

**State of California  
Health and Human Services Agency  
Department of Community Services and Development**

**LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)  
STATE PLAN APPLICATION**

**ABBREVIATED MODEL PLAN  
FEDERAL FISCAL YEAR (FFY) 2014  
October 1, 2013 – September 30, 2014**

**Submitted to:  
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
ADMINISTRATION FOR CHILDREN AND FAMILIES  
OFFICE OF COMMUNITY SERVICES**

**EDMUND G. BROWN, JR.  
Governor**

**DIANA S. DOOLEY  
Secretary, California Health and Human Services Agency**

**LINNÉ STOUT  
Director, Department of Community Services and Development**



LINNÉ K. STOUT  
DIRECTOR

State of California-Health and Human Services Agency  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
2389 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833  
Telephone: (916) 576-7109 | Fax: (916) 263-1406  
[www.csd.ca.gov](http://www.csd.ca.gov)



EDMUND G. BROWN JR.  
GOVERNOR

August 29, 2013

Jeannie L. Chaffin  
U.S. Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services, Division of State Assistance  
370 L'Enfant Promenade, S.W.  
Washington, D. C. 20447

**SUBJECT: LOW-INCOME HOME ENERGY ABBREVIATED STATE PLAN  
APPLICATION FOR FEDERAL FISCAL YEAR 2014**

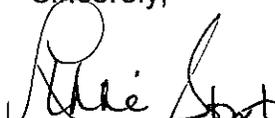
Dear Director Chaffin:

Enclosed is the State of California's Low-Income Home Energy Assistance Program (LIHEAP) Abbreviated State Plan Application for Federal Fiscal Year 2014 and the LIHEAP Household Report for Federal Fiscal Year 2013.

Pursuant to Title XXVI of the Omnibus Budget Reconciliation Act of 1981, as amended, I certify that the Department of Community Services and Development (CSD) will comply with the sixteen federal assurances. A delegation letter from Governor Brown is enclosed.

On August 16, 2013, CSD conducted a public hearing on the proposed LIHEAP Abbreviated State Plan Application, as required by federal law. No public testimony was presented.

Sincerely,

  
LINNÉ STOUT  
Director

Enclosures



OFFICE OF THE GOVERNOR

May 26, 2011

Ms. Yolanda J. Butler, Ph.D.  
Acting Director  
Office of Community Services  
Administration for Children and Families  
U.S. Department of Health and Human Services  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20447

Dear Ms. Butler:

Pursuant to 42 U.S.C. 9908(a)(1) and Title 45, Part 96.10(b) of the Code of Federal Regulations, I hereby delegate signature authority to John A. Wagner, Acting Director of the State of California's Department of Community Services and Development, and his successor, for the purposes of submitting the application and certifying compliance with federal assurances relating to the Community Services Block Grant and Low-Income Home Energy Assistant Program.

Sincerely,

A handwritten signature in black ink that reads "Edmund G. Brown Jr." with a stylized flourish at the end.

Edmund G. Brown Jr.



**LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)**

**ABBREVIATED MODEL PLAN**

**PUBLIC LAW 97-35, AS AMENDED**

**FISCAL YEAR (FY) 2014**

**GRANTEE State of California, Department of Community Services and Development**

**EIN: 1-94-600001347-K4**

**ADDRESS: Sacramento, CA 95812-1947**

**2389 Gateway Oaks Drive, Suite 100**

**Sacramento, CA 95833**

**NAME OF LIHEAP COORDINATOR: Sylmia Britt**

**EMAIL: [SBritt@csd.ca.gov](mailto:SBritt@csd.ca.gov)**

**TELEPHONE: 916-576-7153 FAX: 916-263-1406**

**LAST DETAILED MODEL PLAN FILED: FY 2013**

**PLEASE CHECK ONE: TRIBE \_\_\_\_\_ STATE X INSULAR AREA \_\_\_\_\_**

**Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services  
Washington, D.C. 20447**

**August 1987, revised 05/92, 02/95, 03/96, 12/98, 11/01**

**OMB Approval No. 0970-0075, Expiration Date: 04/30/2014**

**THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)**

Use of this model plan is optional. However, the information requested is required in order to receive a Low Income Home Energy Assistance Program (LIHEAP) grant in years in which a grantee is not required to use the detailed model plan. Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

GRANTEE: Department of Community Services and Development FY2014 Assurances

The Department of Community Services and Development agrees to:  
(Grantee Name)

(1) use the funds available under this title to--

(A) conduct outreach activities and provide assistance to low income households in meeting their home energy costs, particularly those with the lowest incomes that pay a high proportion of household income for home energy, consistent with paragraph (5);

(B) intervene in energy crisis situations;

