

Dear

RE: Letter of Conditional Commitment

Congratulations on the award of your Alabama Broadband Accessibility Fund grant. Enclosed are two copies of the grant agreement. Please sign and return both copies of the agreement to our office within 10 days of receipt. Once the agreement has been fully executed, one of the copies will be returned to you for your records.

Your grant agreement includes three attachments: Attachment A - Scope of Work, Attachment - B, Project Budget, and Attachment C – Certifications. Please review each certification carefully before signing the agreement, particularly the statement regarding existing service speeds less than 10/1.

Additionally, as a condition of your grant, you will be required to comply with The Beason-Hammon Alabama Taxpayer and Citizen Protection Act, as amended. This compliance will require that you submit the original “Certificate of Compliance with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act (Act 2011-535, as amended by Act 2012-491)” with your grant agreement (enclosed). For every contract or subcontract entered into as part of your Alabama Broadband Accessibility Fund project you need to do the following:

- include the compliance language, as it appears in your grant agreement, in all contracts (enclosed). Additionally,
- keep a copy of the “E-Verify Program for Employment Verification Memorandum of Understanding” between Homeland Security and the contractor/subcontractor. This applies to all vendors, contractors, and subcontracts, including professional services.

Mr. / Ms.
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Date

Grant Subrecipients must register in the State of Alabama Accounting and Resource System (STAARS) Vendor Self Service (VSS) portal in order to receive payment. To ensure timely payment at project completion, please enroll as soon as possible.

Please contact Susan Fleeman at (334) 242-5292 to set up an appointment for a technical assistance phone call to discuss specific requirements of the grant agreement prior to completion of the conditions in this letter.

Again, congratulations and I look forward to working with you on this project. Please contact me at (334) 242-5292 or broadband.fund@adeca.alabama.gov if you have questions or need additional information.

Sincerely,

Maureen E. Neighbors
Energy Division Chief

MEN:sf

Enclosures