

ENCLOSURE A
SUBRECIPIENT DIRECT PROCUREMENT ASSURANCE CERTIFICATION¹

Name of Subrecipient

Name of Designated Political Subdivision

Name of Authorized Official for the Subrecipient

Name of Authorized Official for the Political Subdivision

Grant Program(s)

Title of Authorized Official for the Political Subdivision

Federal Fiscal Year(s)

As the authorized official for the subrecipient, I certify that:

- The political subdivision identified above has agreed to be, and been designated as, a political subdivision that will perform approved procurements on behalf of the named subrecipient in accordance with the U.S. Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) grant programs listed above;
- I am aware of the laws, regulations, and guidance applicable to the DHS/FEMA grant programs and specifically of Part 200 of Title 2 of the Code of Federal Regulations addressing procurement with such DHS/FEMA grant program funds. Any procurement under this grant program will fully comply with all laws, regulations, and guidance applicable to the grant program funds;
- Although the designated political subdivision is performing the procurement procedure, the responsibility to ensure all purchases comply with all laws, regulations, and guidance remains with the subrecipient;
- The designated political subdivision maintains written selection procedures for procurement and I have provided an official copy of those written procedures enclosed with this certification;
- All proposed purchases will be itemized and submitted in writing to PEMA's Grants Management Division prior to any procurement for eligibility review under the DHS/FEMA grant guidance;
- I understand that procurement will not commence until PEMA's Grants Administration Division provides written approval of eligibility for any and all proposed purchases, and that approval for direct procurement does not alter or change any existing requirements attached to receipt of these grant funds. Any purchase that is not authorized under the respective DHS/FEMA grant program and approved as eligible by PEMA will not be reimbursed.

By: _____
Subrecipient Authorized Official

Date: _____

¹ Pursuant to 2 CFR §§ 200.317-326

ENCLOSURE B
POLITICAL SUBDIVISION DIRECT PROCUREMENT CERTIFICATION²

Name of Designated Political Subdivision

Name of Subrecipient

Name of Authorized Official for the Political Subdivision

Name of Authorized Official for the Subrecipient

Title of the Authorized Official for the Political Subdivision

Title of the Authorized Official for the Subrecipient

The Subrecipient has designated the above named Political Subdivision to conduct authorized and eligible procurements on its behalf pursuant to the federal DHS/FEMA grant program administered by PEMA. The designated Political Subdivision official listed above certifies that the Political Subdivision:

- has agreed to conduct procurements on behalf of the Subrecipient;
- is aware of the requirements for procurements using DHS/FEMA grant funds found in Part 200 of Title 2 of the Code of Federal Regulations (2 CFR §§ 200.317-326);
- abides by procurement laws and procedures that conform to applicable federal law and 2 CFR §§ 200.317-326;
- will conduct procurement transactions in a manner that provides full and open competition consistent with the standards of 2 CFR § 200.319;
- will follow existing procurement laws applicable to the Political Subdivision unless an aspect of applicable procurement law does not conform with 2 CFR Part 200, in which case the Political Subdivision will follow the standards set forth in 2 CFR Part 200;
- maintains written selection procedures for procurement transactions and has provided an official copy to the Subrecipient for transmission to PEMA;
- understands that any purchases not authorized by the respective DHS/FEMA grant program and approved as eligible by PEMA will not be reimbursed.

By: _____
Authorized Official for the Political Subdivision

By: _____
Authorized Official for the Subrecipient

Date: _____

Date: _____

² Pursuant to 2 CFR §§ 200.317-326