(C) provide low-cost residential weatherization and other cost-effective energy-related home repair; and

(D) plan, develop, and administer the State's program under this title including leveraging programs,

and the State agrees not to use such funds for any purposes other than those specified in this title;

(2) make payments under this title only with respect to--

(A) households in which one or more individuals are receiving--

(i) assistance under the State program funded under part A of title IV of the Social Security Act;

(ii) supplemental security income payments under title XVI of the Social Security Act;

(iii) food stamps under the Food Stamp Act of 1977; or

(iv) payments under section 415, 521, 541, or 542 of title 38, United States Code, or under section 306 of the Veterans' and Survivors' Pension Improvement Act of 1978; or

(B) households with incomes which do not exceed the greater of --

(i) an amount equal to 150 percent of the poverty level for such State; or

(ii) an amount equal to 60 percent of the State median income;

except that a State may not exclude a household from eligibility in a fiscal year solely on the basis of household income if such income is less than 110 percent of the poverty level for such State, but the State may give priority to those households with the highest home energy costs or needs in relation to household income.

GRANTEE: Department of Community Services and Development FY2014

(3) conduct outreach activities designed to assure that eligible households, especially households with elderly individuals or disabled individuals, or both, and households with high home energy burdens, are made aware of the assistance available under this title, and any similar energy-related assistance available under subtitle B of title VI (relating to community services block grant program) or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(4) coordinate its activities under this title with similar and related programs administered by the Federal Government and such State, particularly low-income energy-related programs under subtitle B of title VI (relating to community services block grant program), under the supplemental security income program, under part A of title IV of the Social Security Act, under title XX of the Social Security Act, under the low-income weatherization assistance program under title IV of the Energy Conservation and Production Act, or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;

(5) provide, in a timely manner, that the highest level of assistance will be furnished to those households which have the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size, except that the State may not differentiate in implementing this section between the households described in clauses 2(A) and 2(B) of this subsection;

(6) to the extent it is necessary to designate local administrative agencies in order to carry out the purposes of this title, to give special consideration, in the designation of such agencies, to any local public or private nonprofit agency which was receiving Federal funds under any low-income energy assistance program or weatherization program under the Economic Opportunity Act of 1964 or any other provision of law on the day before the date of the enactment of this Act, except that--

(A) the State shall, before giving such special consideration, determine that the agency involved meets program and fiscal requirements established by the State; and

(B) if there is no such agency because of any change in the assistance furnished to programs for economically disadvantaged persons, then the State shall give special consideration in the designation of local administrative agencies to any successor agency which is operated in substantially the same manner as the predecessor agency which did receive funds for the fiscal year preceding the fiscal year for which the determination is made;

(7) if the State chooses to pay home energy suppliers directly, establish procedures to --

(A) notify each participating household of the amount of assistance paid on its behalf;

GRANTEE: Department of Community Services and Development FY2014

(B) assure that the home energy supplier will charge the eligible household, in the normal billing process, the difference between the actual cost of the home energy and the amount of the payment made by the State under this title;

(C) assure that the home energy supplier will provide assurances that any agreement entered into with a home energy supplier under this paragraph will contain provisions to assure that no household receiving assistance under this title will be treated adversely because of such assistance under applicable provisions of State law or public regulatory requirements; and

(D) ensure that the provision of vendored payments remains at the option of the State in consultation with local grantees and may be contingent on unregulated vendors taking appropriate measures to alleviate the energy burdens of eligible households, including providing for agreements between suppliers and individuals eligible for benefits under this Act that seek to reduce home energy costs, minimize the risks of home energy crisis, and encourage regular payments by individuals receiving financial assistance for home energy costs;

(8) provide assurances that --

(A) the State will not exclude households described in clause (2)(B) of this subsection from receiving home energy assistance benefits under clause (2), and

(B) the State will treat owners and renters equitably under the program assisted under this title;

(9) provide that --

(A) the State may use for planning and administering the use of funds under this title an amount not to exceed 10 percent of the funds payable to such State under this title for a fiscal year and not transferred pursuant to section 2604(f) for use under another block grant; and

(B) the State will pay from non-Federal sources the remaining costs of planning and administering the program assisted under this title and will not use Federal funds for such remaining cost (except for the costs of the activities described in paragraph (16));

(10) provide that such fiscal control and fund accounting procedures will be established as may be necessary to assure the proper disbursement of and accounting for Federal funds paid to the State under this title, including procedures for monitoring the assistance provided under this title, and provide that the State will comply with the provisions of chapter 75 of title 31, United States Code (commonly known as the "Single Audit Act");

(11) permit and cooperate with Federal investigations undertaken in accordance with section 2608;

GRANTEE: Department of Community Services and Development FY2014

(12) provide for timely and meaningful public participation in the development of the plan described in subsection (c);

(13) provide an opportunity for a fair administrative hearing to individuals whose claims for assistance under the plan described in subsection (c) are denied or are not acted upon with reasonable promptness; and

(14) cooperate with the Secretary with respect to data collecting and reporting under section 2610.

