



 Month Day, 2022

**Organization Name** 


Attn: Contact  
Address 1  
Address 2  
City, State Postal Code

**Grant awards funded by:** 

National Endowment for the Arts   
Alaska State Council on the Arts  
Private Funder (Other)  
Contact: Program Director  
[program.director@alaska.gov](mailto:program.director@alaska.gov)   
907-269-6610

 **Grant number: FY23Grant0000**

**Total Grant Award: \$0000.00**


**EIN:** Employer Identification Number 

**SAM.gov UEI:** Unique Entity Identifier 

**SOA Vendor Profile Number:** VC0000 

**Funding Source Distribution:**

NEA Share (CFDA No 45.024): \$0.00

*Federal (NEA) Award ID: 1863457-61* 

*Federal Award Date: 6/23/2020  
(American Rescue Plan Act)*

*Federal (NEA) Award ID: 1903760-61-22*

*Federal Award Date: 6/24/2022*

*To support Partnership Agreement activities*

GFM Share: \$0.00




Other Share: \$ 0.00

The Alaska State Council on the Arts (ASCA) has awarded **Organization Name** a Grant. Congratulations on this award! This subaward is made to support public arts programs, services, and activities associated with carrying out the Alaska State Council on the Arts' National Endowment for the Arts (NEA)-[approved strategic plan](#). This award additionally includes NEA American Rescue Plan Act funds in the amount of \$0000.00, as noted in the Funding Source Distribution above, and these funds do not require a cash match.

**IMPORTANT NOTE:** One copy of this grant award agreement must be signed and returned to ASCA no later than 60 days following the date of this agreement. Failure to do so may result in suspension of the grant award.



**GRANT AWARD AGREEMENT**

**This grant award is bound by the following provisions:**



1. All grant amounts are contingent upon receipt of anticipated state and federal funds 
2. The grant award period is bound by State of Alaska fiscal year, July 1 – June 30. Funds may not be rolled over for use in subsequent fiscal years. 
3. All of your organization's printed publicity materials must clearly acknowledge support of this subaward; use both the ASCA and NEA logo and include the following citation: "The *[organization/program/project name]* is supported, in part, by a grant from the Alaska State Council on the Arts and the National Endowment for the Arts." 

Radio or television broadcast and webcast voice-over language must include the following citation:  
"This *[organization/program/project name]* is supported in part by a grant from the Alaska State Council on the Arts and the National Endowment for the Arts."


Television broadcasts and webcast must display the ASCA and NEA web addresses. Current downloadable ASCA and NEA logos are available on ASCA's website on the "Manage your Award" page at: <https://arts.alaska.gov/manage-your-award>.

4. To receive funds the organization is required to submit the following to ASCA:
  - A complete signed grant award agreement within 60 days from the date of this agreement 
  - A complete Final Report of the organization's previous fiscal year ASCA grant award, if applicable. 




