



## Detailed Project Information

Please provide the following information related to the proposed project. Please do not put see attached. Information **must** be provided in the space below. If more space is needed, applications may attach a separate sheet.

Detailed Description of Project:

Describe the Project's collaborative partners and a description of the notice, input, consultation, and collaboration that has taken place:

Describe the current property status/condition and ownership. Include applicants ownership and/or their legal right to enter upon the property and conduct the proposed project.

Describe the construction (not reclamation) to take place and the estimated construction costs.

Describe the AML reclamation to take place and the estimated reclamation costs.

Describe the long-term benefits that will be provided to the local economy and/or towards community development. Please identify the benefits that would not have been provided but for AML funding. Add source(s) of any data.

Describe economic data on the areas surrounding the proposed project location. Please include any source(s) of data.

Provide any other relevant information that demonstrates the project meets the intent and purposes of the AMLER Grant.

### Project Timeline

Phase	Commencement	Completion

### Financing Information

Source	Planning and Development	Construction and Renovation	Equipment	Land Purchase	Total	Percent	Status of Funds
AMLER							
Local							
In-Kind							
Other Federal Funds							
Private Investment							
Other:							
Total							

**Please attach a detailed budget and documentation for each line-item amount.**

### **Additional Financial Project Information**

Is this Applicant incorporated? If yes, please attach the Articles of Incorporation.

Please provide the length of time this company has been in business. (Dates from/to)  
Please list current Officer(s), their start date and position held.

Please list Officer(s) affiliates with other companies and the name of the company.

Have and Officer(s) previously undergone bankruptcy or default associated with this or any other company? If yes, please list Officer(s) and name of company.

Do any Officer(s) have a potential conflict of interest? (CFR §200.112). If so, please disclose in writing the conflict, with details.

Have any Officer(s) had a financial interest, been an Officer of, or involved in mining reclamation? If so, please elaborate.

Have any Officer(s) had violations of Federal criminal law involving fraud, bribery, or gratuity violations? (CFR §200.113). If so, name of Officer(s).

Have you ever been debarred? (CFR §200.313)



Have you ever been a recipient of a federal award? Please provide Federal Agency, Pass Through Agency, CFDA #, and dates. (CFR §200.205)

I, the undersigned, hereby certify that I have not knowingly withheld, omitted, or altered any information that might adversely affect my chances of receiving a sub-grant from the WVDEP AMLER Program. The information provided by me is true and correct to the best of my knowledge

Printed Name/Title

Signature

Date

If you are selected as a recipient of the AMLER Grant, applicants will also have to provide the following information.

- Audited Financial Statements for the past two years.
- Internal Control procedures (Control Environment, Risk Assessment, Control Activities, Information & Communication, and Monitoring). (CFR §200.303) Standards for Internal Control in the Federal Government: <https://www.gao.gov/assets/670/665712.pdf>
- Type of Accounting System used (QuickBooks, NetSuite, Zoho Books, SBS Financials, Sage, etc.)
- A description of how you plan to segregate grant funds for accountability.
- Other information may be requested at the discretion of the WV DEP.

A document protecting the “Federal Interest” will be required for all selected projects. An instrument such as a Land Covenant or “Notice of Federal Interest” will be required to be attached and recorded with the deed prior to receiving “Authorization to Proceed” from the Federal funding agency.

Please check the box and put your initials here to confirm you agree to all the above requirements if selected to receive an AMLER grant.

**Applicant should be familiar with these regulations prior to application:**

- Participant support costs. CFR §200.75
- Performance measurement. CFR §200.301
- Revision of budget and program plans. CFR §200.308
- Equipment. CFR §200.313
- Competition. CFR §200.319
- Methods of procurement to be followed. CFR §200.320
- Financial reporting. CFR 200.327
- Monitoring and reporting program performance. CFR §200.328
- Retention requirements for records. CFR §200.333
- Classification of costs. CFR §200.412
- Direct costs. CFR §200.413
- Required certifications. CFR §200.415
- Audit Requirements. CFR §200.501
- Financial statements. CFR §200.510

Code of Federal Regulations, Title 2 CFR 200: [https://ecfr.io/Title-02/cfr200\\_main](https://ecfr.io/Title-02/cfr200_main)

Standards for Internal Control in the Federal Government:

<https://www.gao.gov/assets/670/665712.pdf>



**Right to Audit.**

Sub Recipient shall establish and maintain a reasonable accounting system that enables WVDEP to readily identify Sub Recipient's assets, expenses, costs of goods, and use of funds. WVDEP and its authorized representatives shall have the right to audit, to examine, and to make copies of or extracts from all financial and related records (in whatever form they may be kept, whether written, electronic, or other) relating to or pertaining to this grant kept by or under the control of the Sub Recipient, including, but not limited to those kept by the Sub Recipient, its employees or agents. Such records shall include, but not be limited to, accounting records, written policies and procedures; subcontract files (including proposals of successful and unsuccessful bidders, bid recaps, etc.); and all paid vouchers including those for out-of-pocket expenses; other reimbursement supported by invoices; ledgers; cancelled checks; deposit slips; bank statements; journals; original estimates; estimating work sheets; contract amendments and change order files; backcharge logs and supporting documentation; insurance documents; payroll documents; timesheets; memoranda; and correspondence.

Sub Recipient shall, at all times during the term of this grant, and for a period of at least five years (possibly more) after completion of this grant, maintain such records, together with such supporting or underlying documents and materials. The Sup Recipient shall at any time requested by WVDEP, whether during or after completion of this grant period, and at Sub Recipient's own expense make such records available for inspection and audit (including copies and extract of record as required by WVDEP. Such records shall be made available to WVDEP during normal business hours at the Sub Recipient's office or place of business without prior notice. In the event that no such location is available, then the financial records, together with the supporting or underlying documents and records, shall be made available for audit at a time and location that is convenient for WVDEP.

Sub Recipient shall ensure WVDEP has these rights with Sub Recipient's employees, agents, assigns, successors, and subcontractors, and the obligations of these rights shall be explicitly included in any subcontracts or agreements formed between the Sub Recipient and any subcontractors to the extent that those subcontracts or agreements relate to fulfillment of the Sub Recipient's obligation to WVDEP.

Cost of any audits conducted under authority of this right to audit and not addressed elsewhere will be borne by WVDEP unless certain exemption criteria are met. If the audit identifies overpricing or overcharging (of any nature) by the Sub Recipient to WVDEP in excess of one-half of one percent (0.5%) of the total contract billings, the Sub Recipient shall reimburse WVDEP for the total costs of the audit. If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, WVDEP may recoup the costs of the audit work from the Sub Recipient. Any adjustments and/or payments that must be made as a result of any such audit or inspection of the Sub Recipient's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from the presentation of WVDEP's finding to Sub Recipient.

**I acknowledge that I have read, and understand and agree with the requirements stated above and also understand that additional submittals will be required if selected to receive an AMLER grant.**

**Printed Name/Title**

**Signature**

**Date**