(15)\* beginning in fiscal year 1992, provide, in addition to such services as may be offered by State Departments of Public Welfare at the local level, outreach and intake functions for crisis situations and heating and cooling assistance that is administered by additional State and local governmental entities or community-based organizations (such as community action agencies, area agencies on aging and not-for-profit neighborhood-based organizations), and in States where such organizations do not administer functions as of September 30, 1991, preference in awarding grants or contracts for intake services shall be provided to those agencies that administer the low-income weatherization or energy crisis intervention programs.

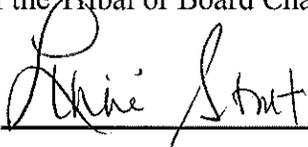
**\* This assurance is applicable only to States, and to territories whose annual regular LIHEAP allotments exceed \$200,000. Territories with annual allotments of \$200,000 or less and Indian tribes/tribal organizations are not subject to Assurance 15.**

(16) use up to 5 percent of such funds, at its option, to provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance, including needs assessments, counseling, and assistance with energy vendors, and report to the Secretary concerning the impact of such activities on the number of households served, the level of direct benefits provided to those households, and the number of households that remain unserved.

GRANTEE: Department of Community Services and Development FY2014

Certification to the Assurances: As Chief Executive Officer, I agree to comply with the sixteen assurances contained in Title XXVI of the Omnibus Budget Reconciliation Act of 1981, as amended.\* By signing these assurances, I also agree to abide by the standard assurances on lobbying, debarment and suspension, and a drug-free workplace.

Signature of the Tribal or Board Chairperson or Chief Executive Officer of the State or Territory.\*\*

Signature:  LINNÉ STOUT

Title: Director

Date: August, 29, 2013

**\* Indian tribes/tribal organizations, and territories with annual regular LIHEAP allotments of \$200,000 or less, are not subject to assurance 15, and thus must only certify to 15 assurances.**

**\*\* If a person other than the Chief Executive Officer of the State or territory, or Tribal Chairperson or Board Chairperson of a tribal organization, is signing the certification to the assurances, a letter must be submitted delegating such authority. (PLEASE ATTACH DELEGATION of AUTHORITY.) The delegation must include authority to sign the assurances, not just to administer the program.**

**\*\*\* HHS needs the EIN (Entity Identification Number) of the State, territory or Tribal agency that is to receive the grant funds before it can issue the grant.**

In the above assurances which are quoted from the law, "State" means the 50 States, the District of Columbia, an Indian Tribe or Tribal Organization, or a Territory; "title" of the Act refers to Title XXVI of the Omnibus Budget Reconciliation Act of 1981 (OBRA), as amended, the "Low Income Home Energy Assistance Act"; "section" means Section 2605 of OBRA; and, "subsection" refers to Section 2605(b) of OBRA.

**Modified LIHEAP FY 2013 Application**

Please list all changes made from your most recent detailed plan.

<u>Page</u>	<u>Subject</u>	<u>Modification</u>
7	LIHEAP Use Of Funds	CSD will alter its use of LIHEAP funds as follows: <u>14.61</u> % heating assistance <u>14.61</u> % cooling assistance <u>30.70</u> % crisis assistance  2605(k)(1) <u>15.00</u> % weatherization assistance*  <u>10.00</u> % carryover to the following fiscal year  2605(b)(9) <u>10.00</u> % administrative and planning costs  2605(b)(16) <u>5.00</u> % services to reduce home energy needs including needs assessment (assurance 16)  <u>0.08</u> % used to develop and implement leveraging activities (limited to the greater of 0.08% or \$35,000 for States, the greater of 2% or \$100 for territories, tribes and tribal organizations). <u>100.00</u> % <b>TOTAL</b>
9	Categorical Eligibility	CSD will not have categorical eligibility for SNAP, known as CalFresh in California. Instead, the nominal benefit provided to the client will be used, as an outreach cost to increase the participation and awareness of CalFresh recipients of the LIHEAP program. CalFresh beneficiaries, who receive the LIHEAP outreach funding, will still apply for the program under the standard eligibility and verification methodology employed for other applicants.
35	Leveraging	CSD, in partnership, with the California Public Utilities Commission (CPUC), and the major investor owned utilities have undertaken a data sharing pilot project that  focuses on three areas: general data sharing, a bulk

GRANTEE: Department of Community Services and Development FY2014

purchasing endeavor, geographic coordination of services and solar water heater replacement.

