GOVERNMENT OF PUERTO RICO
Department of Housing

AMENDMENT B

PRDOH REGISTERED
FEB 05 2021
2020-DR0023B
CDBG-DR CONTRACT ADMINISTRATION

COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY
(CDBG-DR)
AMENDMENT B to the SUBRECIPIENT AGREEMENT
BETWEEN THE PUERTO RICO DEPARTMENT OF HOUSING
AND THE
CORPORACIÓN PARA LA PROMOCIÓN DE PUERTO RICO COMO DESTINO, INC. DBA
DISCOVER PUERTO RICO

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This **AMENDMENT B TO THE SUBRECIPIENT AGREEMENT** (hereinafter, the "Amendment B") is entered into this 4 day of February, 2021, by and between the **PUERTO RICO DEPARTMENT OF HOUSING** (the "**PRDOH**"), a public agency of the Government of Puerto Rico created under Act No. 97 of June 10, 1972, as amended, known as the "Department of Housing Organic Act" (the "Organic Act"), with principal offices at 606 Barbosa Ave., San Juan, Puerto Rico, represented herein by its Secretary, William O. Rodríguez Rodríguez, of legal age, attorney, single, and resident of San Juan, Puerto Rico; and **CORPORACIÓN PARA LA PROMOCIÓN DE PUERTO RICO COMO DESTINO, INC. DISCOVER PUERTO RICO,** doing business as **Discover Puerto Rico** ("**DPR**" or the "**Subrecipient**"), a Puerto Rico nonprofit corporation authorized under Act No. 17 of March 30, 2017, known as the "Act to Promote Puerto Rico as a Destination" (Act 17-2017), with principal offices at 500 Calle de la Tanca, Ochoa Building, Suite 402B, San Juan, Puerto Rico, represented herein by its Chief Executive Officer, Brad Dean, of legal age, married, and resident of Guaynabo, Puerto Rico; collectively the "Parties".

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I. RECITALS AND GENERAL AWARD INFORMATION

WHEREAS, on October 24, 2019 the PRDOH and DPR executed a Subrecipient Agreement, Contract Number 2020-DR0023 (hereinafter, the "Agreement") for eight million dollars ($8,000,000.00) for a period of performance ending February 7, 2021, for DPR to undertake a portion of the Tourism and Business Marketing Program (hereinafter "the Program" or "TBM") from the Economic Development portfolio, that consists in developing marketing activities outside the Island in order to attract visitors that can contribute to Puerto Rico's economy and to promote economic development.

WHEREAS, on April 7, 2020 the PRDOH and DPR executed an Amendment A (2020-DR0023A) to the original Agreement to: modify and replace several sections of the original Agreement; add new sections and subsections to the Agreement; also, to replace Exhibit A (Scope of Work), Exhibit B (Timelines and Performance Goals), and Exhibit D (Budget) of the Agreement by a modified Exhibit A (Scope of Work), Exhibit B (Timelines and Performance Goals), and Exhibit D (Budget).

WHEREAS, as per Section IX (A) of the Agreement, the Agreement may be amended in writing and signed by a duly authorized representative of each party. Nonetheless, the amendment shall not invalidate the Agreement, nor release the parties from their obligations under the Amendment A.

WHEREAS, it is the intention of the parties to modify and amend certain terms and conditions of the Agreement, as well as the Exhibit A (Scope of Work) and Exhibit B (Timelines and Performance Goals) attached to the Agreement and previously modified by the aforementioned Amendment A. This Amendment B is not intended to affect nor does it constitute an extinctive novation of the obligations of the parties under the Agreement.

WHEREAS, the PRDOH has the legal power and authority, in accordance with its enabling statute, the Organic Act, as amended, supra, the federal laws and regulations creating

and allocating funds to the CDBG-DR program and the current Action Plan, to issue and award the subaward, enter and perform under this Agreement; and

WHEREAS, the Subrecipient, in accordance with its enabling statute, has the legal power and authority to enter into this Agreement and has agreed to enter into this Amendment B with the PRDOH, and by signing this Amendment B, the Subrecipient assures PRDOH that Subrecipient shall comply with all the requirements described herein.

NOW THEREFORE, in consideration of the mutual promises and the terms and conditions set forth herein, the PRDOH and the Subrecipient agree to execute this Amendment B subject to the following:

TERMS AND CONDITIONS

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II. SAVINGS CLAUSES

The information included in this Amendment B serves the purpose of modifying and amending certain terms and conditions under the original Agreement and its Amendment A, including any modified Exhibits. All provisions of the original Agreement shall continue to be in full force and effect, as amended by this Amendment B.

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III. ATTACHMENT

The information included in this Amendment B serves the purpose of modifying and amending certain terms and conditions under the Agreement in addition to modifying the Exhibit A (Scope of Work) and Exhibit B (Timelines and Performance Goals) described in Section II. ATTACHMENTS of the Agreement.

IV. SCOPE OF AMENDMENT

The PRDOH and the Subrecipient have agreed to enter into this Amendment with the purpose of modifying certain sections of the Agreement and modifying the Exhibit A (Scope of Work) and Exhibit B (Timelines and Performance Goals) described in Section II. ATTACHMENTS of the Agreement. The modified Exhibit A (Scope of Work) incorporates a recent twelve (12) months contract extension granted to the Subrecipient. The modification to Exhibit B (Timelines and Performance Goals) includes a re-schedule of the intended goals as a result of the aforementioned contract extension. Moreover, some of the amendments included in Amendment B modify several clauses that were included in the original Agreement; some others include clauses that refer to policies and regulations applicable to the contractual relationship of PRDOH with the Subrecipient, that were not included in the original Agreement.

V. AMENDMENTS[1]

a. The Parties intend to amend **Section V. EFFECTIVE DATE AND TERM** of the Agreement. Due to a twelve (12) months contract extension granted to the Subrecipient, item (i) of the second paragraph of the aforementioned section of the Agreement shall read that the **End of Term** of the Agreement shall be on **February 8, 2022.**

b. The following Exhibits are being replaced by a modified Exhibit:

   i. **Exhibit A** (Scope of Work) of the Agreement is being replaced by a modified **Exhibit A** (Scope of Work) hereto incorporated by reference into the Agreement and made part of the Agreement. (See **Attachment 1** of this Amendment B).

