



3095 BEACON BLVD. WEST SACRAMENTO, CA 95691 (916) 371-2422

**California Construction Advancement Program  
Standard Terms and Conditions  
2019 Industry Fund Grant Application**

Applicant: California Uniform Construction Cost Accounting Commission

Grantee Name & Address: State Controller's Office, Local Government Programs and Services Division, Local Government Policy Section, PO Box 942850, Sacramento, CA 94250

Contact Person: John Nunan Telephone: NA

Purpose of Grant: as stated in grant request

Grant #: 20-07 Amount: \$2,500.00 Payment Schedule: Quarterly

Reporting Dates: 1<sup>st</sup> 4/30/20 2<sup>nd</sup> 7/31/20 3<sup>rd</sup> 10/31/20 4<sup>th</sup> 1/31/21

1. Your organization has made an application for a grant from construction industry advancement funds administered by the California Construction Advancement Program (CCAP).
2. Execution of this agreement acknowledges your agreement that the funds paid through this grant shall be used only for the purposes set forth in the written proposal submitted by grantee and approved by the CCAP Trustees. Funds shall be distributed upon review of quarterly reports on the schedule indicated above.
3. Financial records of all programs funded by CCAP are subject to audit without notice at the discretion of the CCAP Board of Trustees. **Please note that financial reports submitted with the quarterly status updates must show complete budget with all funding sources.**
4. The Grantee shall submit periodic progress reports and financial statements on the program to the CCAP Administrator according to the schedule above. **The grantee shall submit report in .pdf format.** CCAP may delay grant payments or terminate grant funding if reports are not submitted when due. If required reports are not received by the Trust Administrator, grant distributions will be held until reports are current.
5. This grant is made subject to the condition that any funds not used for the purposes specified in the grant request, or funds which might remain unused and uncommitted because of a termination of the program for which the grant was issued, shall be promptly returned to the CCAP with a detailed accounting of all expenditures and obligations to date. This provision shall also include any revenue received, which might offset the grant award.

6. The CCAP Board of Trustees may withhold or terminate any grant payment for reasons, which, in the judgment of the Trustees, are just and sufficient.
7. Expenses shall **not** include any cash or in-kind contributions related to lobbying expenses such as advancing or opposing ballot issues; contributions to candidates for political office, elected or appointed officials or staff of any governmental agencies. Any grant funds used for such purposes must be immediately refunded to CCAP.
8. Programs shall not involve labor relations or labor negotiations.
9. The CCAP Trustees reserve the right to determine, either at the time of grant approval or subsequent thereto, the extent of CCAP participation in any awarded program. This determination shall be based on the overall needs of the construction industry and the desire to ensure maximum coordination between CCAP programs and other relevant construction industry activity.
10. Any publication or newsletter made possible in whole, or in part, by CCAP funding shall so state.
10. On-site observations by the CCAP Administrator may be arranged in cooperation with the program administrator.
11. Postage, office supplies, printing and similar program expenses shall be documented by Invoices and/or records of use, in the event of CCAP audit.
12. The grantee agrees to defend, indemnify, and hold CCAP, its Trustees, Officers, and Administrators harmless from any liability arising out of the activity funded by this grant.
13. Please Acknowledge, by the signature of an officer, director, or trustee of your organization, acceptance of the conditions of this grant. Your signature warrants that you have the authority to commit your organization to the terms of this grant. Final approval of annual grant is contingent upon Trustee receipt and review of this executed acknowledgement.

  
Approved By \_\_\_\_\_

CCAP Administrator \_\_\_\_\_

2/24/2020  
Date

Accepted By \_\_\_\_\_

\_\_\_\_\_  
Date