The data sharing pilot focuses on addressing the need for CSD to coordinate with utilities in order to exchange and receive consumption data, as well as, data associated with weatherized homes, in an attempt to improve the delivery of services to the low income population.

The bulk purchasing pilot leverages the utility buying power with the needs of our provider network. Based on need, participating providers will work with the utilities to purchase items for their inventory through the utilities' bulk purchasing method. The intended effect of the pilot is to exact a per measure cost savings by lowering the material cost.

The geographic coordination pilot is focused on evaluating the benefits of using one contractor or single point of contact for the delivery of combined weatherization program services for LIHEAP and utility funded low income programs, in order to reduce overhead, administrative, and delivery costs per household serviced.

CSD, and its provider network, and three investor owned utilities, have also partnered to administer an innovative pilot project surrounding solar water heaters. The pilot project consists of leveraging the Department's 2012 LIHEAP Leveraging award funds with utility financed incentives (rebates) to fund the installation of solar water heater systems on a select number of low-income households.

CSD intends to use a portion of the 2012 LIHEAP Leveraging Award funds and 2013 LIHEAP administrative funds to support the implementation of the pilot Solar Water Heater Pilot program. The Solar program will be geared towards providing qualified low-income households with a solar water heater. CSD will dedicate \$1.6 million dollars of 2012 Leveraging funds and \$80,000 of 2013 LIHEAP funds to the Solar Water Heater Pilot program.

GRANTEE: Department of Community Services and Development FY2014  
Please specify whether you are using calendar year 2013 poverty level **or** FY 2014 median income estimates in determining eligibility:

2011 poverty level \_\_\_\_\_%

**OR**

FY 2012 median income 60%

Please describe how you obtained public participation in the development of your 2014 plan. (For States, please also provide information on your public hearings.):

On August 2, 2013, the draft 2014 Low-Income Home Energy Assistance Program (LIHEAP) Abbreviated Model Plan Application was made available for review through a public notice published in several newspapers in the north, central, and southern parts of the state, posted to CSD's public website, emailed to CSD's network of LIHEAP Service Providers, emailed to the California Public Utilities Commission (CPUC) and emailed to investor owned utilities in California.

The notification announced the date, time, and location of the public hearing. Public Notices were. Publication of these notices was posted ten days prior to the August 16, 2013 hearing date. The public had until 5:00 p.m. on August 16, 2013 to submit written comments.

A public hearing was conducted on August 16, 2013 at 10:00 a.m. at the Department of Community Services and Development (CSD), 2389 Gateway Oaks Drive, Sinex Conference Room, Sacramento, CA 95833.

No written comments were received from the public, LIHEAP Service Providers, the CPUC or investor owned utilities during the neither the public comment period nor hearing.

Date Carryover and Reallotment Report submitted: August 1, 2013

Submit Continuation Pages as Necessary

### ADDITIONAL CERTIFICATIONS AND REQUIREMENTS

Attached are additional certifications required as follows:

- \* **Lobbying certification**, which must be filed by all States and territories. If applicable, Form LLL, which discloses lobbying payments, must be submitted. **(Tribes and tribal organizations are EXEMPT.)**
- \* **Debarment and suspension certification**, which must be filed by all grantees.
- \* **Drug-free workplace requirement certification**, which must be filed by all grantees, unless the grantee has filed a statewide certification with the Department of Health and Human Services. **STATES ONLY:** If you have filed a statewide certification for the drug-free workplace requirement, please check here: \_\_\_\_\_
- \* One of the requirements included in the 1994 reauthorization of the statute is that grantees must include in their annual application for funds a report on the number and income levels of households applying for and receiving LIHEAP assistance, and on the number of recipient households that have members who are elderly, disabled, or young children.  
  
**All Tribes and those territories with allotments of less than \$200,000** need only submit data on the number of households served by each component (heating, cooling, weatherization and crisis). The approval for the collection of information contained in the **LIHEAP Household Report** is covered by OMB approval number 0970-0060.
- \* Though not a part of this application, the report on funds to be carried over or available for reallocation as required by section 2607(a) for the preceding year must be submitted by August 1 of each year. A grant award for the current fiscal year may not be made until the carryover/reallocation report is received. The approval for the collection of information contained in the **LIHEAP Carryover and Reallocation Report** is covered by OMB approval number 0970-0106.