[1] For easier review, Amendments will appear in *italics* throughout the document.

ii. **Exhibit B** (Timelines and Performance Goals) of the Agreement, is being replaced by a modified **Exhibit B** hereto incorporated by reference into the Agreement and made part of the Agreement. (See **Attachment 2** of this Amendment B).

c. The Parties intend to amend **Section VI. Budget** of the Agreement, to add the following paragraph to the existing **A. Budget** clause:

A. Budget

[...]

The TBM Program will not use CDBG-DR tourism or business marketing expenditures to supplant funds allocated by the Government of Puerto Rico or local government, designated for tourism and business marketing activities. At any time during the execution of the marketing activities, PRDOH may request the Partners/Subrecipients to submit their internal procedures and documentation to prevent any supplanting funds issue. Partners/Subrecipients must ensure to maintain ongoing documentation for PRDOH and HUD monitoring purposes which clearly demonstrates that no supplanting of funds already available to the Partners/Subrecipients has occurred with the granted CDBG-DR funds.

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d. The Parties intend to amend **Section VI. Budget, C. Program Income** of the Agreement, as follows:

C. Program Income

*PRDOH reserves the right to authorize the Subrecipient to retain Program Income to be used in eligible program activities as described in this Agreement. The Subrecipient shall notify PRDOH, within **twenty-four (24) hours** of receipt, of any Program Income generated by activities carried out with CDBG-DR funds made available under this Agreement. All Program Income (as defined at 24 C.F.R. § 570.500) generated by activities carried out with the CDBG-DR Funds must be returned to PRDOH if retention of such is not previously authorized by PRDOH. Program Income is subject to all applicable CDBG-DR laws, regulations and PRDOH's policies and procedures for so long as it exists. Any interest earned on cash advances from the U.S. Treasury or interest paid on CDBG funds held in a revolving fund account is not Program Income and shall be remitted promptly to the PRDOH for transmittal to the U.S. Treasury no less frequently than annually.*

All Program assets, other than Program Income (property, equipment, etc.), if any, shall revert to PRDOH upon termination of this Agreement in accordance with applicable Federal, laws, regulations, HUD Notices, policies, and guidelines.

PRDOH will later notify the Subrecipient in writing the applicable procedures for the return or reversion of Program Income and Program assets to the PRDOH, and such notification shall be deemed incorporated by reference to this Agreement.

e. The Parties intend to amend **Section IX. AMENDMENT AND TERMINATION, B. Suspension or Termination, 7. Period of Transition** clause as follows:

7. Period of Transition

*Upon termination of this Agreement, and for **ninety (90) consecutive calendar days** thereafter (the Transition Period), Subrecipient agrees to make himself available to assist the PRDOH with the transition of services*

assigned to Subrecipient by the PRDOH. Subrecipient shall provide to the PRDOH the assistance reasonably requested to facilitate the orderly transfer of responsibility for performance of the Services to the PRDOH or a third party designated by the PRDOH. PRDOH reserves the right to provide for the execution of a Transition Services Agreement for the Transition Period. In such instance, the Subrecipient will be paid at a reasonable, agreed upon, hourly rate for any work performed for the PRDOH during the Transition Period. Moreover, during that Transition Period, all finished or unfinished records (files, data, work product) connected with this Agreement will be turned over to PRDOH.

f. The Parties intend to amend **Section X. COMPLIANCE WITH FEDERAL STATUTES, REGULATIONS AND THE TERMS AND CONDITIONS OF THE FEDERAL AWARD AND ADDITIONAL PRDOH REQUIREMENTS, P. Single Audit** clause of the Agreement, as follows:

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P. Single Audit

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The Subrecipient must be audited as required by 2 C.F.R. part 200, subpart F, when the Subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in 2 C.F.R. §200.501 - Audit requirements. Once said threshold is reached or exceeded, the Subrecipient shall notify the PRDOH and shall report that event in the corresponding monthly progress report, as provided in Part VI - Performance, Monitoring, and Reporting, Subpart B (Reporting) of this Agreement.

The Subrecipient shall procure or otherwise arrange for the audit to be conducted for that year, as required in 2 C.F.R. §200.501(a)-(b); moreover, that it is properly performed and submitted when due in accordance with provisions that include but are not limited to those set forth in 2 C.F.R. §200.512 - Report submission, as stated in 2 C.F.R. §200.508(a) – Auditee responsibilities.

Among other relevant provisions, the Subrecipient shall comply with: (a) the Electronic submission of data and reports to the Federal Audit Clearinghouse (FAC) (2 C.F.R. § 200.512(d)) and; (b) ensuring that reports do not include protected personally identifiable information as set forth in 2 C.F.R. § 200.512(a)(2)).

g. The Parties intend to amend the **Section X. COMPLIANCE WITH FEDERAL STATUTES, REGULATIONS AND THE TERMS AND CONDITIONS OF THE FEDERAL AWARD AND ADDITIONAL PRDOH REQUIREMENTS, T. Nondiscrimination** clause of the Agreement, as follows:

T. Nondiscrimination

The Subrecipient shall comply with 24 C.F.R. part 6, which implements the provisions of section 109 of title I of the Housing and Community Development Act of 1974 (Title I) (42 U.S.C. § 5309). Section 109 provides that no person in the United States shall, on the ground of race, color, national origin, religion, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with Federal financial assistance.

The Subrecipient shall adhere to the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-6107) (Age Discrimination Act) and the prohibitions against discrimination on the basis of disability under section 504 of the

Rehabilitation Act of 1973 (29 U.S.C. § 794) (Section 504). Section 109 of the Housing and Community Development Act of 1974 makes these requirements applicable to programs or activities funded in whole or in part with CDBG-DR funds. Thus, the Subrecipient shall comply with regulations of 24 C.F.R. part 8, which implement Section 504 for HUD programs, and the regulations of 24 C.F.R. part 146, which implement the Age Discrimination Act for HUD programs.

The Subrecipient shall ensure that all CDBG-DR activities conducted by itself or its contractors are consistent with the applicable federal and local legal provisions, regulations, and policies that prohibit discrimination on the basis of race, creed, color, national origin, religion, sex, disability, familial status, actual or perceived sexual orientation or gender identity, marital status, or age, as established in the CDBG-DR Fair Housing and Equal Opportunity (FHEO) Policy for CDBG-DR Programs.

