



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: February 16, 2021

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Arizona Board of Regents, University of Arizona

***Project Title/Description:**

Health Promotion and Disease Prevention Research Centers

***Purpose:**

The purpose of *Unidos: Linking Individuals to Social Determinant and Community Health Services* is to address chronic disease and social conditions that contribute to health disparities among Latinos in Arizona. This project involves delivering education and resources to target communities through Community Health Workers (CHWs) who understand and represent community needs within and outside of traditional health systems.

Amendment #1 provides \$62,900 for Year 2 of the project. In addition, it carries forward \$20,999 of unspent Year 1 funding and removes \$23,324.98 of the unspent funds from Year 1. (Year 1 was significantly under budget due to delays in hiring staff and then staff being reallocated to pandemic activities). The net amount being added with this amendment is \$39,575.02 (\$62,900 - \$23,324.98).

***Procurement Method:**

This Revenue Contract is a non-Procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

It is expected that this project will show that enhanced social support and networks will improve reported health over a six month period. The outcome of this research will be a scalable, sustainable Community-Clinical Linkages model that lowers chronic disease risk. Community Health Workers within the Pima County Health Department will accomplish these outcomes by working with El Rio Community Health Center to identify program participants. CHWs will work with participants to:

- 1) Support and connect participants to health promotion resources;
- 2) Provide individual and group-based support; and
- 3) Leverage community resources to help individuals address social determinants of health-related needs.

***Public Benefit:**

Reduction of chronic disease and improved social conditions among Latino adults in Pima County.

***Metrics Available to Measure Performance:**

1. Participate in the Arizona Prevention Research Center (AzPRC) Community Action Board (CAB) Research Committee;
2. Work collaboratively with the CAB Research Committee and AzPRC research team to refine the Unidos community-clinical linkage model;
3. Employ CHWs to implement the community program;
4. Participate in CHW training related to the research intervention;
5. Collect survey data relevant to the community program being implemented by CHWs in the community; and
6. Participate in dissemination and scale up activities as appropriate.

***Retroactive:**

Yes. The grant funding for Year 2 of the contract began October 1, 2020. However, the final agreement was not received from the University until Jan. 20, 2021. The version of Amendment #1 received on January 6, 2021 did not include any carry over funding from Year 1. The decision was made to wait until a determination on the carry over funding had been made to include that in Amendment #1 rather than needing to execute another amendment as soon as this one was done.

AM Approved 2/3/2021 LJS

Revised 5/2020

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

 Expense Amount: \$* _____ Revenue Amount: \$ _____***Funding Source(s) required:**Funding from General Fund? Yes No If Yes \$ _____ % _____Contract is fully or partially funded with Federal Funds? Yes No**If Yes, is the Contract to a vendor or subrecipient?** _____Were insurance or indemnity clauses modified? Yes No*If Yes, attach Risk's approval.*Vendor is using a Social Security Number? Yes No*If Yes, attach the required form per Administrative Procedure 22-10.***Amendment / Revised Award Information**

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Amendment No.: _____ AMS Version No.: _____

Commencement Date: _____ New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

 Expense or Revenue Increase Decrease Amount This Amendment: \$ _____Is there revenue included? Yes No If Yes \$ _____***Funding Source(s) required:**Funding from General Fund? Yes No If Yes \$ _____ % _____**Grant/Amendment Information** (for grants acceptance and awards) Award AmendmentDocument Type: GTAM Department Code: HD Grant Number (i.e., 15-123): 21-74Commencement Date: _____ Termination Date: 09/29/2021 Amendment Number: 01 Match Amount: \$ _____ Revenue Amount: \$ 39,575.02***All Funding Source(s) required:** Department of Health and Human Services, Centers for Disease Control and Prevention via the University of Arizona***Match funding from General Fund?** Yes No If Yes \$ _____ % _____***Match funding from other sources?** Yes No If Yes \$ _____ % _____***Funding Source:** _____***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** _____ via the University of ArizonaContact: Sharon GrantDepartment: Health Telephone: 724-7842Department Director Signature/Date: 01/29/21Deputy County Administrator Signature/Date: 3 Feb 2021County Administrator Signature/Date: C. R. Dillman 2/3/21
(Required for Board Agenda/Addendum Items)

**FDP Amendment
Number**

**FDP Amendment
Number 1**

Pass-Through Entity (PTE)

Subrecipient

Arizona Board of Regents, University of Arizona

Entity Name Pima County, on behalf of the Pima County Health Department

SPS-Subawards@email.arizona.edu

Email Address Sharon.Grant@pima.gov

Scott C Carvajal

Principal Investigator

Donald Gates

Project Title: **Health Promotion and Disease Prevention Research Centers - 2019**