GRANTEE: Department of Community Services and Development FY2014

**CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

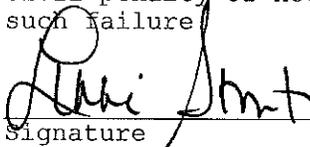
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature  
Director

Title

Department of Community of Services and Development  
Organization

GRANTEE: Department of Community Services and Development FY2014  
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER  
RESPONSIBILITY MATTERS**

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary  
Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled ``Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant

GRANTEE: Department of Community Services and Development FY2014 may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

\*\*\*\*\*

#### Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

##### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction

GRANTEE: Department of Community Services and Development FY2014 originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction,

principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, [[Page 33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled ``Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

\*\*\*\*\*

Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion--Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither

GRANTEE: Department of Community Services and Development FY2014  
it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

## **CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS**

---

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

---

### Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

GRANTEE: Department of Community Services and Development FY2014

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

*Controlled substance* means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

*Conviction* means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

*Criminal drug statute* means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

*Employee* means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

## Certification Regarding Drug-Free Workplace Requirements

### Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about --
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
  - (1) Abide by the terms of the statement; and

GRANTEE: Department of Community Services and Development FY2014

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted –

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

2389 Gateway Oaks Drive, Suite 100, Sacramento, Sacramento County, CA 95833

Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]

GRANTEE: Department of Community Services and Development FY2014

**Attachment One: Public Hearing Comments and Responses**

No Public Hearing comments were made.

GRANTEE: Department of Community Services and Development FY2014

**Attachment Two: Notices of Public Hearing**

- CSD's Website
- Notice emailed to all LIHEAP Service Providers
- Public Notice published in the following newspapers:
  - LA Opinion
  - Los Angeles Times
  - Redding Record Searchlight
  - The Sacramento Bee

Screen print of CSD's website

The screenshot shows the website for the California Department of Community Services & Development. The header includes the CA.GOV logo, the department name, and navigation links for Home, About Us, Services, Resources, Newsroom, and Contact Us. A search bar is also present. The main content area is titled "CSD Public Notices, Meetings, Events & Important Dates" and features a section for "PUBLIC NOTICES". The first notice is for the "2014-15 DRAFT CSBG State Plan & Application", which is available for public viewing and comment. A public/legislative hearing on the State Plan is scheduled for Tuesday, August 20, 2013. The second notice is for a "PUBLIC HEARING: 2014 DRAFT LIHEAP State Plan" on Friday, August 16, 2013, from 10:00 AM to 12:00 PM. The hearing is one-time and of normal priority. The description states that the FFY 2014 DRAFT Low-Income Home Energy Assistance Program (LIHEAP) State Plan is available for public viewing and comment. A public hearing on the State Plan will be held on Friday, August 16, 2013, at 10:00 a.m. at the Department of Community Services and Development, Sinex Conference Room, 2389 Gateway Oaks Drive, #100, Sacramento, CA 95833. Written comments regarding the State Plan will be accepted until 5 p.m. on Friday, August 16, 2013. The footer indicates the page was owned by CSD-CA on Friday, August 02, 2013.

Screen print of CSD's calendar from CSD's website

The screenshot shows the website for the California Department of Community Services & Development. The header includes the CA.GOV logo and navigation links: Home, About Us, Services, Resources, Newsroom, and Contact Us. The main content area is titled "CSD Public Notices, Meetings, Events & Important Dates" and features a section for "PUBLIC NOTICES".

**2014-15 DRAFT CSBG State Plan & Application**

The 2014-15 DRAFT Community Services Block Grant (CSBG) State Plan and Application is available for public viewing and comment:

