

Original Award



Notice of Award

Issue Date: 09/19/2018

First Responders
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Center for Substance Abuse Prevention

Grant Number: 1H79SP080288-01
FAIN: H79SP080288
Program Director: Jesse Modican

Project Title: The Safe and Healthy Neighborhoods Project

Grantee Address	Business Address
CITY OF JACKSONVILLE City of Jacksonville 214 North Hogan Street, 8th Floor Jacksonville, FL 32202	Cook, Damian City of Jacksonville 214 N. Hogan Street 8th floor Jacksonville, FL 322024240

Budget Period: 09/30/2018 – 09/29/2019

Project Period: 09/30/2018 – 09/29/2022

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$380,908 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to CITY OF JACKSONVILLE in support of the above referenced project. This award is pursuant to the authority of Section 546 of the Public Health and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Eileen Bermudez
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 1H79SP080288-01

Award Calculation (U.S. Dollars)

Salaries and Wages	\$51,500
Fringe Benefits	\$16,480
Personnel Costs (Subtotal)	\$67,980
Other	\$312,928
 Direct Cost	 \$380,908
Approved Budget	\$380,908
Federal Share	\$380,908
Cumulative Prior Awards for this Budget Period	\$0
 AMOUNT OF THIS ACTION (FEDERAL SHARE)	 \$380,908

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$380,908
2	\$395,718
3	\$389,371
4	\$395,797

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
 EIN: 1596000344B4
 Document Number: 17SP80288A
 Fiscal Year: 2018

IC	CAN	Amount
SP	C96V125	\$380,908

IC	CAN	2018	2019	2020	2021
SP	C96V125	\$380,908	\$395,718	\$389,371	\$395,797

SP Administrative Data:

PCC: FR-CARA / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79SP080288-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 1H79SP080288-01

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:**Additional Costs**

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SP Special Terms and Conditions – 1H79SP080288-01**REMARKS****FY 2018 New Award**

1. This Notice of Award (NoA) is issued to inform your organization that the application submitted through the funding opportunity **SP 17-005** has been selected for funding.
 - o This award has a special condition to submit a revised budget for the awarded amount.
 - o \$312,298 of the award amount has been placed within the "Other" budget cost category as restricted and may not be used for any purpose until which time a revised budget is received and approved by SAMHSA.
2. Recipients are expected to plan their work to ensure that funds are expended within the 12-month budget period reflected on this Notice of Award. If activities proposed in the approved budget cannot be completed within the current budget period, SAMHSA cannot guarantee the approval of any request for carryover of remaining unobligated funding.
3. All responses to award terms and conditions and prior approval requests must be submitted as .pdf documents in the "View Terms Tracking Details" page in eRA Commons. For more information on how to upload a document in response to a tracked term, please reference under heading "**4 Additional Materials – grantee**" in the User Guide located at: https://era.nih.gov/files/TCM_User_Guide_Grantee.pdf
4. Register Program Director/Project Director (PD) in eRA Commons: If you have not already done so, you must register the PD listed on the HHS Checklist in eRA Commons to assign a Commons ID. Once the PD has received their Commons ID, please send this information to your Grants Management Specialist. You can find additional information about the eRA Commons registration process at

Key Staff

Key staff (or key staff positions, if staff has not been selected) are listed below:

Unnamed Project Director @ 100% level of effort

Mark Rowley, Lead Evaluator @ 20% level of effort (in-kind)

Any changes in key staff including level of effort involving separation from the project for more than three months or a 25 percent reduction in time dedicated to the project, requires prior approval. Reference the Prior Approval Standard Term for additional information and instructions.

SPECIAL TERMS

Disparity Impact Statement (DIS)

By November 30, 2018, submit via eRA Commons.

The DIS should be consistent with information in your application regarding access, *service use and outcomes for the program and include three components as described below. Questions about the DIS should be directed to your GPO. Examples of DIS can be found on the SAMHSA website at <http://www.samhsa.gov/grants/grants-management/disparity-impactstatement>.

