



OFFICE OF THE GOVERNOR

American Samoa Government
Pago Pago, American Samoa 96799

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EXECUTIVE ORDER NO. 02 - 1995

AN ORDER TO ESTABLISH AN OFFICE OF FEDERAL PROGRAMS

Section 1: Preamble

Federal grants, in the form of ongoing programs, formula and discretionary grants, account for a significant portion of the budget of the American Samoa Government ("ASG"). Recent trends in federal spending show a marked decrease in the percentage of total grants-in-aid for general government programs. This means that American Samoa must be increasingly diligent and aggressive in its pursuit of federal grants. It is critical that ASG take advantage of all appropriate opportunities to participate in compatible federal programs.

Section 2: Authority

This Executive Order is issued under the authority granted to the Governor in Article IV, Section 6, American Samoa Revised Constitution and Title 4, Chapter 01, Section 0111(b), American Samoa Code Annotated.

Section 3: Purpose

The purpose of this Order is to establish, within the Office of the Governor, in the Executive branch of the American Samoa Government, an Office of Federal Programs ("OFP") with the authority and functions with respect to federal programs received by ASG as provided herein.

Section 4: Establishment

There is established, within the Office of the Governor, an Office of Federal Programs ("OFP"). The head of the OFP shall be the Federal Programs Coordinator (the "Coordinator"), who shall report directly to the Governor.

Section 5: Responsibilities of the Office of Federal Programs

The primary purpose of the OFP is to identify sources of federal funds for which ASG is eligible but which ASG is not currently receiving. The responsibilities of the OFP shall include the following and such other responsibilities as the Governor may assign from time to time:

1. setting up a comprehensive federal grant tracking and referral program to track each federal grant application from origination to final determination by the appropriate federal agency,
2. monitoring pending legislation which impacts on ASG's eligibility for federal programs,
3. reporting on the effect of Federal programs on state operations and finances and ensuring that all applications for Federal grants are programmatically compatible with ASG operations,
4. maintaining a central clearinghouse of information on training, services related to and new rules and regulations governing the management of federal programs,
5. reviewing all Federal grant applications prior to their submission to the Governor for his approval and transmittal to the cognizant Federal agency,
6. providing the Governor with management information on all the federal program funds ASG currently receives,
7. conducting a periodic review of existing programs within the context of the Governor's policies and priorities,
8. working with the Treasury to improve the management of grants received by ASG, and
9. advising the Governor on other matters pertaining to Federal grants and Federal programs.

Section 6: Past Executive Orders and General Memoranda

General Memorandum 8-1985 is hereby withdrawn. To the extent that this Executive Order is inconsistent with any previous Executive Order or General Memorandum, in whole or in part, this Executive Order shall be controlling.

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Section 7: Office Personnel

The Coordinator shall be responsible for the day to day operations of the OFP. The Coordinator shall supervise such staff as shall be hired to carry out the purposes of the OFP. The Coordinator and all staff within the OFP shall be career service, hired in accordance with the personnel rules and regulations of the ASG.

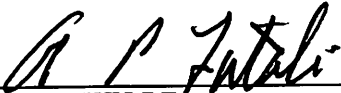
Section 8: Funding

The indirect costs associated with Federal grants shall be apportioned in such a way as to cover the OFP's cost of operation. Increments and raises for employees of the OFP each year shall be determined according to the OFP's approved budget.

Section 9: Effective Date

This Order is effective immediately upon signing and shall remain in effect until further order of the Governor.

DATED: 1/13/95.



A.P. LUTALI
Governor of American Samoa