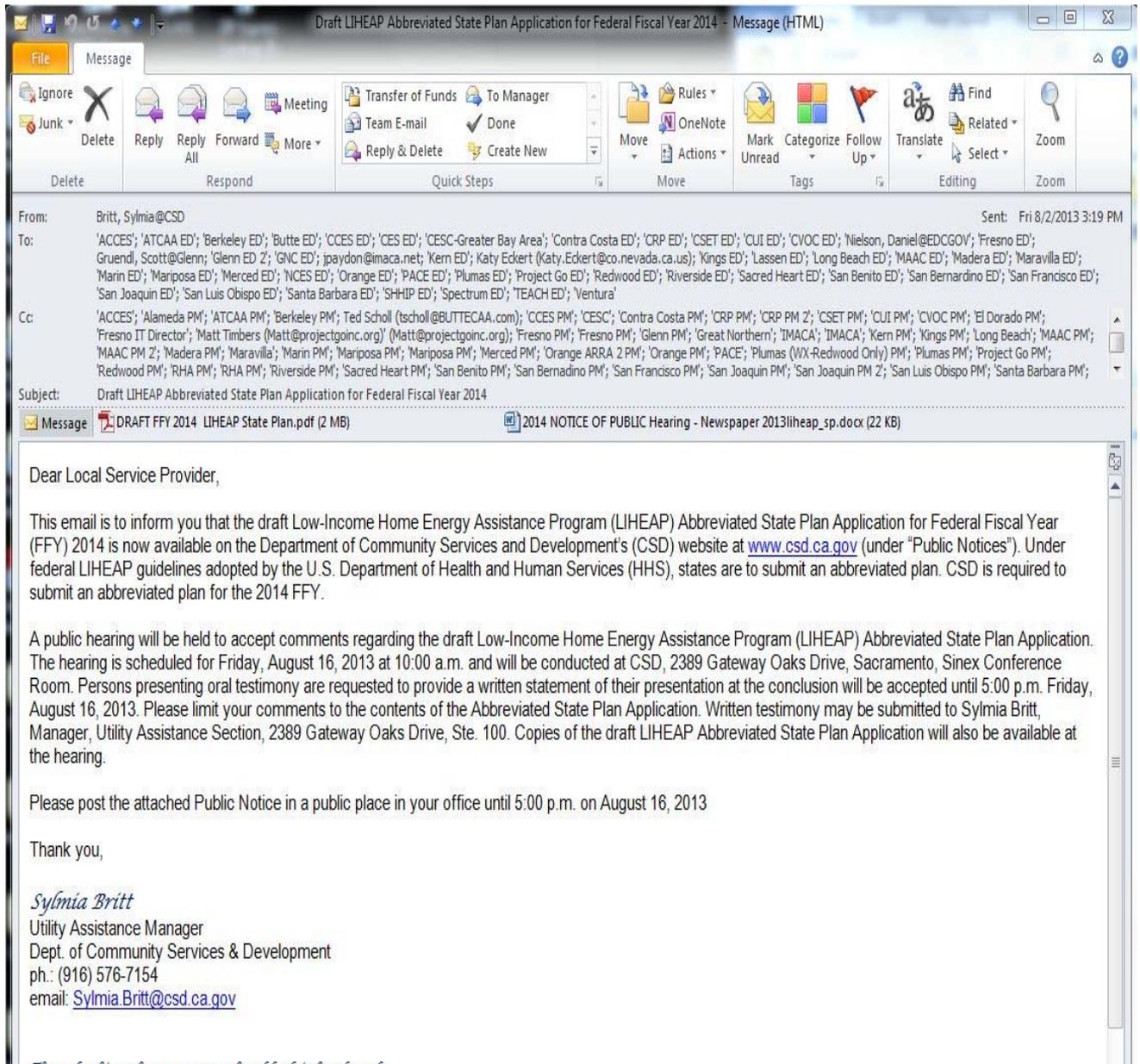
- 2014-15 DRAFT CSBG State Plan and Application

A public/legislative hearing on the State Plan will be hosted by the State Legislature on Tuesday, August 20, 2013. See the calendar for more details.

The calendar for August 2013 is displayed below, with the current date (8/21/2013) highlighted. The calendar shows the following events:

July	August 2013							September
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
28	29	30	31	1	2	3	PUBLIC NOTICE: 2014 DRAFT LIHEAP STATE PLAN APPLICATION	
4	5	6	7	8	9	10		
11	12	13	14	15	16	17	PUBLIC HEARING: 2014 DRAFT LIHEAP State Plan	
18	19	20	21	22	23	24	2014-15 CSBG State Plan Legislative/Public Hearing	
25	26	27	28	29	30	31		

Email sent to all LIHEAP Service Providers



GRANTEE: Department of Community Services and Development FY2014  
 Proof of Publications

PROOF OF PUBLICATION  
 (2015.5C.C.P.)

**La Opinión**  
 www.laopinion.com 

700 S. Flower St. • Los Angeles, CA 90017  
 Tel: (213) 896-2260 • Fax: (213) 896-2238

STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of La Opinión a newspaper of general circulation, printed and published daily in the city of Los Angeles, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of July 28, 1969, Case Number: 950176; that the notice, of which the annexed is a printed copy, has been published in each regular and not in any supplement thereof on the following dates, to-wit:

August 2nd

all in the year 20 13

I certified (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Los Angeles, California, this 2nd day of Aug, 20 13

Sylvia Brito  
 Signature

ADV #017 Controlled  
 Rev. 03/12

This space is for the County Clerk's filing Stamp

Proof of publication:

STATE OF CALIFORNIA - DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT NOTICE OF PUBLIC HEARING- DRAFT ABBREVIATED LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) STATE PLAN APPLICATION for FISCAL YEAR (FFY) 2014