*Service use is inclusive of treatment services, prevention services as well as outreach, engagement, training, and/or technical assistance activities.

The disparity impact statement consists of three components:

1. Proposed number of individuals to be served and/or reached by subpopulations in the grant implementation area should be provided in a table that covers the entire grant period. The disparate population(s) should be identified in a narrative that includes a description of the population and rationale for how the determination was made.
2. A quality improvement plan for how you will use your program (GPRA) data on access, use and outcomes to monitor and manage program outcomes by race, ethnicity and LGBT status, when possible. The quality improvement plan should include strategies for how processes and/or programmatic adjustments will support efforts to reduce disparities for the identified sub-populations.
3. The quality improvement plan should include methods for the development and implementation of policies and procedures to ensure adherence to the Enhanced Culturally and Linguistically Appropriate Services (CLAS) Standards and the provision of effective care and services that are responsive to:
 - o Diverse cultural health beliefs and practices;
 - o Preferred languages; and
 - o Health literacy and other communication needs of all sub-populations within the proposed geographic region.

All responses to award terms and conditions must be submitted as .pdf documents in the "View Terms Tracking Details" page in eRA Commons.

For more information on how to upload a document in response to a tracked term, please reference under heading "4 Additional Materials – grantee" in the User Guide located at: https://era.nih.gov/files/TCM_User_Guide_Grantee.pdf

SPECIAL CONDITIONS

Revised Budget

By October 30, 2018, submit via eRA Commons.

1. **SF-424A Budget Information - Non-Construction Programs form (Section B)** that reflects the cost category totals in the revised budget and budget narrative. The form can be found at <https://apply07.grants.gov/apply/forms/sample/SF424A-V1.0.pdf>.
2. **Revised Budget:** Submit a revised budget for the total award amount. Reference the sample budget format found in Appendix B of the Funding Opportunity Announcement (FOA).
3. **Funding Limitations/Restrictions:** Identify the costs associated with the funding limitations prescribed in Section IV-3 of the FOA. The Sample Budget and Justification in Appendix B of the FOA includes an example of how to report this information. The funding restrictions for this project are as follows:
 - o No more than 20 percent of the grant award may be used for data collection, performance measurement, and performance assessment expenses.
 - o Grantees may use up to 10 percent of funds for state, tribal or local governmental level administrative costs.

All responses to award terms and conditions must be submitted as .pdf documents in the "View Terms Tracking Details" page in eRA Commons.

For more information on how to upload a document in response to a tracked term, please reference under heading "4 Additional Materials – grantee" in the User Guide located at: https://era.nih.gov/files/TCM_User_Guide_Granttee.pdf

Participant Protection Concerns

By November 7, 2018, submit via eRA Commons.

Submit your response to the Participant Protection concerns raised by our Initial Review Committee, as noted directly below:

The Committee reviewed the applicant organization's plans for ensuring confidentiality and SAMHSA participant protection and expressed concerns about the inadequacy of the discussion of the following:

- Protection of clients and staff from potential risks: The applicant organization does not identify plans to provide guidance in event of adverse effects. It also does not address the connection between peer recovery specialists and sharing contact information.
- Fair selection of participants: The applicant organization does not include information about pregnant women or having to notify the Department of Health.
- Data collection and evaluation: The applicant organization does not provide copies or links to all available data collection instruments and interview protocols it plans to use.
- Consent policies, procedures, and forms: The applicant organization merely states that written consent is not needed due to current emergency service consent procedures. This does not satisfy the requirement of written consent.

As noted, you must provide a written response as well as any clarification or additional information requested by our Participant Protection Officer. To ensure that you understand your obligations, please read (42 C.F.R. Part 2 § 2.32) and indicate that you understand and will comply with all of its provisions.