PTE Federal Award No:

6 U48DP006413-01-01

Federal Awarding Agency:

National Institutes of Health (NIH)

Revised Period of Performance:

Start Date: September 30, 2019

End Date: Sep 29, 2021

Amount Funded This Action:

\$ 62,900.00

Subaward No:

541282

Total Amount of Federal Funds Obligated to Date:

\$ 99,575.02

Cost Share:

Yes No

Subject to FFATA:

Yes No

Automatic Carryover

Yes No

Amendment(s) to Original Terms and Conditions

This Amendment revises the above-referenced Subaward Agreement as follows:

This is a No Cost Extension. The Period of Performance is hereby extended through:

09/30/2020 to 9/29/2021 is hereby added to the Period of Performance, which is revised to be consistent with the Period of Performance Start and End Date above.

Additional funds in the amount of \$62,900 are hereby authorized for the current period.

Carryover in the amount of \$20,999 is hereby authorized as shown below.

Other (see below)

Re-budgeting of Year 1 funds in the amount of \$4,730 are hereby authorized for computer and equipment. Revised Year 1 budget and Year 2 budget attached (Attachment 1).

Year 1 unspent balance is \$44,323.98 of which \$20,999 is being approved for carry forward into Year 2 (budget attached in Attachment 2). Year 1 budget will be reduced by \$23,324.98.

Current modification to the Notice of Award is attached (Attachment 3).

For clarity: all amounts stated in this amendment are in United States Dollars.

For clarity: all amounts stated in this amendment are in United States Dollars.

All other terms and conditions of this Subaward Agreement remain in full force and effect.

PIMA COUNTY APPROVALS:

APPROVED:

Chair, Board of Supervisors

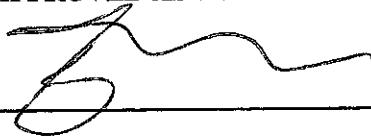
Date

ATTEST:

Clerk of Board

Date

APPROVED AS TO FORM:



Deputy County Attorney

1/22/21

Date

APPROVED AS TO CONTENT:

Department Representative

01/29/21

Date

Attachment 1

Pima County Health Department

Unidos Project 2020 - 2021

Year 2 Budget Justification

Budget

| Category | Year 1 (\$60,000) | Year 2 (\$62,900) |
|---|-------------------|--------------------|
| Salary | \$46,800 | \$33,280 |
| Fringe | | \$11,648 |
| Total Salary/ERE | \$46,800 | \$44,928 |
| Out-of-County CAB Meetings | \$237 | \$0 |
| Local Mileage | \$1,780 | \$668 |
| In-State Professional Development | \$983 | |
| Total Travel | \$3,000 | \$668 |
| Health Promotion Materials | \$0 | \$6,585.82 |
| Office Supplies | \$90 | \$0 |
| Computer and Equipment | \$4,730 | \$0 |
| Participant incentives | \$0 | \$5,000 |
| Total Materials and Supplies | \$4,820 | \$11,585.82 |
| Printing program forms | \$500 | \$0 |
| Development costs for program materials | \$200 | \$0 |
| Total Other Expenses | \$700 | \$0 |
| Total Direct Costs | \$55,320 | \$57,181.82 |
| Total Indirect Costs | \$4,680 | \$5,718.18 |
| Total Project Costs | \$60,000 | \$62,900 |

Budget Justification:

Personnel: Two part-time Community Health Workers (CHWs) at \$22,464 each. Salaries do not include one additional part-time CHW who will be charged to other program funds. The community-based CHWs will be housed in the Pima County Health Department (PCHD) to connect participants to health promotion, prevention and management resources, provide individual and group-based support, as well as leverage community resources to address participant's needs. Unidos Program Manager time will be provided for year 2 to attend Community Action Board (CAB) Research Committee meetings and participate in other oversight activities as needed.

Travel Expenses: \$668 is allocated for travel in year 2. This includes local mileage to sites around Pima County (500 miles per year at .445/mi for 3 team members).

Materials and Supplies: \$11,585 is budgeted for materials and supplies for year 2. The materials and supplies purchased for this project include health promotion materials, such as books, water bottles, and other relevant incentives, which will assist in recruitment and promotion. Participant incentives will be purchased to encourage recruitment and retention into the program. The Pima County Communications and Pima County Health Department will assist staff with design of materials. Special projects may be needed at times and will also be covered under this section.

Other Expenses: NA.

Indirect Costs 5,718.18

Indirect costs for year 2 represent 10% of direct program costs.