A public hearing to receive comments on the Draft Abbreviated LIHEAP State Plan Application for FFY 2014 is scheduled for Friday, August 16, 2013 at 10:00 a.m. at the Department of Community Services and Development, Sinex Conference Room, 2389 Gateway Oaks Drive, Sacramento, CA 95833. Persons presenting oral testimony are requested to provide a written statement of their presentation at the conclusion of their testimony. If unable to attend, send written comments to: Department of Community Services and Development, 2389 Gateway Oaks Drive #100, Sacramento, CA 95833, Attention: Sylvia Brito, Manager, Utility Assistance Section. Written comments will be accepted until 5:00 p.m., August 16, 2013. A copy of the Draft LIHEAP Abbreviated State Plan Application is available by accessing CSD's web site, <http://www.csd.ca.gov>, under "Public Notices & Meetings". NOTICE: Americans with Disabilities Act - Individuals who, because of a disability, need special assistance to attend the public hearing, may request assistance by calling Jay Kubo at (916) 678-7182. Requests should be made at least five working days in advance.

An Impremedia Company

GRANTEE: Department of Community Services and Development FY2014

RECORDING/FILING REQUESTED BY AND MAIL TO:  
Department of Communication Services & Development  
2389 Gateway Oaks Dr. Ste 100  
Sacramento, CA 95833

PROOF OF PUBLICATION  
(California Code of Civil Procedure 2010, 2015.5)

STATE OF CALIFORNIA  
County of Los Angeles

I am a citizen of the United States and a resident of the aforesaid County. I am over the age of eighteen years (18) years, and not a party to or interested in the above-entitled matter. I am the Principal Clerk of the printer of the **LOS ANGELES TIMES**, a newspaper of general circulation, printed and published DAILY in the City of Los Angeles, County of Los Angeles and which newspaper was adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of April 28, 1952, Case Number 598599. The notice, a true and correct copy of which is annexed, has been published in each regular and entire issue of said newspaper on the following dates, to wit:

FRIDAY; AUGUST 2, 2013

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated at Los Angeles, California,

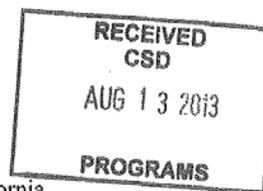
This 8<sup>th</sup> day of August, 2013

  
Signature

Jessica Winn

STATE OF CALIFORNIA - DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT  
NOTICE OF PUBLIC HEARING - DRAFT ABBREVIATED LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) STATE PLAN APPLICATION for FISCAL YEAR (FFY) 2014

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In the Superior Court of the State of California  
in and for the County of Shasta

CERTIFICATE OF PUBLICATION  
RECORD SEARCHLIGHT

CALIFORNIA DEPT COMMUNITY SVCS  
2389 GATEWAY OAK Dr  
SACRAMENTO CA 95833

REFERENCE: 288204 JAY KUBO  
6785834 STATE OF CALIFORNIA

State of California  
County of Shasta

I hereby certify that the Record Searchlight is a newspaper of general circulation within the provisions of the Government Code of the State of California, printed and published in the City of Redding, County of Shasta, State of California; that I am the principal clerk of the printer of said newspaper; that the notice of which the annexed clipping is a true printed copy was published in said newspaper on the following dates, to wit;

STATE OF CALIFORNIA - DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT  
NOTICE OF PUBLIC HEARING- DRAFT ABBREVIATED LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) STATE PLAN APPLICATION for FISCAL YEAR (FFY) 2014

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NOTICE: Americans With Disabilities Act - Individuals who, because of a disability, need special assistance to attend the public hearing, may request assistance by calling Jay Kubo at (916) 576-7102. Requests should be made at least five working days in advance.

August 2, 2013 6785834

PUBLISHED ON: 08/02

FILED ON: 08/02/13

I certify under penalty of perjury that the foregoing is true and correct, at Redding, California on the above date.



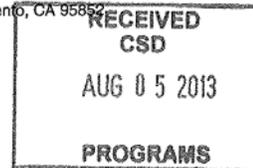
RECORD SEARCHLIGHT  
1101 Twin View Blvd, Redding, CA 96003

GRANTEE: Department of Community Services and Development FY2014

## The Sacramento Bee

P.O. Box 15779 • 2100 Q Street • Sacramento, CA 95832

CA DEPT OF COMMUNITY SERVICES  
JAY KUBO  
2389 GATEWAY OAKS DR #100  
SACRAMENTO, CA 95833



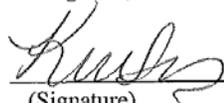
DECLARATION OF PUBLICATION  
(C.C.P. 2015.5)

