



PO Box 520931, Big Lake, AK 99652-0931

FY2025/2026 Community Assistance Program (CAPS) Big Lake Community Council Revenue Sharing Grant Specifications

Grant Program Description and Objective:

Big Lake Community Council has received \$15,789.00 from the State of Alaska and Mat Su Borough Revenue-Sharing program for FY2025/2026. The objective of this grant program is to use the available funds to improve quality of life for Big Lake residents and to enhance the Big Lake community as an ideal place to raise a family, run a business, recreate, and retire. The goal of Big Lake Community Council is to accomplish this by offering small grants to numerous organizations for improving the health, safety, education, nutrition, welfare, and quality of life for Big Lake residents, while beautifying and improving our living environment.

Grant Application and Award Timeline:

June 1, 2025: Application Due Date

Mail: Big Lake Community Council
PO Box 520931, Big Lake, AK 99652-0931
Please ensure application is mailed in time to arrive by the due date

-OR-

Email: Jodi Ridell
Please ensure email is sent by midnight on the due date

June 6-8: Preliminary Application Review – BLCC Grants Committee Meeting

June 10: Applicant Presentation(s) – BLCC June General Membership Meeting

Presentations may be requested for further information or clarification before the Grants Committee after the June BLCC meeting

June 24: Presentation to BLCC Board of Directors – BLCC June Board Meeting

The Grants Committee will present grant award recommendations to the BLCC Board for comments, and to verify the recommended applications meet grant objectives. Board members will vote to approve and distribute grant funds to successful applicants.

July 8: Awards Approval – BLCC July General Membership Meeting

BLCC Board-approved grant awards will be combined and presented as a single consent agenda item, for vote and approval of the General Membership. A favorable majority vote of eligible voting members will approve the 2024 CAPS grant awards. A spreadsheet with descriptions/amounts of individual grants and the total approved grant awards amount will be made available to BLCC members.

Terms and Conditions:

- 1) Period of Performance. The Grant shall become effective on the date of execution. The project must be completed in its entirety on or before **December 31, 2026.**
- 2) The Grantee shall perform the work of the project in accordance with the scope of work and budget set forth in their grant application.
- 3) Payment terms. Payments to grantees shall be based on receipts received as products or services acquired. Other prepayment can be arranged with promissory note by Grantee for receipts within 90 days of grant dollar release.
- 4) Award of contract to source not listed as Grantee on Grant application.: Any contract that the Grantee enters into involving the expenditure of funds shall be in accordance with this contract and shall incorporate the terms of this contract by reference. B. Any contract for public construction shall meet the requirements of Alaska Statutes Sections 36.05.010—36.95.010. These requirements include but are not limited to requirements for advertising specifications for the contract, minimum wages to be paid to certain employees, withholding of payments as is necessary to pay those employees and necessary bonds. "Public construction" means the on-site field surveying, erection, rehabilitation, alteration, extension or repair, including painting or redecorating buildings, highways, or other improvements to real property of the Borough or State under this contract.
- 5) The Grantee shall not award a public construction contract involving the expenditure of funds unless a reasonable effort is made to obtain the price through a competitive process. No formal competitive bid procedure is required. The Grantee shall keep records of the contractors or vendors contacted and proposals received.
- 6) The Grantee shall not permit the involvement of a person with a financial or other private interest in the contractor or contract to participate in the contract award or supervision. Any conflict of interest arising from the award of a contract shall be disclosed to the BLCC prior to the contract award. "Conflict of Interest" is defined as in MSB 2.52.460, as applicable. The BLCC shall not be liable for reimbursement to the Grantee for any contract awarded by the Grantee in violation of this subsection.
- 7) The above section 4-6 is intended solely to ensure that public funds are expended responsibly and in the best interest of the Big Lake Residents, the BLCC , The Borough and the State of Alaska as a whole.
- 8) Operations and Maintenance. Except as otherwise provided in this agreement, the Grantee shall at all times, at its own expense, operate and maintain the project facilities for use by the general public, unless arrangements have been made and submitted with Grant application and approved.
- 9) Records Accounting and Audits. Grantees by receiving funds will submit all receipts, time cards, and any other associated costs, expenditures or details associated with the Grant. The BLCC President, Vice-President or Treasurer may request an audit at the grantees cost if misappropriation, lack of receipts, or suspected false Statements, Actions or Misleading Information.
- 10) The Grantee shall indemnify, defend, and hold and save the BLCC board member, Grant Committee and Membership, Borough or the State of Alaska its elected and appointed officers, agents and employees, harmless from any and all claims, demands, suits, or liability of any nature, kind or character, including costs, expenses, and attorney fees. The Grantee shall be responsible under this clause for any and all legal actions or claims of any character resulting from injuries, death, economic loss, damages, violation of statutes, ordinances, constitutions or other laws, rules or regulations, contractual claims, or any other kind of loss, tangible or sustained by any person, or property arising from Grantee's or Grantee's Officers, agents, employees, partners, attorneys, suppliers, and subcontractor's performance or failure to perform this Agreement in any way whatsoever. This defense and indemnification responsibility includes claims alleging acts or omissions by the BLCC, Grant Committee, Borough or the State of Alaska or its agents which are said to have contributed to the losses, failure, violations, or damage.
- 11) Contract not Affected by Oral Agreement. Oral statement of any person shall not modify or otherwise affect the scope of work, or other terms and conditions as herein stated. All modifications to the agreement must be made in writing by Grantee to the BLCC Grant Committee and, in any case, are subject to the approval of the BLCC.
- 12) If the Grantee does not spend the provided funds in accordance with this agreement or does not meet the requirements listed in Section 8 of this agreement, the Grantee personally will be liable for the return of all funds and shall not be eligible to receive future funding.
- 13) Non-Discrimination. The Grantee shall not, while performing its duties under this agreement discriminate against any person on the basis of race, religion, color, national origin, sex, age, marital status or physical handicap.
- 14) Any notice required pertaining to the subject matter of the agreement shall be personally delivered or mailed by prepaid first-class mail to the following address: Big Lake Community Council, PO Box 520931, Big Lake, AK, 99652,
OR- Emailed to: biglakecommunitycouncil@proton.me.

Agreement to Terms and Conditions:

Applicant Signature_____

Date_____

Printed Name_____

EXHIBIT "A" - SAMPLE SCOPE OF WORK

Project Purpose and Description:

To encourage outdoor recreation opportunities, education, and beautification, to support local nonprofits, and any other public purpose for the benefit of our community to include, but not limited to.

- Funding for Big Lake Trails, Public Transportation
- Smoke and Carbon Monoxide detectors for residences
- Food packages for elementary school students, Dangerous Drug Education and Safety
- Providing free clothing to the needy, Child Care Improvements
- Sanitary improvements, Park Improvements
- Street and Park Beautification, Big Lake Waterway Improvements

The above scope of work is subject to revisions by BLCC. Any projects are at the discretion of the BLCC Grants Committee representative for the Board.