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h. The Parties intend to amend **Section X. COMPLIANCE WITH FEDERAL STATUTES, REGULATIONS AND THE TERMS AND CONDITIONS OF THE FEDERAL AWARD AND ADDITIONAL PRDOH REQUIREMENTS, V. Title VI of the Civil Rights Act of 1964 (24 C.F.R. part 1), c. Women – and Minority-Owned Businesses (W/MBE)** clause of the Agreement, as follows:

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c. *Women-and Minority-Owned Businesses (W/MBE)*

The Subrecipient shall take the affirmative steps listed in 2 C.F.R. § 200.321(b)(1) through (5) to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible when the Subrecipient procures property or services under this Agreement. As used in this Agreement, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. § 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

In compliance with the CDBG-DR Minority and Women-Owned Business Enterprise Policy (M/WBE Policy), the Subrecipient shall complete a utilization plan to identify how they plan on successfully achieving the contracting goals for MBE and WBE's. Subrecipient shall also complete quarterly reporting to provide information on contracting opportunities and payouts provided to WBE or MBE contractors or subcontractors. Subrecipient shall also document their efforts and submit those to PRDOH on a quarterly basis. See the M/WBE Policy, as found in the CDBG-DR Website (www.cdbg-dr.pr.gov) which is herein included and made integral part of this Agreement, as it may be updated from time to time.

i. The Parties agree to incorporate the following clause as **Section XI** of the Agreement:

XI. CDBG-DR POLICIES AND PROCEDURES

In addition to what is established in this Agreement, the Grantee shall comply with all CDBG-DR program specific and general policies and procedures, including, but not limited to, the Subrecipient Management Policy, OS&H Guideline, MWBE Policy, Procurement Manual for CDBG-DR

Programs, URA & ADP Guidelines, Cross Cutting Guidelines, AFWAM Policy, Section 3 Policy, Personally Identifiable Information, Confidentiality, and Nondisclosure Policy and Conflict of Interest and Standards of Conduct Policy, as found in the CDBG-DR Website (www.cdbg-dr.pr.gov), which are herein included and made integral part of this Agreement, as they may be updated from time to time, and reporting requirements as established by the PRDOH.

j. The Parties agree to incorporate the following clause as **Section XII** of the Agreement:

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XII. FORCE MAJEURE

In the event of a fire, flood, earthquake, natural disaster, hurricane, riot, act of governmental authority in its sovereign capacity, strike, labor dispute or unrest, embargo, war, insurrection or civil unrest, any Force Majeure including inclement weather, herein collectively referred to as Force Majeure during the term of this Agreement, neither the PRDOH nor the Subrecipient shall be liable to the other party for nonperformance during the conditions created by such event.

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The Subrecipient shall notify, as soon as possible, the PRDOH of the occurrence of the Force Majeure event and describe in reasonable detail, the nature of the Force Majeure event.

k. The Parties agree that the existing Section XI of the Agreement shall be renumbered to become **Section XIII. INDEPENDENT CONTRACTOR**. Consequently, the sections following the aforementioned, are renumbered sequentially as follows:

[...]
XIV. SECTION HEADINGS AND SUBHEADINGS
[...]
XV. WAIVER
[...]
XVI. GOVERNING LAW: JURISDICTION
[...]
XVII. COMPLIANCE WITH LAW
[...]
XVIII. SUBROGATION
[...]
XIX. COMPTROLLER REGISTRY
[...]
XX. ENTIRE AGREEMENT
[...]
XXI. MODIFICATION OF AGREEMENT
[...]
XXII. BINDING EFFECT
[...]
XXIII. ASSIGNMENT
[...]

l. The Parties intend to eliminate from the Agreement the existing **Section XXII. MEMORANDUM NO. 2017-001; CIRCULAR LETTER 141-17 OF THE OFFICE OF THE CHIEF OF STAFF OF THE GOVERNOR (SECRETARÍA DE LA GOBERNACIÓN) & THE OFFICE OF MANAGEMENT AND BUDGET (OFICINA DE GERENCIA Y PRESUPUESTO).**

m. The Parties intend to amend and renumber the existing **Section XXIII. CONSOLIDATIONS, MERGERS, OR DISSOLUTIONS** of the Agreement as follows:

XXIV. CONSOLIDATIONS, MERGERS, CHANGE OF NAME, OR DISSOLUTIONS

A. Consolidation or Merger

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In the event that the signing party (e.g. Subrecipient, Contractor, or Subcontractor) of the Agreement with the PRDOH moves for a consolidation or merger with another entity (private or public), by its discretion or otherwise, written notice of such decision or event shall be delivered to the PRDOH ***at least fifteen (15) days prior to the effective date*** *of the consolidation or merger. The notice shall include, but not limited to,*

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a description of: the expected effective date of the consolidation or merger; name of each of the constituent entities moving to consolidate or merge into the single resulting or surviving entity; the proposed name of the resulting entity (in case of a consolidation) or the name of the surviving entity (in case of a merger) if necessary; reference to the projected capacity of the resulting or surviving entity to comply with the terms, conditions, obligations, tasks, services, and performance goals or requirements included in the Agreement as well as its Exhibits or Attachments; and a brief summary of the proposed plan to achieve the transition of duties (Scope of Work or Scope of Services), tasks, and performance goals or requirements to the resulting or surviving entity.

Upon the consolidation or the merger becoming effective, and supporting evidence of such event is notified to PRDOH, execution of an Amendment to the Agreement may follow. The Amendment would include, but not limited to, modifications to the clauses that refer to the identity, personal circumstances, address, and any other information related to the signing party deemed relevant by PRDOH for the execution of the Amendment. ***No amendment to the Agreement will be necessary if the Subrecipient, Contractor, or Subcontractor becomes the surviving entity following a merger.***

Failure to comply with any of the before mentioned conditions, may result in the activation of the termination clauses provided in the Agreement.

