

## Arizona State Parks

1110 W Washington St, Suite 100, Phoenix, AZ 85007

### PROJECT SPONSOR AGREEMENT

This Agreement is entered into by and between the Arizona State Parks Board (BOARD) and The City of Flagstaff (PROJECT SPONSOR) and shall become effective on the date of signature by the authorized representative of Arizona State Parks.

<b>PROJECT TITLE:</b> McMillan Mesa Natural Area Signage		<b>PROJECT NUMBER:</b> ASPT #: 472612 ADOT #: M472612P Fed Aid #: RTP-I-503 CFDA #: 20.216	
<b>THIRD PARTY PARTICIPANT'S NAME:</b>		<b>FY OF REVENUE:</b>  2026	
<b>PROJECT PERIOD:</b>  All expenses and match to be submitted prior to <u>06/30/2026</u>			
<b>GRANT PROGRAM:</b> Recreational Trails Program – Safety and Environmental Education (SEE)	<b>GRANT AMOUNT:</b>  \$9,998.00	<b>PARTICIPANT MATCH:</b>  \$1,164.00	<b>TOTAL PROJECT COST:</b>  \$11,162.00
<b>APPROVED SCOPE OF WORK AND SPECIAL CONDITIONS:</b>  Attachment A & B			
<b>AUTHORITIES TO ENTER INTO THIS AGREEMENT:</b> (statute, resolution, minutes, etc.) STATUTE: A.R.S. §28-334 and §41-511      RESOLUTION: <b>Need Signed Resolution</b>			
<b>AWARDING OFFICIAL ON BEHALF OF THE ARIZONA STATE PARKS BOARD:</b>  Signature _____ Date _____ Kevin Brock Assistant Director			
<b>ACCEPTANCE OF ALL TERMS OF THIS AGREEMENT AND ITS ATTACHMENTS IS ACKNOWLEDGED BY THE PROJECT SPONSOR'S SIGNATURE BELOW.</b>		<b>PARTICIPANT ATTORNEY APPROVAL AS TO FORM AND AS BEING WITHIN THE AUTHORITY OF THE PROJECT SPONSOR (optional)</b>	
_____ <b>Signatory Name, Title</b>		_____ Attorney's Signature	
_____ Date		_____ Date	

The most recent version of the General Provisions based on the Project Sponsor and project type are attached and incorporated into this agreement.

**Arizona State Parks  
PROJECT SPONSOR AGREEMENT**

**Attachment A  
Approved Project Scope and Special Conditions**

**PROJECT SPONSOR:** City of Flagstaff

**PROJECT TITLE:**

**PROJECT NUMBER:** 472612

**PROJECT DESCRIPTION:** Funds will be used for:

- Design and development of kiosk signage and interpretive signs.
- Fabrication and installation of five kiosks at entry points.
- Creation and installation of four interpretive signs along the trails.
- Inclusion of temporary signage options for timely updates on safety and regulations.

**APPROVED PROJECT SCOPE:**

Staff/Personnel Costs (Match).....	\$1,164.00
Equipment/Materials.....	\$4,259.00
Other – Printing.....	\$5,739.00
<b>Total:</b>	<b>\$11,162.00</b>

**DESCRIPTION AND SOURCE(S) AND AMOUNTS FOR APPROVED MATCH**

The City of Flagstaff will provide up to \$1,164.00 of in-kind staff match for this project. A **minimum 5.7%** match will be required for each reimbursement.

**SPECIAL CONDITIONS:**

The administration of this grant agreement is additionally subject to the contents of the “Administrative Guidelines for Awarded Grants” found at: <https://arizona-content.usedirect.com/storage/2024-2025GrantManual.docx.pdf>

Project applications are submitted as “shovel-ready” and project activities must begin immediately upon final execution of the project sponsor agreement.

**Detailed status quarterly reporting in ASPT’s on-line system is required. Failure to provide status reports when required may result in funds being withdrawn. Reports due: End of September, December, March, and June.**

**Detailed Financial reports (Claims) in ASPT’s on-line system are required at a minimum of every 6 months. Failure to provide these reports may result in a withdrawal (cancellation) of the project.**

See the General Provisions – Attachment B

**OTHER CONDITIONS**

Every payment obligation of the State under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the State in the event this provision is exercised, and the State shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

If any archeological remains are encountered during project related ground disturbance, work will cease in the area of the discovery and the participant will inform the Director of the Arizona State Museum pursuant to A.R.S. 41-844. The participant will then inform the Chief of Grant and Trails of the discovery to determine any further action that may be necessary.

Allocated project funds can only be expended on the designated scope items.

**Project costs above 10% of any line item must be approved by park staff prior to submitting that reimbursement. Failure to request this change prior to submission will not be reimbursed.**

DRAFT