

AMENDMENT TO FINANCIAL ASSISTANCE AWARD

ACCOUNTING CODE

See Attached

AWARD NUMBER

78-42-B10568

RECIPIENT NAME

Virgin Islands Public Finance Authority

AMENDMENT NUMBER

5

STREET ADDRESS

32-33 Kongens Gade

EFFECTIVE DATE

CITY, STATE ZIP

St. Thomas, VI 00802-0430

EXTEND WORK COMPLETION TO

August 31, 2013

CFDA NO. AND PROJECT TITLE:

11.557 American Recovery and Reinvestment Act - PCC - viNGN Public Computer Centers Program

COSTS ARE REVISED AS FOLLOWS:	PREVIOUS ESTIMATED COST	ADD	DEDUCT	TOTAL ESTIMATED COST
FEDERAL SHARE OF COST	\$3,021,867.00	\$0.00	\$0.00	\$3,021,867.00
RECIPIENT SHARE OF COST	\$1,383,616.00	\$0.00	\$0.00	\$1,383,616.00
TOTAL ESTIMATED COST	\$4,405,483.00	\$0.00	\$0.00	\$4,405,483.00

REASON(S) FOR AMENDMENT

This grant is hereby amended to acknowledge that the documentation provided by the recipient responding to the Corrective Action Plan satisfied Special Award Conditions 18, 19, 23 and 28 and note that Special Award Condition 27 is not applicable.

In addition, Special Award Condition 26 is still applicable. The annual A-133 Audit and the Accounting System Verification required by Special Award Condition 17 should be submitted no later than January 15, 2012.

ALL PREVIOUS TERMS AND CONDITIONS REMAIN IN EFFECT.

This Amendment approved by the Grants Officer is issued in triplicate and constitutes an obligation of Federal funding. By signing the three documents, the Recipient agrees to comply with the Amendment provisions checked below and attached, as well as previous provisions incorporated into the Award. Upon acceptance by the Recipient, two signed Amendment documents shall be returned to the Grants Officer and the third document shall be retained by the Recipient. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally terminate this Amendment.

Special Award Conditions

Line Item Budget

X Other: Accounting System Verification form

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Jannet Cancino

DATE

1 DEC 28 2011

TYPED NAME, TYPED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Angel E. Dawson, Jr. Executive Director, Acting Director, Finance & Administration

DATE

1/10/12

Award Number: 78-42-B10568, Amendment Number 5
 Federal Program Officer: Francine Jefferson
 Requisition Number: 6478
 Employer Identification Number: 660450278
 Dun & Bradstreet No: 78-94-38293
 Recipient ID: 7809540
 Requestor ID: 7809540
 Treasury Account Symbol (TAS): 0554

Award ACCS Information

Bureau Code	FCFY	Project-Task	Org Code	Obj Class	Obligation Amount
61	2010	4803011-300	06-10-0000-00-00-00-00	41-19-00-00	\$0.00

Award Contact Information

Contact Name	Contact Type	Email	Phone
Angel Dawson	Administrative	adawson@usvipfa.com	340-714-1635

NIST Grants Officer:

Jannet Cancino
 100 Bureau Drive, MS 1650
 Gaithersburg, MD 20899-1650
 (301) 975 - 6544

NIST Grants Specialist:

Thomas Murphy
 100 Bureau Drive, MS 1650
 Gaithersburg, MD 20899-1650
 (301) 975 - 8180

Recipient Letterhead
Accounting System Verification

Date

Jannet Cancino
NIST Grants and Agreements Mgmt Division
100 Bureau Drive, MS 1650
Gaithersburg, MD 20899-1650

Dear Ms. Brigham,

I, [Authorized Official] am the CEO, President, CFO or Financial Officer – (circle one) of [Name of Recipient] of [City, State]. I assert that [Name of Recipient] has a financial management system in place for recording costs under a Broadband Opportunities Technology Program (BTOP) grant awarded by NIST.

I further acknowledge that [Name of Recipient]'s financial management system must provide:

- Complete disclosure of financial results of each Federally-sponsored project or program;
- Records that identify the source and application of funds for all Federally-sponsored activities;
- Effective control and accountability for all funds, property and other assets;
- A comparison of outlays with budget amounts for each award;
- Written procedures to minimize time between transfer of Federal funds to the recipient;
- Written procedures for determining reasonableness, allocability, and allowability of costs in accordance with the provisions of the Federal cost principles and the terms and conditions governing the award; and
- Accounting records including cost accounting records with supporting documentation.

I also recognize that the applicable cost principles and administrative requirements (provided in link below – *place check mark below next to recipient organization type*) apply to [Name of Recipient]'s BTOP grant award, specific to the organization type:

<input type="checkbox"/>	Type Organization	Regulation	Web Site
<input type="checkbox"/>	For Profit Entities	15 CFR Part 14, and OMB Circular A-110	http://oamweb.osec.doc.gov/docs/GRANTS/15cfr14.pdf http://www.whitehouse.gov/omb/circulars_a110/
<input type="checkbox"/>	State and Local Governments	15 CFR Part 24, and OMB Circular A-102	http://oamweb.osec.doc.gov/docs/GRANTS/15cfr24.pdf http://www.whitehouse.gov/omb/rewrite/circulars/a102/a102.html
<input type="checkbox"/>	For Profit Entities	48 CFR Part 31.2, OMB Circular A-110	https://www.acquisition.gov/far/html/Subpart%2031_2.html http://www.whitehouse.gov/omb/circulars_a110/
<input type="checkbox"/>	Institutions of Higher Education Non-Profit Organizations State and Local Governments	OMB Circular A-102, and OMB Circulars (A-21) 2 CFR Part 220, (A-87) 2 CFR Part 225, or (A-122) 2 CFR Part 230	http://www.whitehouse.gov/omb/rewrite/circulars/a102/a102.html http://www.whitehouse.gov/omb/fedreg/2005/083105_a21.pdf http://www.whitehouse.gov/omb/fedreg/2005/083105_a122.pdf http://www.whitehouse.gov/omb/fedreg/2005/083105_a87.pdf

With my signature below, I certify that I am authorized to sign this form on behalf of [Name of Recipient] and that the foregoing information is true and correct to the best of my knowledge.

Sincerely,

[Authorized Official]

**AMERICAN RECOVERY AND REINVESTMENT ACT
BROADBAND TECHNOLOGY OPPORTUNITY PROGRAM
SPECIAL AWARD CONDITIONS
78-42-B10568**

The Recipient, the U.S. Virgin Islands Public Finance Authority (VIPFA), must satisfactorily address the following special award conditions by no later than October 3, 2011. Pursuant to 15 C.F.R. §24.43, Enforcement, failure to provide adequate documentation to NTIA and to the NIST Grants Office to support these conditions will result in the suspension of this award on October 14, 2011.

17. Accounting System Verification: The VIPFA, whether receiving Federal Funds or only providing matching funds, must have a functioning financial management system that meets the provisions of 15 C.F.R. § 14.21 and 15 C.F.R. § 24.20 to ensure proper accountability of funds. The VIPFA must submit an accounting system certification issued by an independent Certified Public Accountant (CPA) to the NIST Grants Officer by October 3, 2011. Attached is a template that should be used to satisfy this condition.
18. Organizational Structure: The VIPFA must provide a more detailed organizational chart outlining the roles and responsibilities of all current and projected viNGN and VIPFA staff associated with this award, including 3P Consulting support, showing which organization all current and projected employees are employed and whether their position is or will be funded by Federal funds for this grant award. The response should also explain viNGN's role as sub-recipient and VIPFA's oversight.
19. Authorized Award Representative (AOR): The VIPFA must submit an Award Action Request (AAR) changing the AOR designation from Mr. Francis to Mr. Dawson. In conjunction with this change, the VIPFA must ensure that only Mr. Dawson and his designee, Joy Wheatley, will have access to ASAP.
20. Provide a list of staff in the VIPFA who are authorized to make draw down requests through ASAP.
21. The VIPFA must provide copies of its policies and procedures that address timesheet approval for Program Director time, whether funded by Federal funds or supplied as match. The VIPFA must provide completed timesheets demonstrating that it has implemented these policies.
22. Match Valuation: The VIPFA must demonstrate proof that it has ensured that all match valuation documentation is in the Grants File.

23. The VIPFA must submit copies of the executed sub-recipient agreement between VIPFA and viNGN to NTIA and NIST Grants Office.
24. The VIPFA must develop a subrecipient monitoring plan to monitor the activities of viNGN. A copy of this plan must be submitted to NTIA and the NIST Grants Office.
25. The VIPFA must submit a copy of the executed contract agreement between viNGN and the Atlantic Engineering Group (AEG). It should contain a task order for each project to facilitate the submission of invoices. Invoices should be unique to grant 78-42-B10568.
26. The VIPFA must submit to the Federal Audit Clearinghouse with a copy to the NTIA and the NIST Grants Office the overdue annual A-133 Audit for the VIPFA.
27. Sub-recipient / Vendor Designation: The VIPFA must explain why 3P is designated as a vendor and not a subrecipient for the NTIA grant awards, specifically given Ms. Marion Prescod's role in the award. If the VIPFA determines that 3P as a sub-recipient, it should obtain a subrecipient agreement, modify its budgets accordingly, and prepare a sub-recipient monitoring plan.
28. Property Management: The VIPFA must develop, document, and implement Asset/Property Management Policy and Procedures. The VIPFA must submit a copy of these policies and procedures to NTIA and the NIST Grants Office.
29. The VIPFA must provide a copy of meeting notes demonstrating when the VIPFA board adopted its Procurement Policy addendum to the U.S. Virgin Islands Territory Procurement Policy.
30. The VIPFA must submit copies of all executed contract agreements over \$100,000.
31. Third Party Relationship Management: The VIPFA must provide an overview of the VIPFA's processes, procedures, and systems used to manage third-party contributor and contractor relations.
32. Equipment Recordkeeping: The VIPFA must provide an overview of how the VIPFA complies with the requirement to document and maintain a property record of property acquired or improved with Federal funds per the requirements set forth in 15C.F.R. § 24.32, entitled "Equipment."

33. Reporting: The VIPFA must provide a process flow, identifying the individual responsible for each step of reporting for the VIPFA quarterly Performance Progress Report (PPR), FFR, and American Recovery and Reinvestment Act reporting.

34. Schedule (PCC) Provide a detailed project schedule that includes the activities associated with opening/launching each PCC and provide a list of which PCCs the PFA would not construct or open during the award period if schedule delays persist and increased expenses due to ADA compliance.