Attachment 2

Pima County Health Department

Unidos Project 2020 - 2021

Year 1 Carryover Budget Justification

Budget

| Category | Year 1 Carryover (\$21,000) |
|---|--------------------------------|
| Salary | \$12,480 |
| Fringe | |
| Total Salary/ERE | \$12,480 |
| Out-of-County CAB Meetings | \$0 |
| Local Mileage | \$260 |
| In-State Professional Development | \$ |
| Total Travel | \$260 |
| Health Promotion Materials | \$5000 |
| Office Supplies | \$350 |
| Computer and Equipment | \$0 |
| Participant incentives | \$0 |
| Total Materials and Supplies | \$5,350 |
| Printing program forms | \$500 |
| Development costs for program materials | \$500 |
| Total Other Expenses | \$1000 |
| Total Direct Costs | \$19,090 |
| Total Indirect Costs | \$1,909 |
| Total Project Costs | \$20,999 |

Budget Justification:

Personnel: One part-time Community Health Workers (CHW) at \$12,480. The community-based CHWs will be housed in the Pima County Health Department (PCHD) to connect participants to health promotion, prevention and management resources, provide individual and group-based support, as well as leverage community resources to address participant's needs.

Travel Expenses: \$260 is allocated for travel in year 2. This includes local mileage to sites around Pima County.

Materials and Supplies: \$5,350 is budgeted for materials and supplies for year 2. The materials and supplies purchased for this project include health promotion materials, such as books, water bottles, and other relevant incentives, which will assist in recruitment and promotion. Participant incentives will be purchased to encourage recruitment and retention into the program. The Pima County Communications and Pima County Health Department will assist staff with design of materials. Special projects may be needed at times and will also be covered under this section.

Other Expenses: \$1000 is budgeted for printing of program forms, materials, and rack cards that are necessary for ensuring community members can participate in the project and have access to information about workshops, services, and other resources provided by PCHD and community-based organizations. Printed materials will also be used for recruitment purposes.

Indirect Costs

Indirect costs for year 1 carryover represent 10% of direct program costs.

Attachment 3

| | |
|--|---|
| 1. DATE ISSUED 08/07/2020 | MM/DD/YYYY 1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded |
| 2. CFDA NO. 93.135 - Centers for Research and Demonstration for Health Promotion and Disease Prevention | |
| 3. ASSISTANCE TYPE Cooperative Agreement | |
| 4. GRANT NO. 5 U48DP006413-02-00 Formerly | 5. TYPE OF AWARD Other |
| 4a. FAIN U48DP006413 | 5a. ACTION TYPE Non-Competing Continuation |
| 6. PROJECT PERIOD From 09/30/2019 | MM/DD/YYYY Through 09/29/2024 |
| 7. BUDGET PERIOD From 09/30/2020 | MM/DD/YYYY Through 09/29/2021 |
| 8. TITLE OF PROJECT (OR PROGRAM) | |

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

2939 Brandywine Road
Atlanta, GA 30341

NOTICE OF AWARD

AUTHORIZATION (Legislation/Regulations)

Section 1706 of the Public Health Services Act, as amended, 42 U.S.C. 300u-5. academic health centers. 42 U.S.C 300u-5(d) and Section 799B

REMARKS (Other Terms and Conditions Attached - Yes

GRANTS MANAGEMENT OFFICIAL:

Ferrinnia Augustus High
1600 Clifton Rd
Atlanta, GA 30333
Phone: 770-488-2006

| 17. OBJ CLASS | 41.41 | 18a. VENDOR CODE | 1742652689A1 | 18b. EIN | 742652689 | 19. DUNS | 806345617 | 20. CONG. DIST. | 03 |
|----------------|-----------|------------------|---------------|---------------------|-----------|---------------------|--------------|-----------------|------------|
| FY-ACCOUNT NO. | | DOCUMENT NO. | | ADMINISTRATIVE CODE | | AMT ACTION FIN ASST | | APPROPRIATION | |
| 21. a. | 0-939ZRBX | b. | 19U48DP006413 | c. | DP | d. | \$289,953.00 | e. | 75-20-0948 |
| 22. a. | 0-939ZRFA | b. | 19U48DP006413 | c. | DP | d. | \$689,803.00 | e. | 75-20-0948 |
| 23. a. | 0-939ZTGP | b. | 19U48DP006413 | c. | DP | d. | \$750,000.00 | e. | 75-20-0948 |

AWARD ATTACHMENTS

Arizona Board of Regents, University of Arizona

5 U48DP006413-02-00

1. Terms and Conditions

AWARD INFORMATION

Incorporation: In addition to the federal laws, regulations, policies, and CDC General Terms and Conditions for Research awards at <https://www.cdc.gov/grants/federalregulationspolicies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number **DP19-001**, entitled **Health Promotion Disease and Prevention Research Ctr**, and application dated May 22, 2020, as may be amended, which are hereby made a part of this Research award hereinafter referred to as the Notice of Award (NOA).