B. Change of Name

In the event that the signing party (e.g. Subrecipient, Contractor, or Subcontractor) of the Agreement with the PRDOH initiates a change of name process, written notice of such decision or event shall be delivered to the PRDOH ***at least fifteen (15) days*** *prior to the effective date of such event. The notice shall include, but not limited to, a description of: the expected effective date of the change of name; the proposed name; inform of any change of address; and reference of any change in the capacity of the entity to comply with the terms, conditions, obligations, tasks, services, and performance goals or requirements included in the Agreement, as well as its Exhibits or Attachments.*

Upon the change of name becoming effective, and supporting evidence of such event is notified to PRDOH, execution of an Amendment to the

Agreement may follow. The Amendment would include, but not limited to, modifications to the clauses that refer to the identity, personal circumstances, address, and any other information related to the signing party deemed relevant by PRDOH for the execution of the Amendment.

Failure to comply with any of the before mentioned conditions, may result in the activation of the termination clauses provided in the Agreement.

C. Dissolution

In the event that the signing party (e.g. Subrecipient, Contractor, or Subcontractor) of the Agreement with the PRDOH moves for dissolution of the entity, written notice of such decision or event shall be delivered to the PRDOH ***at least fifteen (15) days*** *prior to the effective date of such event. The notice shall include, but not limited to, a description of the expected effective date of the dissolution; and contact information of one or more of its directors, officials or agents. Upon dissolution becoming effective, and supporting evidence of such event is notified to PRDOH, termination of the Agreement will follow. Consequently, the signing party acknowledges and agrees to provide to the PRDOH, after termination of the Agreement, the assistance reasonably requested to facilitate the orderly transfer of responsibility for performance of the tasks or services to the PRDOH or a third party designated by the PRDOH. Moreover, all finished or unfinished records (files, data, work product) connected with this Agreement will be turned over to PRDOH following the Agreement termination.*

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n. The Parties agree to incorporate the following clause as Section XXV of the Agreement:

XXV. Bankruptcy

In the event that Subrecipient files for bankruptcy protection, the Government of Puerto Rico and PRDOH may deem this Agreement null and void and terminate this Agreement without notice.

o. The Parties agree to renumber sequentially the sections that follow the aforementioned Section XXV. Bankruptcy as follows:

[...]

XXVI. FEDERAL FUNDING

[...]

XXVII. RECAPTURE OF FUNDS

[...]

XXVIII. OVERPAYMENT

[...]

XXIX. SEVERABILITY

[...]

XXX. COUNTERPARTS

p. The parties intend to amend and renumber the existing **Section XXIX. SURVIVAL OF TERMS AND CONDITIONS** of the Agreement, in order to incorporate the new

scope of the aforementioned Section XXIV. CONSOLIDATIONS, MERGERS, CHANGE OF NAME, AND DISSOLUTIONS:

XXXI. SURVIVAL OF TERMS AND CONDITIONS

The terms and conditions of this Agreement related to the following subjects shall survive the termination or expiration of this Agreement: interpretive provisions; consideration; warranties; general affirmations, federal assurances, federal and state certifications; CDBG-DR and state funding, recapture of CDBG-DR and/or state funds, overpayment of CDBG-DR and/or state funds; ownership and intellectual property, copyright; records retention methods and time requirements; inspection, monitoring and audit; confidentiality; public records; indemnification and liability; infringement of intellectual property rights; independent contractor relationship; compliance with laws; notices; choice of law and venue; severability; dispute resolution; consolidations, merger, change of name, and dissolution. Terms and conditions that, explicitly or by their nature, evidence the Parties' intent that they should survive the termination or expiration of this Agreement shall so survive.

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VI. ASSIGNMENT OF RIGHTS

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The Subrecipient shall not assign or transfer any interest in this Amendment B without the prior written consent of the PRDOH.

VII. HEADINGS

The titles to the paragraphs of this Amendment B are solely for reference purposes and the convenience of the Parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Amendment.

VIII. COMPLIANCE WITH LAW

It is the intention and understanding of the Parties hereto that each and every provision of law required to be inserted in the Agreement, as amended, should be and is inserted herein. Furthermore, it is hereby stipulated that every such provision is deemed to be inserted and if, through mistake or otherwise, any such provision is not inserted herein or is not inserted in correct form, then the Agreement, as amended, shall forthwith, upon the application of any Party, be amended by such insertion so as to comply strictly with the law and without prejudice to the rights of any Party.

IX. COMPTROLLER REGISTRY

The PRDOH shall remit a copy of this Amendment to the Office of the Comptroller for registration within **fifteen (15) days** following the date of execution of this Amendment and any subsequent amendment hereto. The services object of this Amendment may not be invoiced or paid until this Amendment has been registered by the PRDOH at the Comptroller's Office, pursuant to Act No. 18 of October 30, 1975, as amended by Act No. 127 of May 31, 2004.

X. ENTIRE AGREEMENT

The original Agreement, as amended, constitutes the entire agreement among the Parties for the use of funds received under the Agreement, as amended, and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written among the Parties with respect to the Agreement.

XI. SEVERABILITY

If any provision of this Amendment B is held invalid, the remainder of the Amended Agreement shall not be affected thereby, and all other parts of this Amendment B shall nevertheless be in full force and effect.

XII. SURVIVAL OF TERMS AND CONDITIONS

The terms and conditions of this Agreement related to the following subjects shall survive the termination or expiration of this Agreement: interpretive provisions; consideration; warranties; general affirmations, federal assurances, federal and state certifications; CDBG-DR and state funding, recapture of CDBG-DR and/or state funds, overpayment of CDBG-DR and/or state funds; ownership and intellectual property, copyright; records retention methods and time requirements; inspection, monitoring and audit; confidentiality; public records; indemnification and liability; infringement of intellectual property rights; independent contractor relationship; compliance with laws; notices; choice of law and venue; severability; dispute resolution; consolidations, merger, change of name, and dissolution. Terms and conditions that, explicitly or by their nature, evidence the Parties' intent that they should survive the termination or expiration of this Agreement shall so survive.

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PUERTO RICO DEPARTMENT OF HOUSING
CDBG-DR Grantee

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William O. Rodríguez Rodríguez
By: William O. Rodríguez Rodríguez (Feb 4, 2021 18:28 AST)
Name: William O. Rodríguez Rodríguez, Esq.
Title: Secretary

CORPORACIÓN PARA LA PROMOCIÓN DE PUERTO RICO COMO DESTINO, INC. DBA / DISCOVER PUERTO RICO
CDBG-DR Subrecipient

Bradley Dean
By: Bradley Dean (Feb 3, 2021 18:29 AST)
Name: Brad Dean
Title: Chief Executive Officer
DUNS: 081300103

EXHIBIT A

SCOPE OF WORK

TOURISM AND BUSINESS MARKETING PROGRAM (TBM)

1. Program Overview/Background

In September 2017, Puerto Rico was severely impacted by Hurricanes Irma and María. The damage, destruction, and devastation caused by both Hurricanes, directly impacted leisure travel, business travel, tourism-oriented events, and promotions. Other events such as the earthquake in January 2020 and the worldwide pandemic COVID-19 have slowed the pace of economic recovery beyond what most destinations experience after a major natural disaster.