5. The organization will provide required matching funds and certifies that such funds were secured and disbursed through proper fiscal procedures. 
6. The organization certifies it is a 501(c)(3) organization or equivalent (e.g. School, Tribal entity, municipality, or governmental agency).
7. A grant recipient who has not submitted a completed Final Report on previous ASCA grants may not be considered for any additional grants until the report has been filed. The organization agrees to comply with ASCA regulations 20 AAC 30.010-20 AAC 30.985, guidelines and other policies and administrative issuances of ASCA, including prompt submission of such required reports as directed by ASCA.
8. Other federal fund sources (e.g. National Park Service, National Endowment for the Humanities) cannot be used as match for National Endowment for the Arts funds awarded within an ASCA grant. The fund source assignments are outlined at the top of this grant award agreement.
9. If the activities described in the approved application cease for any reason, the organization must provide written notification to ASCA as soon as possible and no later than 45 days prior to the end of the current state fiscal year.
10. The grant recipient is required to comply with federal regulations, as outlined in the attached Appendix A. If the grantee is unable to complete the activities described in the application by virtue of an action or regulation of any public authority, or due to any rule or order of any military or civil authority, or on account of war, labor difficulties, strikes, riots, epidemics, interruptions of transportation services, earthquakes, floods, other acts of God, or any cause beyond the grantee's control, the grantee will retain that portion of the grant needed for incurred expenses or obligations in connection with the planned activities. All other funds will be returned to ASCA, or by mutual agreement, an amendment to the activity will be adopted in writing. 
11. ASCA funds may not be used for the following purposes:
  - Compensation to foreign nationals when expenditures are not in compliance with regulations issued by the U.S. Treasury Dept. Office of Foreign Assets Control
  - Lobbying or General Fundraising
  - Entertainment (including amusement and social activities such as receptions, parties, galas, dinners, community gatherings, etc., and any associated costs including food, catering, alcoholic beverages, as well as costs for the planning, staffing, and supplies, for such, etc.)
  - Capital expenses (equipment, or other capital costs exceeding \$5,000)
  - Prohibited telecommunications and video surveillance services and equipment
  - Visa costs paid to the U.S. Government (however, the cost of preparing material –legal documentation, etc.—for submission is allowable)
  - Rental of home office workspace
  - Funding cash reserve or endowment accounts or instruments
  - To offset prior deficits the organization may have accrued
  - Costs associated with subawards made to ineligible recipients
  - The purchase of vehicles
  - Costs of goods for resale (however, costs of items that are produced as part of the approved project activity—e.g., publishing books or exhibition catalogs, or making recordings or films for distribution—and that are incurred during the period of performance are allowable.)

Necessary accounting procedures must be followed to demonstrate these stipulations have been met.

12. The grant recipient is encouraged to send “thank you” letters to your elected officials at the local, state and federal levels. 




- 13. ASCA reserves the right to cancel this grant contract at any time, by giving 30 days written notice to the grantee, for either of the following reasons:
  - non-performance of the services as stated in this agreement, or
  - non-compliance with any of the terms and conditions of this grant award.
- 14. The grant recipient agrees to maintain all original records of income and expense pertaining to the organization for a period of three years or until an official audit is held by the appropriate state or federal agency, whichever comes first. ASCA may, at its discretion, and with the organization's cooperation, perform program evaluations as thought to be necessary by ASCA, including accessing records and statements necessary to ensure compliance with Federal award requirements.
- 15. The Grant Final Report must be submitted online through ASCA's GO Smart grant system at  <https://alaska.gosmart.org/> within 60 days following completion of activity or no later than August 31, 2023, or within 30 days of cessation of activities as described in paragraph 10. Mailed, emailed, or faxed copies will be NOT be accepted.
- 16. The organization's governing body has authorized the acceptance of this grant. The undersigned organization representative has been authorized to act for the organization in the administration of this grant. Signing this grant award agreement constitutes agreement with the provisions listed above and confirms the activities will be undertaken as outlined in the original application and budget submitted by the organization.

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Andrea Noble, ASCA Executive Director Date

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Authorized Official Signature (Grant Recipient) Date 

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Title

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Printed Name Grant #: **FY23Grant0000**

**Your State of Alaska Vendor Profile must be complete and current** in order for ASCA to make payment on this award. Visit the "Manage Your Award" page on the ASCA website at <https://arts.alaska.gov/manage-your-award> for instructions on how to create or update your SOA Vendor Profile. If you have difficulty creating or updating an SOA Vendor Profile, please contact program director at [program.director@alaska.gov](mailto:program.director@alaska.gov) or (907) 269-6610 for support. 

**To receive payment on this award**, the grantee must return a fully executed, complete copy of the grant award agreement to ASCA. Grantees have two options for returning agreements:

**Option 1:** Digitally sign and return one complete copy (all pages) of the award agreement to [asca.grants@alaska.gov](mailto:asca.grants@alaska.gov).

**Option 2:** Sign the enclosed hard copy grant award agreement. Return one complete copy (all pages) by postal mail to: Alaska State Council on the Arts, Attn: Grant Award Agreement, 161 Klevin Street, Suite 102, Anchorage, Alaska 99508.

Retain one copy of this grant award agreement for your files.