

Historical Financials of Governor's Office of Economic Recovery

The Governor's Office of Economic Recovery (OER) was created in March of 2009. At that time a Dun & Bradstreet number was applied for in order to apply for and receive federal assistance. OER's Dun & Bradstreet records and single audit reports will not show actual revenues and expenditures until fiscal year 2010. Therefore the Governor's Comptroller has advised us to report 0 on this application for all prior financials so as to be consistent with our Dun & Bradstreet record and the State's annual audit report. If this application is chosen to move forward through the process we can produce financial information for the Governor's Office as a whole and/or State Government in order to show financial stability and the capacity to manage this initiative.

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ARIZONA STATE
LIBRARY, ARCHIVES AND PUBLIC RECORDS
August 1, 2009

**INCLUDES ALL FUNDS**

Fund 1000 - General Fund
Fund 1000 - Reading Radio
Fund 1000 - State Grants-in-Aid
Fund 2000 - Federal Grants
Fund 2025 - Arizona Centennial Account
Fund 2115 - State Library Fund
Fund 2431 - Records Services Fund
Fund 4008 - Gift Shop Revolving Fund

Balance Sheet

	Actual FY 2008	Actual FY 2009
Assets		
Cash	1,505.8	1,052.1
Non-Lapsing Appropriation ¹	194.5	174.5
Total	1,700.3	1,226.6
Liability		
Grants Payable	252.3	206.9
Arizona Centennial Payable	179.9	131.0
Restricted Donations Fund 2115	484.2	226.3
General Fund	6.8	0.0
Reading Radio	-	-
State Grants in Aid	187.7	174.5
Total Liabilities	1,110.9	738.7
Equity		
Library Collections	40.4	129.5 ²
Records Services Fund	409.6	228.6
Gift Shop Revolving Fund	139.4	129.8
Total Equity	589.4	487.9
Total	1,700.3	1,226.6

Footnotes:

- ¹ Non-Lapsing Appropriations tie back to the Liabilities: General Fund, Reading Radio, and State Grants-in-Aid
- ² Increase due to a reconciliation of fund 2115 finding unallocated funds belonging to "Library Collections"

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INCLUDES NON-APPROPRIATED FUNDS ONLY

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Fund 2431 - Records Services Fund*
Fund 4008 - Gift Shop Revolving Fund

*Records Services Fund is a cash based fund with appropriation authority (limits on spending)

Cash Flow Summary

	Actual FY 2008	Actual FY 2009
Balance Forward From Prior Year	1,200.2	1,505.8
Revenue (From Revenue Schedule)	4,747.4	4,828.1
Total Available	5,947.6	6,333.9
Total Appropriated Disbursements	680.6	940.8
Total Non-Appropriated Disbursements	3,761.2	4,341.0
Balance Forward To Next Year	1,505.8	1,052.1

Cash Flow Statement

Revenue Categories	Actual FY 2008	Actual FY 2009
4211 - Federal Grants (Operating)	3,394.2	3,815.0
4231 - State & Local Govmnt Grants (operating)	4.3	2.1
4991 - Education Registration	-	-
4323 - Concessions	79.6	63.7
4339 - Other Fees & Charges	784.8	765.4
4612 - Restricted Donations	302.0	160.7
4631 - Treasurer's Interest	1.5	39.1
4699 - Miscellaneous Receipts	98.0	(17.8)
4901 - Operating Transfers In	83.0	-
Revenue Total	4,747.4	4,828.2

Expenditure Categories	Actual FY 2008	Actual FY 2009
Personal Services	715.7	684.5
Ere	214.9	236.4
Professional And Outside Services	723.0	668.5
Travel - In-State	4.5	4.9
Travel - Out-Of-State	47.2	27.1
Food	2.0	10.2
Aid To Organizations & Individuals	873.0	1,109.5
Other Operating Expenditures	1,322.6	1,756.7
Equipment	449.9	364.1
Capital Outlay	-	-
Debt Service	-	-
Cost Allocation	-	-
Transfers	89.0	419.9
Expenditure Total	4,441.8	5,281.8
Change in Cash Flow	305.6	(453.6)

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Sources and Uses

Sources	Actual FY 2008	Actual FY 2009
Fund 1000 - General Fund	6,778.5	5,600.4
Fund 1000 - Reading Radio	97.0	97.0
Fund 1000 - State Grants-in-Aid	644.1	643.3
Fund 2000 - Grants	3,218.7	3,860.4
Fund 2025 - Arizona Centennial Account	11.3	33.1
Fund 2115 - State Library Fund	447.8	374.2
Fund 2431 - Records Services Fund	675.7	629.7
Fund 4008 - Gift Shop Revolving Fund	83.4	73.3
Sources Total	11,956.5	11,311.4

Expenditure Categories	Actual FY 2008	Actual FY 2009
Personal Services	4,751.5	4,310.7
Ere	1,678.7	1,602.3
Professional And Outside Services	769.4	599.5
Travel - In-State	9.3	5.9
Travel - Out-Of-State	62.7	40.9
Food	2.0	10.2
Aid To Organizations & Individuals	1,627.1	1,858.9
Other Operating Expenditures	2,491.6	2,396.2
Equipment	465.0	370.6
Capital Outlay	-	-
Debt Service	-	-
Cost Allocation	-	-
Transfers	99.2	116.2
Expenditure Categories Total:	11,956.5	11,311.4
Cap Transfer Due to Fund Balance	-	-
Prior Commitments or Obligated Expenditures	-	-
Expenditure Total	11,956.5	11,311.4