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Tourism is an important part of the economy of Puerto Rico and a vital component to its economic future. Puerto Rico was experiencing record inbound visitation in the first six months of 2017. As a result of the hurricanes, arrivals for the same period in 2018 were down by 12%. The decrease would have been much higher without the inbound traffic related to disaster relief work. During 2019, leisure travel started to rebound however, the COVID-19 pandemic exacerbated the hurricane's effect on the travel industry and eliminated the progress that had been made. For the first six months of 2020, visitor arrivals were down 48% from pre-hurricane levels.

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The world's leading tourism economists at Tourism Economics estimated early in the pandemic that the impacts of COVID-19 would be four times more severe than Hurricane María. Since March, they estimate the Puerto Rico tourism industry has had more than $2.5 billion in losses due to the virus. And while tourism accounts for approximately 25% of the economic impact loss, the industry makes up 40% of job losses. Current estimates by these leading economists are targeting 2024 for when tourism revenues will return to 2019 levels.

With the funds provided under this Subrecipient Agreement, and the TBM Program extension published in 86 FR 569, the Subrecipient will strategically keep consumers engaged with the destination, solidify plans for its full inbound reopening and will build back Puerto Rico's visitor base to restore thousands of hospitality jobs that have been lost as a result of the pandemic.

This **Exhibit A** (Scope Work) details the activities to be undertaken by the Subrecipient, **Corporación para la Promoción de Puerto Rico como Destino, Inc.**, doing business as Discover Puerto Rico (DPR), which is Puerto Rico's official Destination Marketing Organization.

The focus of the Subrecipient is to undertake promotion activities outside the Island in order to attract visitors. The PRDOH designated eight million dollars ($8,000,000.00) of the mentioned funds to the Subrecipient who will serve as administrator and servicer for the services herein described.

As part of the Economic Development Portfolio, this Subrecipient Agreement between the PRDOH and DPR authorizes this Subrecipient to expend eight million dollars ($8,000,000.00) in CDBG-DR funds for the Tourism & Business Marketing program.

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As the Subrecipient demonstrates a highly satisfactory performance, with the approval of PRDOH, it might submit a subsequent amendment for access to the balance of funds in the program budget.

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2. National Objective

All CDBG-DR funded activities must meet at least one (1) of the three (3) HUD National Objectives established in 24 C.F.R. § 570.483(b). It is anticipated that projects funded through the Program will meet one of the following National Objectives:

- Benefit Low- and Moderate- Income (**LMI**);
- Benefit Urgent Need (**UN**) activities; and
- Prevention or Elimination of Slums or Blight (**SB**).

The Subrecipient certifies that the activities carried out under this Agreement shall meet the following national objective(s) and satisfy the following criteria:

- Urgent Need (UN).

3. Program Description

The total allocation for the Tourism & Business Marketing Program is up to twenty-five million dollars ($25,000,000). In accordance with HUD rules as stipulated in 83 FR 40314, 83 FR 4836, and with the TBM Program extension granted in 86 FR 569, the TBM Program will be implemented on or before February 8, 2022. To grant this one-year extension of the previously established expiration deadline, HUD determined that the rapidly emerging needs of states and local governments in responding to the COVID-19 pandemic, provides good cause to allow extensions of the expiration date for these waivers and alternative requirements established in Federal Register notices published on August 14, 2018 (83 FR 40322) and February 19, 2019 (84 FR 8422-45).

Through this Program, Puerto Rico will build full-scale tourism and business marketing campaigns to complement the need for local cultivation of small business growth, local employment opportunities with new businesses, and increased tourism.

3.1 Tourism Marketing

To stabilize the tourism industry and avoid projected (further) decline in economic activity, the Subrecipient proposes strategic, targeted marketing activities including an Economic Intervention Strategy to Revitalize Tourism.

This marketing strategy will enforce the established Key Performance Indicators (**KPI**) and will provide a necessary foundation for further economic recovery actions that can be initiated with CDBG-DR funds and measured throughout the marketing life cycle.

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4. Tasks

Discover Puerto Rico will serve as the Subrecipient and contributing entity for the Tourism and Business Marketing program under this Subrecipient Agreement (**SRA**) with PRDOH. In addition to the tasks included herein, the Subrecipient shall perform any other task necessary for the proper performance of the services under the SRA.

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The Subrecipient and the contracted professional service providers shall furnish this program production and grant compliance management services to successfully operate the marketing activities.

4.1 Office Configuration and Logistics

- **4.1.1** Set-up offices and secure necessary equipment for these offices to function. Office spaces must be suitable for the services to be provided, and provide required visitor amenities such as on-site parking, rest rooms, and comply with ADA accessibility requirements.
- **4.1.2** Secure or provide workspace items and materials such as furnishings and equipment for the offices (including such items as computers, printers, office materials, etc.).
- **4.1.3** Secure equipment and technologies required to support remote or virtual program operations (including items such as laptop computers and MiFi devices).

4.2 Project/Agreement Management

- **4.2.1** Work closely with PRDOH to ensure timely delivery of Program activities, in accordance with the agreed upon Program Schedule.

4.2.2 Ensure adequate staffing levels to support Program activities funded in whole or in part by CDBG-DR, including human resources management.

4.2.3 Provide a dedicated Program Management team, to efficiently and effectively carry out Program activities.

4.2.4 Manage stakeholder and related communications.

4.2.5 Manage outreach activities when applicable, including but not limited to, those included in the Program Guidelines, and draft related materials as determined by PRDOH (i.e. talking points, presentations, press releases, etc.).

4.2.6 Regularly communicate potential risks, issues, and statuses with PRDOH, in the manner they arise.

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4.2.7 Implement the Program in a compliant manner, per the CDBG-DR regulations, policies, procedures, and all applicable state, local and federal regulations.