All grant funds are available for this project except for those funds directly related to Participant Protection issues as outlined in the Notice of Award. Currently, only activities that do not directly involve Participant Protection issues (i.e., are clearly severable and independent from those activities that do involve Participant Protection issues) may be conducted under this grant award. This restriction of funds will only be lifted if the Participant Protection concern(s) are addressed by the grantee and resolved to the satisfaction of your designated Government

Project Officer (GPO) and the SAMHSA/CSAP Participant Protection Officer (PPO).

All responses to award terms and conditions must be submitted as .pdf documents in the "View Terms Tracking Details" page in eRA Commons.

For more information on how to upload a document in response to a tracked term, please reference under heading "4 Additional Materials – grantee" in the User Guide located at: https://era.nih.gov/files/TCM_User_Guide_Grantee.pdf

STANDARD TERMS AND CONDITIONS

Standard Terms for Awards FY 2018

Your organization must comply with the Standard Terms and Conditions for grants awarded in Fiscal Year 2018 and the following award terms applicable to your award type:

- New Grant
- Cooperative Agreement Standard Terms

SAMHSA's Terms and Conditions Webpage is located at:

<https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>.

Cooperative Agreement Roles

ROLE OF RECIPIENT

The Recipient must: (1) Comply with terms and conditions of the cooperative agreement award, and (2) Collaborate with SAMHSA staff in project implementation and monitoring.

ROLE OF GOVERNMENT PROJECT OFFICIAL

The Government Project Official (GPO) will have overall responsibility for monitoring the conduct and progress of recipient sites, including conducting site visits. The GPO will provide substantial input, in collaboration with the Recipients, both in the planning and implementation of the program and in evaluation activities, and will make recommendations regarding program continuance. Likewise, GPOs will participate in the publication of results and packaging and dissemination of products and materials in order to make the findings available to the field. CSAP/SAMHSA staff will receive authorship/co-authorship credit on all publications to which they have made substantial contributions.

ROLE OF THE GRANTS MANAGEMENT OFFICER

The Grants Management Officer (GMO) is responsible for all business management aspects of negotiation, award, and financial and administrative aspects of the cooperative agreement. The GMO utilizes information from site visits, reviews of expenditure and audit reports, and other appropriate means to assure that the project is operated in compliance with all applicable Federal laws, regulations, guidelines, and the terms and conditions of award. Required approvals must be provided in writing and the GMO is the only person, except for the SAMHSA Administrator, who may grant such required approvals. Written approvals granted by other officials are not binding on the government. All changes in the terms of the cooperative agreement award must be issued in writing by the GMO.

Annual Programmatic Progress Report

By December 30, 2019, submit an annual programmatic progress report.

Note: Recipients must also comply with the GPRA requirements that include the collection and periodic reporting of performance data as specified in the FOA or by the Grant Program Official

(GPO). This information is needed in order to comply with PL 102-62, which requires that Substance Abuse and Mental Health Services Administration (SAMHSA) report evaluation data to ensure the effectiveness and efficiency of its programs.

Additional information on reporting requirements is available at <https://www.samhsa.gov/grants/grants-management/reporting-requirements>.

The response to this term must be submitted as .pdf documents in the "View Terms Tracking Details" page in eRA Commons. Please contact your Government Program Official (GPO) for program specific submission information.

For more information on how to upload a document in response to a tracked term, please reference under heading "4 Additional Materials – grantee" in the User Guide located at: https://era.nih.gov/files/TCM_User_Guide_Grantee.pdf

Annual Federal Financial Report (SF-425)

The Federal Financial Report (FFR) (SF-425) is required on an annual basis and must be submitted no later than 90 days after the end of the budget period. The annual FFR should reflect only cumulative actual Federal funds authorized and disbursed, any non-Federal matching funds (if identified in the Funding Opportunity Announcement (FOA)), unliquidated obligations incurred, the unobligated balance of the Federal funds for the award, as well as program income generated during the timeframe covered by the report. Additional guidance to complete the FFR can be found at <http://www.samhsa.gov/grants/grants-management/reporting-requirements>.