**U.S. Department of Commerce
Broadband Technology Opportunities Program
Authentication and Certifications**

1. I certify that I am the duly Authorized Organization Representative (AOR) of the applicant organization, and that I have been authorized to submit the attached application on its behalf.
2. I certify that I have examined this application, that all of the information and responses in this application, including certifications, and forms submitted, all of which are part of this grant application, are material representations of fact and true and correct to the best of my knowledge, that the entity(ies) that is requesting grant funding pursuant to this application and any subgrantees and subcontractors will comply with the terms, conditions, purposes, and federal requirements of the grant program; that no kickbacks were paid to anyone; and that a false, fictitious, or fraudulent statements or claims on this application are grounds for denial or termination of a grant award, and/or possible punishment by a fine or imprisonment as provided in 18 U.S.C. §1001 and civil violations of the False Claims Act.
3. I certify that the entity(ies) I represent has and will comply with all applicable federal, state, and local laws, rules, regulations, ordinances, codes, orders and programmatic rules and requirements relating to the project. I acknowledge that failure to do so may result in rejection or deobligation of the grant or loan award. I acknowledge that failure to comply with all federal and program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
4. I certify that the entity(ies) I represent has and will comply with all applicable administrative and federal statutory, regulatory, and policy requirements set forth in the Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements ("DOC Pre-Award Notification"), published in the Federal Register on February 11, 2008 (73 FR 7696), as amended; DOC Financial Assistance Standard Terms and Conditions (Mar. 8, 2009); the Department of Commerce American Recovery and Reinvestment Act Award Terms (Apr. 9, 2009); and any Special Award Terms and Conditions that are included by the Grants Officer in the award.
5. I certify that any funds awarded to the entity(ies) I represent as a result of this application will not result in any unjust enrichment of such entity(ies) or duplicate any funds such entity(ies) receives under federal universal service support programs administered by the Universal Service Administrative Corporation (USAC).
6. I certify that the entity(ies) I represent has secured access to pay the 20% of total project cost or has petitioned the Assistant Secretary of NTIA for a waiver of the matching requirement.

March 8, 2010

Date



Authorized Organization Representative Signature

James J. Apperson

Print Name

Director

Title

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 04/30/2008

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. AZ Job Help @ Your Library	11.557	\$ 1,646,936.00	\$ 705,830.00	\$	\$	\$ 2,352,766.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 1,646,936.00	\$ 705,830.00	\$ 0.00	\$ 0.00	\$ 2,352,766.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	AZ Job Help @ Your Library				
a. Personnel	\$ 0.00	\$	\$	\$	\$ 0.00
b. Fringe Benefits					0.00
c. Travel	14,985.00				14,985.00
d. Equipment	794,000.00				794,000.00
e. Supplies	150,000.00				150,000.00
f. Contractual	1,243,000.00				1,243,000.00
g. Construction					0.00
h. Other	139,076.00				139,076.00
i. Total Direct Charges (sum of 6a-6h)	2,341,061.00	0.00	0.00	0.00	\$ 2,341,061.00
j. Indirect Charges	11,705.00				\$ 11,705.00
k. TOTALS (sum of 6i and 6j)	\$ 2,352,766.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,352,766.00
7. Program Income	\$ 0.00	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. AZ Job Help @ Your Library	\$	\$ 25,000.00	\$ 680,830.00	\$ 705,830.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 0.00	\$ 25,000.00	\$ 680,830.00	\$ 705,830.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 913,259.00	\$ 75,792.50	\$ 647,969.00	\$ 94,888.50	\$ 94,608.50
14. Non-Federal	\$ 391,396.00	32,482.50	277,701.00	40,666.50	40,546.50
15. TOTAL (sum of lines 13 and 14)	\$ 1,304,655.00	\$ 108,275.00	\$ 925,670.00	\$ 135,555.00	\$ 135,155.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. AZ Job Help @ Your Library	\$ 348,255.95	\$ 305,061.75	\$ 80,360.00	\$ 0.00	
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	\$ 348,255.95	\$ 305,061.75	\$ 80,360.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:	\$2,341,061.00	22. Indirect Charges:	\$11,705.00		
23. Remarks:	0.5% of direct cost is included as per state GAO ARRA tracking system as indirect cost.				



BTOP Application Attachment Instructions

SF-424B and SF-424D Assurances

Please complete either the SF-424B or SF-424D forms included in this file. Please refer to the instructions provided with each form. The SF-424B should be used unless the major purpose of your project is construction, in which case the SF-424D should be completed. Construction means the construction of new buildings, completion of shell space in existing buildings, renovation or rehabilitation of existing buildings, and construction or development of real property infrastructure improvements (e.g., site preparation; utilities; streets; curbs; sidewalks; parking lots; and other streetscaping improvements, etc.). In contrast, alteration of facilities incidental to a non-construction purpose is not considered construction. For example, if the major purpose of an award is to allow a recipient to conduct digital literacy training courses, the renovation of a computer lab area would not be considered construction under this chapter.

You need only provide the signed assurance form, and not this page or the SF-424 instructions when submitting a copy of your application on an appropriate electronic medium, such as a DVD, CD-ROM, or flash drive.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director
APPLICANT ORGANIZATION Governor's Office of Economic Recovery	DATE SUBMITTED March 11, 2010

ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director
APPLICANT ORGANIZATION Governor's Office of Economic Recovery	DATE SUBMITTED March 11, 2010