4.2.8 Monitor and control team performance (including all staff and vendors under the Subrecipient's direct and indirect supervision) in accordance with established performance goals, regulatory compliance, and quality standards and recommend corrective action and/or performance plan for underperforming team members, subcontractors, vendors, or other staff.

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4.2.9 Lead and review all program monitoring activities to prepare and present reports, data, documents, or other information as required by PRDOH, HUD, the US Office of Inspector General (OIG), or other oversight entities.

4.2.10 Act as point of contact between PRDOH or its representative, and elected officials for all Program issues. Lead, coordinate, and facilitate all necessary high profile, program-wide public presentations and meetings, applicant-entity meetings and government or non-government stakeholders' meetings.

4.2.11 Create, maintain, and control project plan which includes clear critical path, task dependencies, identified slack, resource allocation (including human and other resources), and activity status.

4.2.12 Deliver staff listed in Exhibit C promptly to support program demands, which may increase and decrease or change throughout the program life cycle. Ensure sufficient staff is available at all times to support program operations in a timely and efficient manner.

4.2.13 Establish, communicate, and enforce standard, efficient, and streamlined processes and strategies to support delivery of program goals, risk management, supplanting and duplication of benefits prohibitions, quality assurance, stakeholder management, and change management; engage in total quality management practices to regularly evaluate effectiveness of established processes and implement change when needed. Processes may be subject to PRDOH review and approval.

4.2.14 Ingrain transparent, regular reporting to ensure stakeholders of all levels and importance remain informed and empowered to make decisions and report on issues such as, but not limited to risk, program progress, milestones achieved, performance issues, program successes, compliance concerns, and program demographics.

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4.2.15 Maintain a complete understanding of all applicable Program policies, requirements, procedures, guidelines; and shall possess knowledge of regulatory and statutory compliance requirements for CDBG-DR and similar programs/projects. Ensure all program participants, including applicant-entities, vendors, and stakeholders are aware of all policy changes.

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4.3 Document Control and Management

4.3.1 In accordance with HUD regulations, follow the records retention requirements as cited in 24 C.F.R. § 84.53, which includes: financial records, supporting documents, statistical records and all other pertinent records. Following PRDOHs' CDBGR-DR Recordkeeping Management & Accessibility Policy; records must be maintained for **five (5) years.**

4.3.2 Maintain a clearly defined process for acquiring, organizing, storing, retrieving and reporting on financial records and project and activity records.

4.3.3 Store, archive, and retrieve physical documents and electronic images of all paper documents, applicant-related emails, correspondence, training material, policies and procedures, and other documents or materials as may be required.

4.3.4 Establish and maintain protocols for physical file management, as applicable, to include, among other things, access to a file, tracking of location and possession of a file.

4.3.5 Ensure all project information and documentation is available at all times in the system of record.

4.3.6 Any systems, tools, or technology provided must meet Personal Identifiable Information (PII) requirements as outlined in the Privacy Act of 1974, 5 U.S.C. § 552(a) (Privacy Act), 24 C.F.R. Part 5, and PRDOHs' policy for protection of PII.

4.3.7 Provide sufficient, appropriate document control and management to meet the financial and documentation requirements for CDBG-DR grants. At a minimum, the following records are required:

4.3.7.1 Records providing full description of each activity;

4.3.7.2 Records verifying that activity meets national and grant objectives;

4.3.7.3 Records related to demonstrating eligibility of activities;

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4.3.7.4 Records required to document activity related to real property;

4.3.7.5 Records documenting compliance with Davis-Bacon Act, Work Hours and Safety Standards Act, the Copeland "Anti-Kickback" Act, Minority Business Enterprise, Women Business Enterprise, Section 3 of the Housing and Urban Development Act of 1968, fair housing and equal opportunity requirement, as applicable;

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4.3.7.6 Financial records and reports required by the Program; and

4.3.7.7 Records supporting any specific requirements of the Program or the CDBG-DR allocations.

4.3.8 Any other task necessary for the proper document control management.

4.4 Program Design and Outreach

4.4.1 Develop and implement Program policies and templates required for the implementation and administration of the Program (i.e. Program Guidelines, Standard Operating Procedures (SOP), Forms, Contracts, Correspondence, Applications, etc.), as applicable.

4.4.2 Conduct procurement and/or provide assistance to PRDOH to perform procurements, as needed. RFP and other solicitation documents must be reviewed and approved by PRDOH prior to publication. All procurements must be done in accordance with the latest version of the PRDOH Procurement Manual for CDBG-DR.

4.4.3 Publish programmatic information as determined by PRDOH and required by program needs (e.g. Program Guidelines, training materials, outreach materials, etc.).

4.4.4 Provide PRDOH with required documentation and information as specified in Federal Register Vol. 83, No. 28 (83 FR 5844) for posting on the PRDOH Disaster Recovery Website (www.cdbg-dr.pr.gov). Provision of non-essential information (when requested) such as bulletins, newsletters, or marketing materials for publication on PRDOH Disaster Recovery Website.

4.5 Systems Development and Maintenance

4.5.1 The Subrecipient must follow the Program tracking system designed by PRDOH to track the marketing activities outcomes.

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4.6 Accounting and Reporting

4.6.1 The Subrecipient shall adhere to PRDOH's financial management policies and procedures as outlined in its manual, the Program Guidelines, or policies and procedures for this Program, including but not limited to:

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4.6.1.1 Establish a separate bank account to receive payments from PRDOH of HUD CDBG-DR funds that provide the funding for disbursement and subsequently disburse payments.

4.6.2 Account and reporting of uses of CDBG-DR funds, including but not limited to information on National Objectives met, beneficiary demographics, and project completion status.

4.6.3 Maintain System of Records as previously detailed herein.

4.6.4 Submit regular Monthly Progress Reports and ad-hoc reports, as necessary, to PRDOH, in the form and with the content specified and required by PRDOH, in the frequency or form determined by PRDOH at the moment of request.

4.6.5 Follow monitoring policies and procedures as directed by PRDOH.

4.6.6 Provide status reports on a regular basis to keep PRDOH informed of progress.

4.6.7 As requested, meet with PRDOH to discuss the status of the program, [applicant concerns], and any other issues that may have arisen during the administration of the assigned Program.

4.6.8 Provide PRDOH with project progress reports on demand, as well as access to the project management system for PRDOH to monitor the project.