FFR reporting must be entered directly into the eRA Commons system. Instructions on how to submit a Federal Financial Report (FFR) via the eRA Commons is available at <https://www.samhsa.gov/sites/default/files/samhsa-grantee-submit-ffr-10-22-17.pptx>.

Compliance with Terms and Conditions

FAILURE TO COMPLY WITH THE ABOVE STATED TERMS AND CONDITIONS MAY RESULT IN ACTIONS IN ACCORDANCE WITH 45 CFR 75.371, REMEDIES FOR NON-COMPLIANCE AND 45 CFR 75.372 TERMINATION. THIS MAY INCLUDE WITHHOLDING PAYMENT, DISALLOWANCE OF COSTS, SUSPENSION AND DEBARMENT, TERMINATION OF THIS AWARD, OR DENIAL OF FUTURE FUNDING.

All previous terms and conditions remain in effect until specifically approved and removed by the Grants Management Officer.

Staff Contacts:

Karim Hamadi, Program Official
Phone: 240-276-2413 Email: Karim.Hamadi@SAMHSA.hhs.gov

Maria Martinez, Grants Specialist
Phone: (240) 276-1417 Email: Maria.Martinez@samhsa.hhs.gov Fax: (240) 276-1420

Amendment



First Responders
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Notice of Award

Issue Date: 12/07/2018

Center for Substance Abuse Prevention

Grant Number: 6H79SP080288-01M001

FAIN: H79SP080288

Program Director: Jesse Modican

Project Title: The Safe and Healthy Neighborhoods Project

Organization Name: CITY OF JACKSONVILLE

Business Official: Cook, Damian

Business Official e-mail address: damianc@coj.net

Budget Period: 09/30/2018 – 09/29/2019

Project Period: 09/30/2018 – 09/29/2022

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$0 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to CITY OF JACKSONVILLE in support of the above referenced project. This award is pursuant to the authority of Section 546 of the Public Health and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

This award addresses the following Amendment requests:

- Change in Scope (6H79SP080288-01L001)

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Maria Martinez
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 6H79SP080288-01M001

Award Calculation (U.S. Dollars)

Personnel(non-research)	\$61,310
Fringe Benefits	\$4,690
Travel	\$5,628
Supplies	\$5,000
Contractual	\$304,280
Other	\$0
Direct Cost	\$380,908
Approved Budget	\$380,908
Federal Share	\$380,908
Cumulative Prior Awards for this Budget Period	\$380,908
AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$0

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$380,908

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
 EIN: 1596000344B4
 Document Number: 17SP80288A
 Fiscal Year: 2018

IC CAN Amount
 SP C96V125 \$0

IC	CAN	2018
SP	C96V125	\$0

SP Administrative Data:

PCC: FR-CARA / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 6H79SP080288-01M001

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 6H79SP080288-01M001

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:**Additional Costs**

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SP Special Terms and Conditions – 6H79SP080288-01M001**REMARKS:**

This amended notice of award approves a change in scope and revised budget submitted on November 29, 2018.

Subsequently, this NoA also resolves the following special condition included on the 1H79SP080288-01 NoA:

- * Term Name: Revised Budget
- * Task Description(s): Revised Budget, Form: SF-424A, Funding Limitations/Restrictions

This is a post-award amendment, therefore this NoA reflects the current budget year only.

COMPLIANCE WITH TERMS AND CONDITIONS:

All previous terms and conditions remain in effect until specifically approved and removed by the Grants Management Officer. Failure to comply with the above stated terms and conditions may result in suspension, classification as Restriction status, termination of this award or denial of funding in the future.

Staff Contacts:

MORRIS FLOOD, Program Official
Phone: 240-276-2479 Email: Morris.Flood@samhsa.hhs.gov

Maria Martinez, Grants Specialist
Phone: (240) 276-1417 Email: Mercedes.Martinez@samhsa.hhs.gov Fax: (240) 276-1420