

September 17, 2020,

Dear Regina Burkett,  
Project: **AR-54400**

Attached separately to this email you will find Delta Regional Authority's (DRA) standard award documents (listed below), which must be agreed to for receipt of the Notice to Proceed. If the terms and conditions in the award documents are acceptable, this page must be signed by the authorized official, notarized and returned to the Basic Agency listed below within 45-days. Additionally, if this project's budget included any other uncommitted source(s) of funding, you will have 6-months from the date of this letter to provide DRA with documentation proving those funds are now authorized for use on this project. Only when all other funds are committed will you receive the Notice to Proceed. If for any reason either of these two milestones are not met, the DRA award could be rescinded.

No project activities shall begin prior to the awardee's receipt of the Notice to Proceed, without prior written approval from DRA. The awardee will be given a maximum of 12-months from the date of the Notice to Proceed to request the first reimbursement of DRA funds. Failure to meet this milestone will also result in the award being rescinded.

1. **Memorandum of Agreement**
2. **Mediation and Arbitration Disclosures**
3. **Arbitration Agreement**
4. **Notice of Basic Agency Transfer**
5. **Environmental Declaration and Indemnity**
6. **Board Resolutions Example**
7. **Automated Clearing House Form (ACH)**

The approved project application details are as follows:

**Investment Details:**

|   |             |
|---|-------------|
| DRA Investment (LDD Admin Fee Included \$9,090) | \$509,000   |
| Other Public/Project Investment                 | \$2,000,000 |
| Other Private/Capital Investment                | \$0         |
| Total Investment                                | \$2,509,000 |

**The Basic Agency for this project is identified as:**

East Arkansas Planning and Development District  
2905 King Street P.O. Box 1403  
Jonesboro, AR 72403  
P: (870) 932-3957

If you have any questions or comments regarding these documents or the administration of your project, please address them to Amanda Allen, SEDAP Manager, at [aallen@dra.gov](mailto:aallen@dra.gov).

The awardee affirms this award and the statements and documents produced in the accompanying award application are true and correct. By executing this Award Agreement with DRA, the awardee adopts and ratifies all statements, representations, warranties, covenants, and materials it has submitted to DRA, consents to the award, and agrees to all terms and conditions of this Award Agreement.

**Authorized Awardee Signatory**

Signature: \_\_\_\_\_  
Print Name/Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Notary Public Seal**

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Kemp Morgan  
Director of Project Management and Development**

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_