

145CSR2

**TITLE 145
PROCEDURAL RULE
WV DEVELOPMENT OFFICE**

**SERIES 2
GOVERNOR'S COMMUNITY PARTNERSHIP PROGRAM**

EDITOR'S NOTE: A copy of this series can be obtained from the Secretary of State's Office.

Governor's Community Partnership Program

FILED
1987 SEP 26 AM 10:19
OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

SUBMIT COMPLETED APPLICATION TO:

COMMUNITY DEVELOPMENT DIVISION
STATE CAPITOL COMPLEX
BUILDING 6, ROOM B-553
CHARLESTON, WEST VIRGINIA 25305

APRIL, 1987
PREVIOUS FORMS OBSOLETE

COMMUNITY PARTNERSHIP GRANT PROGRAM
GRANT APPLICATION

1. Name of Applicant:	2. Title of Project:	
3. Applicant Address/Telephone:	4. Administering Agency (if other than applicant):	
	5. County:	
	6. Applicant's FEIN (Federal Employer Identification No.):	
7. Contact Person/Address/Telephone:	8. Name/Organization/Address/Telephone of Preparer:	
9. Project Description and Justification (use additional sheets for continuation, if necessary. Be as factual as possible--attach maps of project area and other documentation to the back of application.):		
10. _____ How many persons directly benefit from project? (provide number) _____ How many households directly benefit from project? (provide number) _____ (yes or no) Is project site/right-of-way now publically owned?		
11. Regional Review Comments Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No Vicinity Map/Site Plan Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No Authorizing Resolution Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	12. Funding Summary: \$ _____ Partnership Requested _____ Other (provide evidence of commitment) \$ _____ Total Project Cost	
13. Signature (must be signed by chief elected or appointed official; attach copy of authorizing resolution): To the best of my knowledge, the information contained in this application is true and correct, the submission thereof has been duly authorized by the governing body, and the applicant will comply with the attached assurances if assistance is provided.		
_____	_____	_____
(Typed Name and Title)	(Signature)	(Date)

14. BUDGET (Attach documentation of basis for project costs--use written estimates, tabulations, feasibility study cost estimates, etc.):

CATEGORY	Partnership Funds	Other Funds	Total Funds
A. Construction/Renovation by Applicant (Force Account)	\$	\$	\$
(1) Labor Cost			
(2) Materials/Supplies			
(3) Equipment Rental			
B. Construction/Renovation by Construction Contract			
C. Land Acquisition			
D. Architectural/Engineering			
E. Audit (to be included in State Tax Department audit)	XXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXX		
F. Other (explain)			
TOTAL PROJECT COST	\$	\$	\$

15. FUNDING (Attach evidence of commitment for each funding source: Local, County, State, Federal or Private):

FUNDING SOURCE	AMOUNT	DOCUMENTATION ATTACHED? (YES, NO)
A. Community Partnership Grant	\$	XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX
B.		
C.		
D.		
E.		
TOTAL	\$	XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX

16. Assurances

The applicant hereby assures and certifies that it shall comply with the following regulations, policies, guidelines and requirements.

1. The applicant assures the State that it will perform the work for which the grant was made as determined by the State.
2. The applicant assures the State that it has or will secure qualified personnel to administer a grant, and that the costs to administer the grant will be paid for by the applicant.
3. The applicant assures the State that it will have started work on the project before the end of the fiscal year in which the grant award is made.
4. The applicant assures the State that it understands that the amount of the grant award cannot be increased without the written consent of the Governor.
5. The applicant assures the State that payment for work performed will be requested in writing with copies of invoices attached that document the costs of each work segment making up the total amount of funds requested.
6. The applicant assures the State that ten percent of the grant award will be held by the State as retainage, pending receipt of a written certificate of substantial completion attached to any final invoices for work not already paid.
7. The applicant assures the State that it understands that the State can terminate for cause an applicant's grant agreement by letter, with the amount of funds recovered equal to the percentage of incomplete work. The applicant further assures the State that it can terminate any grant agreement with the State by letter before costs are incurred on the project.
8. The applicant assures the State that any changes in the scope of work specified in a grant agreement will first be submitted in writing to the State for approval by change order.
9. The applicant assures the State that in its hiring practices for work to be performed it will comply with the equal employment provisions of Titles VI and VII of the 1964 Civil Rights Act, and Presidential Executive Orders 11246 and 11375, as amended.
10. The applicant assures the State that State prevailing wage rates will be paid on contract construction, unless federal funds are included in the project in which case Davis-Bacon wage rates will be paid on all contract construction.
11. The applicant assures the State that competitive bids will be solicited on any major work element exceeding \$5,000 in cost by the filing of two legal ads.

12. The applicant assures the State that any part of the project to be occupied by the general public be made accessible to the handicapped.
14. The applicant assures the State that any permits, licenses or other requirements of particular State or Federal agencies necessary for the project's design, construction or operation will be secured.
15. The applicant assures the State that it will not subgrant any of the grant funds received to any of its officials or employees or the members of their families or to employees of the GOCID or members of the State Legislature in any contracts awarded for work to be performed.
16. The applicant assures the State that it will maintain and have available for inspection on written request by the State all records kept on the project including bid documents, copies of all contracts, contractor's payrolls, time sheets, and invoices. The applicant further assures the State that it will schedule an audit of any grant funds to be included in its annual audit as performed by the State Tax Department.
17. The applicant assures the State, by evidence of attaching a resolution, motion, or similar action passed by its governing body, that it has the legal authority to apply for this grant, commit any local matching shares, authorize the person signing the grant to act as an agent for the applicant to answer any questions about the application by the State, and to abide by the understandings and assurances described in this section.

Typed Name & Title

Signature

Date

ATTACHMENT: AUTHORIZING RESOLUTION