4.6.9 Report on information that includes project activity deemed critical by PRDOH.

4.6.10 Compile and review information necessary to prepare reports required under HUD regulations.

4.6.11 Account for and reconcile, (a) all federal funds requested and drawn from HUD and awarded to grant recipients, (b) all funds returned by applicants, (c) all funds deposited by applicants to reduce duplicative benefits potential award gap, and any other funds as applicable..

4.6.12 Reconcile with PRDOH, on an established periodic basis, a complete inventory of all items furnished by PRDOH or funded by the CDBG-DR grant, including items such as equipment, furniture, computers, phones, laptops, network printers, network equipment, etc., if applicable.

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4.6.13 Review and submit recommendations for approval of CDBG-DR funding requests if needed.

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4.6.14 Review requests for payment from applicant-entities for CDBG-DR awards. This will include review of all reimbursement of eligible costs as well as cost feasibility.

4.7 Program Closeout

4.7.1 Ensure that all program funding has been expended as stipulated in the terms of the grant agreement and suppliers have completed all tasks required by the award to the applicant.

4.7.2 Ensure that all payments for tasks performed as related to the applicant and their awards have been performed Ensure that all applicable PRDOH quality control reviews have been completed.

4.7.3 Ensure that all supporting documentation, information, and log of applicant communications is included in the application file.

4.7.4 Ensure that the applicant was able to obtain flood insurance, if applicable, after program funded activities are completed.

4.7.5 Ensure compliance with 2 C.F.R. 200 Subpart F, 24 C.F.R. § 570.509, CPD Closeout Notices, and PRDOH CDBG-DR Closeout Process, as may be applicable to the application.

4.8 Compliance with Cross-Cutting Requirements

4.8.1 Uniform Relocation Act - Provide technical assistance to applicant-entities regarding acquisition and relocation requirements for acquisition activities, including developing and disseminating guidance documents regarding URA, Government

of Puerto Rico, PRDOH, and local rules for property acquisition. Additional URA responsibilities may include:

4.8.1.1 Coordinating with and supporting the PRDOH Monitoring Team efforts in monitoring property acquisition activities, including providing project specific information.

4.8.1.2 Ensure that proposed property acquisition is in direct connection with the proposed CDBG-DR project.

4.8.1.3 Determine the occupancy status of the property and obtaining all required tenant information necessary for determining any required relocation assistance.

4.8.1.4 Ensure that property acquired for a CDBG-DR project is legally recorded and properly filed with the Puerto Rico Property Registry.

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4.8.1.5 Ensure that all property acquisition activities comply with all requirements of 49 C.F.R. Part 24 - Uniform Relocation Assistance and Real Property Acquisition, HUD rules at 24 C.F.R. Part 85.31, and HUD Tenant Assistance, Relocation and Real Property Acquisition Handbook (1378.0), and the PRDOH URA and Residential Anti-Displacement Policy.

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4.8.1.6 Coordinate with PRDOH URA staff to provide relocation advisory services and relocation payments for displaced tenants, as applicable.

4.8.1.7 Ensure Program Activities are carried out in a manner that is compliant with applicable cross-cutting requirements as outlined in the PRDOH cross-cutting policy guide, as may be amended from time to time.

4.8.2 Fair Housing and Equal Opportunity (FHEO) Policy for CDBG-DR Programs.

4.8.3 Davis Bacon and Related Acts Policy

4.8.4 Citizen Complaints Policy.

4.8.5 MWBE Policy.

4.8.6 Conflict of Interest and Standards of Conduct Policy

4.8.7 Personally Identifiable Information, Confidentiality, and Nondisclosure Policy.

4.8.8 Section 3 Policy.

4.9 Program-Based Reconsideration Requests.

4.10 AFWAM Policy.

5. Time Performance

All program activities, including closeout, must be concluded on or before February 8, 2022.

6. Budget

As per the currently approved Action Plan, the Program has a designated total budget of eight million dollars ($8,000,000) to be funded by CDBG-DR.

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EXHIBIT B

TIMELINES AND PERFORMANCE GOALS

1. PROGRAM OBJECTIVE:

The projected use of funds for tourism marketing will be focused on advertising creation and media placement outside of Puerto Rico. Besides strategically promoting the whole island, the marketing plans will pay attention to Puerto Rico's highly devastated regional tourism and to related touristic services that have been unable to recover since the hurricanes. The marketing plans must incorporate the complications caused by COVID-19, the destination contagious prevention procedures and address the impact from the hurricanes which has been exacerbated by the pandemic.

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Discover Puerto Rico will provide guidance to the procured advertising agencies in order to produce two (2) comprehensive marketing plans congruent with the health/travel industry situation during its implementation period and focused in reaching high/better channels for the media buying, maximize spending and meet the objectives of the Program.

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2. TERMS:

- Key Objective – The major objectives the Program wants to achieve.
- Key Activity – The activities necessary to carry out the Objective.
- Indicator – The quantitative method used to demonstrate that the Key Activities have been performed.
- Source of Verification – The documentation used to verify that the Indicators have been met, and thus the activities are complete.
- Target – The goal for each of the Indicators.
- Timeline- The expected completion date or timeframe.

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3. TIMELINES & PERFORMANCE GOALS

OBJECTIVE

KEY Objective #1	KEY ACTIVITY	INDICATOR	SOURCE OF VERIFICATION	TARGET	TIMELINE
Align economic recovery efforts by leading tourism marketing strategies outside the island, to attract visitors.	1.1 PROCUREMENT OF MARKETING FIRMS	# of Request for Proposals to hire media planning and buying services published # of contracts executed	RFP Published Executed contracts	One (1) RFP Published Two (2) Media Planning & Buying Providers contracted	August 2020 - completed February 2021
	1.2 PROVIDE GUIDANCE AND OVERSIGHT TO THE ADVERTISING AGENCIES FOR THE DEVELOPMENT OF A MARKETING PLAN	# of Marketing Strategic Plans approved # of Monthly Marketing Activity Execution Reports	Approved Marketing Strategic Plans Approved Marketing Activity Execution Reports	Two (2) Strategic Media Buying Plans (Digital and traditional) Nine (9) Monthly Marketing Activity Execution reports submitted	No later than Thirty (30) days upon execution of contracts with advertising agencies Submitted along with the Monthly Invoice Package
	1.3 SUBMISSION OF FINAL PERFORMANCE AND EXPENDITURE REPORTS	# of Final Performance and Expenditure Reports	Approved Final Performance and Expenditure Reports	One (1) Final Performance Report One Final Expenditure Report	60 days after the SRA end date which is February 8, 2022

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3.1.1. KEY ACTIVITY 1.1 PROCUREMENT OF MARKETING FIRMS

Discover PR will publish a Request for Proposals to select contractors to carry out marketing activities throughout the duration of the Program. Upon completion of the procurement process, DPR will execute contracts with advertising agencies for:

- Digital Media Planning & Buying and,
- Traditional Media Planning & Buying.