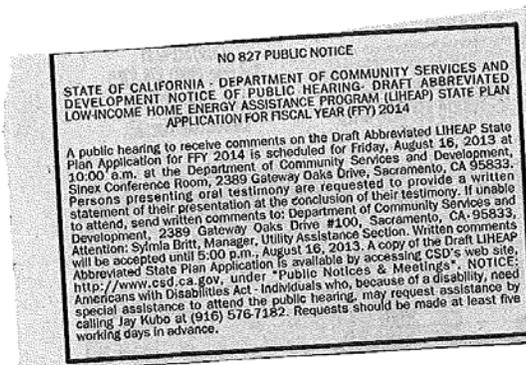
COUNTY OF SACRAMENTO  
STATE OF CALIFORNIA

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interest ed in the above entitled matter. I am the printer and principal clerk of the publisher of The Sacramento Bee, printed and published in the City of Sacramento, County of Sacramento, State of California, daily, for which said newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Sacramento, State of California, under the date of September 26, 1994, Action No. 379071; that the notice of which the annexed is a printed copy, has been published in each issue thereof and not in any supplement thereof on the following dates, to wit:

**August 2, 2013**

I certify (or declare) under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Sacramento, California, on **August 2, 2013**

  
(Signature)



GRANTEE: Department of Community Services and Development FY2014  
**Attachment Three: Hearing Transcript**

California State Hearing Reporter

1		
2	HEARING OFFICER:	
3	Mr. Jay Kubo	
4		
5		
6		INDEX
7	Remarks by Hearing Officer Kubo	3
8	Adjournment	3
9	Reporter's Certificate	4
10		
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12		
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14		
15		
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1 P R O C E E D I N G S

2 HEARING OFFICER KUBO: Good morning. I am Jay  
3 Kubo of the Department of Community Services and  
4 Development. I am the Hearing Officer for today's  
5 public hearing on the 2014 Draft Abbreviated LIHEAP  
6 State Plan Application.

7 Today is Friday, August 16th, 2013. The time  
8 is 10:00 a.m.

9 We are assembling at the Department of  
10 Community Services and Development, specifically the  
11 Sinex conference room on the second floor, to conduct a  
12 public hearing to receive testimony from interested  
13 parties regarding the 2014 Draft Abbreviated LIHEAP  
14 State Plan Application.

15 The hearing is being reported by Court  
16 Reporter Jackie Toliver.

17 Is there anyone that has testimony at this  
18 time?

19 It appears there are no comments. This public  
20 hearing is considered closed.

21 CSD will receive written testimony until 5:00  
22 p.m. today, August 16th, 2013.

23 The time is now 10:01 a.m.

24 (Public meeting adjourned at 10:01 a.m.)

25 ---oOo---

1 REPORTER'S CERTIFICATE

2  
3 I, Jacqueline Toliver, a Certified Shorthand  
4 Reporter for the State of California, do hereby certify:

5 That I am a disinterested person herein; that  
6 the foregoing hearing was reported in shorthand by me, a  
7 duly qualified Certified Shorthand Reporter, and  
8 thereafter transcribed into typewritten form by means of  
9 computer-aided transcription.

10 I further certify that I am not of counsel  
11 or attorney for any of the parties to said hearing or in  
12 any way interested in the outcome of said hearing.

13 IN WITNESS WHEREOF, I have hereunto set my  
14 hand this 19th day of August 2013.

15  
16  
17  
18 \_\_\_\_\_  
19 JACQUELINE TOLIVER  
20 Certified Shorthand Reporter  
21 License No. 4808  
22  
23  
24  
25

GRANTEE: Department of Community Services and Development FY2014

STATE OF CALIFORNIA  
HEALTH AND HUMAN SERVICES AGENCY  
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

PUBLIC HEARING  
2014 DRAFT ABBREVIATED LOW-INCOME HOME ENERGY  
ASSISTANCE PROGRAM (LIHEAP) STATE PLAN APPLICATION

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT  
2389 GATEWAY OAKS DRIVE  
SINEX CONFERENCE ROOM, 2nd FLOOR  
SACRAMENTO, CALIFORNIA

FRIDAY, AUGUST 16, 2013

10:00 A.M.

Reported by Jacqueline Toliver, CSR No. 4808

CALIFORNIA REPORTING, LLC  
52 Longwood Drive  
San Rafael, CA 94901  
(415)457-4417

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2	HEARING OFFICER:	
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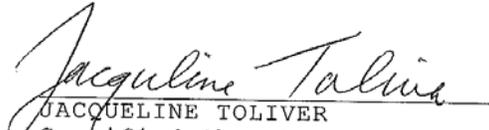
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12 any way interested in the outcome of said hearing.

13 IN WITNESS WHEREOF, I have hereunto set my  
14 hand this 19th day of August 2013.

15  
16  
17   
18 JACQUELINE TOLIVER  
19 Certified Shorthand Reporter  
20 License No. 4808  
21  
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