



Affiliate or Subsidiary Disclosure and Certification Form

Instructions: Grant recipients must complete this form for each affiliate or subsidiary for each project that has planned eligible, allocable costs for the work outlined in a grant agreement scope of work.

An affiliate means a person or entity that directly or indirectly owns or controls, is owned or controlled by or is under common ownership or control with, another person or entity, with an interest or ownership that exceeds 10 percent.

A subsidiary is an entity in which another entity (for example a parent or holding company) has a controlling share.

A DBA is not considered an affiliate or subsidiary.

Provide the Following Information

- A. Name of Grant Recipient: _____
- B. Project Name: _____
- C. Award ID: _____
- D. Name of entity (affiliate or subsidiary): _____
- E. Percentage ownership of the entity: _____

Answer the following disclosure questions:

1. Does the named entity provide the goods or services provided to the grant recipient within their normal business operation? [Yes / No] _____
2. Does the named entity provide similar goods or services to other purchasers or are they only providing goods/services to the grant recipient? [Others / Exclusive] _____
3. Does the grant recipient purchase goods or services from the named entity for the types of activities listed in the scope of work (for example broadband construction) that are not funded with public grants or subsidies? [Yes / No] _____

Grant recipient's authorized representative must initial each of the certification statements:

____ Expenses from the named entity will only reflect actual costs that are reasonable, allowable and allocable to the project for which they are submitted.

_____ Expenses submitted from the named entity will be equal to or less than the market rate that the grant recipient would pay if they used an external vendor or non-affiliate contractor.

_____ The grant recipient does not pay the named entity more for goods and services purchased for projects with grant funding or public subsidy.

Grant Agreement Terms Remain

All eligible costs submitted by the grant recipient for costs paid to the named entity continue to follow all the other terms in the grant agreement. The costs must be properly and sufficiently documented. The costs must be already paid (not planned or just invoiced), the documentation should clearly show what goods or services were purchased, when the goods or services were purchased and follow other requirements in the grant agreement.

Signature: _____

Date: _____

By signing this, I certify that the statements herein are true, complete and accurate to the best of my knowledge. I also agree to comply with any terms that may change in the grant agreement. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (See 18 U.S.C. §1001). If the relationship between the grant recipient and affiliate or subsidiary changes during the performance period, I understand it is the responsibility of the grant recipient to update this form. I understand that the statement in this certification and disclosure may be reviewed, and the Commission may request additional information, including but not limited to review of the underlying documentation of actual costs of any affiliate or subsidiary.