DPR will manage the contractor and provide guidance throughout the direction of their respective contracts.

3.1.2. KEY ACTIVITY 1.2 PROVIDE GUIDANCE AND OVERSIGHT TO THE ADVERTISING AGENCIES FOR THE DEVELOPMENT OF A MARKETING STRATEGIC PLAN

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DPR will provide guidance and oversight to the advertising subcontracted agencies for the development and submission for approval of a comprehensive Marketing Strategic Plan. The Marketing Strategic Plan must be built upon opportunities to increase Puerto Rico's branding recognition, and economic progress can be accelerated by investing in marketing actions that will yield positive results, in alignment with the established Key Performance Indicators agreed upon within this Exhibit.

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The marketing strategy's focus will be on rebuilding share of voice in the media marketplace and re-entering Puerto Rico in traveler's consideration sets, progressively moving them down the booking funnel to increase the island's visitation that was impacted by the hurricanes and exacerbated by the pandemic. The Strategic Marketing Plan will provide details/ include the following:

- Use broadcast advertising, print advertising and over-the-top TV to attract new visitors and untapped consumer segments in markets with growth opportunity. Markets with non-stop air service will be a priority. This will include tv commercials promoting Puerto Rico run digital broadcast (e.g. Hulu) and spot market broadcast buys reaching key audience segments on highly viewed programming.
- Use targeted advertising (primarily digital and broadcast, with other types of advertising to supplement this effort) to reach key audience segments that bear a higher likelihood of travel to Puerto Rico during the targeted periods, based upon previous research conducted by the Subrecipient. Markets with non-stop air service will be a priority. This will include specific previous research-based search engine promotion (e.g. purchasing highly-convertible search activity on OTA websites, Google, etc.), video advertising (e.g. video ad on highly-viewed travel sites, YouTube, etc.), and paid space ads (e.g. prominently-displayed

creative content targeting online users with a high likelihood of visitation).

Markets with non-stop air service will be ranked in order of priority using the Subrecipient's COVID tracker formula which evaluates airlift seat capacity, total COVID cases, new COVID cases and population data.

Calls-to-action on targeted advertisements will lead to the Subrecipient's website DiscoverPuertoRico.com where future travelers will find island-wide representation of all 78 municipalities, supporting content, inspiration and up-to-date information regarding the island's travel protocols related to COVID-19.

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Geo-tracking technology enables Discover Puerto Rico to not only monitor if and when consumers exposed to CDBG-DR marketing arrive on the Island, but also where they go when visiting. All 78 municipalities are represented in geo-tracking capabilities. With this, Discover Puerto Rico is able to monitor and report on a key metric for the funds – moving consumers out of the San Juan metro area and into individual communities.

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Key Performance Indicators

Key Performance Indicators (KPIs) for the Tourism Marketing segment of the Program may include qualitative and quantitative measurements of outcomes and output as managed and reported by the subrecipients.

The Strategic Marketing Plan must also establish quantitative targets and estimated delivery timelines for the following Key Performance Indicators:

- KPI #1: Hotel Lodging Data measured by total booked hotel nights; occupancy rate; RevPAR (Revenue per Available Room); and RevPAR index against Caribbean.
- KPI#2: Independent rental lodging data generated by total stays booked; occupancy rate; RevPAR (Revenue per Available Room); and RevPAR index against Caribbean.
- KPI #3: Air Arrival Data. Tourist Air Arrival Data into San Juan, Aguadilla and Ponce airports.
- KPI #4: Hotel revenue generated form media.
- KPI #5: Website performance measured by website sessions, pageviews and referrals.
- KPI #6: Social media performance generated by video views, Ad impressions and cost per landing page view.
- KPI #7: Paid media performance measured by display impressions, display cost per engagement, total video impressions Over the Top (OTT) completed view rate, Search Engine Marketing Click Through Rate (SEM CTR) and Search Engine Marketing Cost Per Click (SEM CPC).

- KPI #8: Consumer perception measured by change in Interest in visiting Puerto Rico; change in image attributes; and change in competitive position.
- KPI #9: Visitation outside San Juan measured by percentage within reporting periods.
- KPI #10: Length of stay measured by average length of hotel stay by media exposed visitors and average length of rental stay by media exposed visitors.
- KPI #11: Visitor spending measured per person, per day, by media exposed visitors.

DPR will also follow PRDOH's priority to provide exposure to the affected regions and municipalities of Puerto Rico across the Island and will be subject to periodic compliance monitoring. DPR must include implementation distribution estimates within its strategic plan and outline as follows (but not limited to):

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- Optimized search advertisement = X%
- Paid search advertisement = X%
- Digital display ads = X%
- Digital video advertising =X%
- Other digital advertising methods = X%
- Legacy television = X%
- Over the Top (OTT) television = X%

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Marketing Execution Report

In addition to its monthly Performance and Administrative Reports, DPR will provide a monthly Marketing Execution Report as per established in the SOP: Marketing Activities Execution Report. The report most align with the Monthly Invoice Package and submitted within the same timeline.

3.1.3. KEY ACTIVITY 1.3 SUBMISSION OF FINAL PERFORMANCE AND EXPENDITURE REPORT

During the first week of February 2022, DPR will follow PRDOH CDBG-DR project file and Program closeout procedures DPR will also submit a Final Performance and Expenditure Report and include the following within:

- Summary of Activities conducted
- Summary of Marketing Media Buying
- Lessons Learned and Identified Successes
- Narrative of impact the funding may have had within the Tourism Industry recovery process.

DPR AMENDMENT B SUBRECIPIENT AGREEMENT

Final Audit Report 2021-02-04

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