Note: Due to grants management administration system parameters, the budget category names on Page 1 of this NOA may be altered from the budget categories submitted with the SF-424 Research and Related Budget application.

Approved Funding: Funding in the amount of **\$1,729,756** is approved for the Year 02 budget period, which is September 30, 2020 through September 29, 2021. All future year funding will be based on satisfactory programmatic progress and the availability of funds.

The federal award amount is subject to adjustment based on total allowable costs incurred and/or the value of any third party in-kind contribution when applicable.

Note: Refer to the Payment Information section for draw down and Payment Management System (PMS) subaccount information.

| NOFO Component | Amount |
|------------------------------|--------------------|
| Core | \$750,000 |
| SIP19-003 | \$339,849 |
| SIP19-005 | \$289,953 |
| SIP20-006 | \$349,954 |
| Total Approved Budget | \$1,729,756 |

Financial Assistance Mechanism: Cooperative Agreement

Substantial Involvement by CDC: It is anticipated that CDC will have substantial programmatic involvement after the award is made. Substantial involvement is in addition to all post-award monitoring, technical assistance, and performance reviews undertaken in the normal course of stewardship of federal funds.

CDC program staff will assist, coordinate, or participate in carrying out effort under the award, and recipients agree to the responsibilities therein, as detailed in the NOFO.

Additionally, the CDC Project Officer or other CDC staff will provide day-to-day programmatic, administrative, and fiscal management in support of the project as defined below.

The PRC Program Project Officer will:

Be named in the Notice of Grant Award as the Project Officer;

Monitor performance against approved budgets, budget justifications, annual action plan objectives and activities;

Provide programmatic, administrative and technical assistance to the awardees;

Make recommendations on requests for changes in scope, objectives, and/or budgets that deviate from the approved peer-reviewed application;

Facilitate the exchange of information with other CDC programs so that public health efficiencies are reached and effectiveness findings are disseminated quickly between CDC and its awardees.

Promote dissemination of promising practices, programs, interventions, and other research findings and products; and

Assess the public health impact of the Core Research Project and assure translation of promising practices, policies, programs, interventions, and other research findings and products.

Additionally, an HHS/CDC agency Scientific Program Official will be responsible for the normal scientific and programmatic stewardship of the award.

The ERPOS Scientific Program Official will be:

Named in the Notice of Award (NoA) as the Scientific Program Official to provide scientific oversight and assure overall scientific and programmatic stewardship of the award;

Monitor performance against approved project objectives; and

Assure assessment of the public health impact of the research conducted under this funding opportunity announcement.

Data Management Plan for Core and all SIPs: As identified in the NOFO, a data management plan is required. The recipient is required to submit a Data Management Plan to the Scientific Program Official noted in the Staff Contacts section of this NoA, no later than 30 days from the budget period start date. The data management plan is October 30, 2020.

Key Personnel: This action approves the Authorizing Official Representative, change to Alexis Bantel. This is in response to the request submitted by your organization dated May 22, 2020.

Consultant Costs

Written approval must be obtained from CDC prior to establishing a written agreement for consultant services, and must be obtained annually in order to re-establish the written agreement. Approval to initiate or continue program activities through the services of a consultant requires submission of the following information to CDC for each consultant. This requirement is due October 30 2020.

1. Name of Consultant: Identify the name of the consultant and describe his or her qualifications.

2. Organizational Affiliation (if applicable): Identify the organization affiliation of the consultant.

3. Nature of Services to Be Rendered: Describe the consultation that will be provided, including the specific tasks to be completed and specific deliverables. A copy of the actual consultant agreement should not be sent to CDC.
4. Relevance of Service to the Project: Describe how the consultant services relate to the accomplishment of specific program objectives.
5. Number of Days of Consultation (basis for fee): Specify the total number of days of consultation.
6. Expected Rate of Compensation: Specify the rate of compensation for the consultant (e.g., rate per hour, rate per day). Include a budget showing other costs (e.g., travel, per diem, supplies, and other related expenses) and list a subtotal.
7. Method of Accountability: Describe how the progress and performance of the consultant will be monitored. Identify who is responsible for supervising the consultant agreement.

Contractual Costs

Cooperative Agreement recipients must obtain written approval from CDC prior to establishing a third-party contract to perform program activities. Approval by CDC to utilize funds and initiate program activities through the services of a contractor requires the submission of the following information for each contract to CDC. This requirement is due October 30, 2020.

1. Name of Contractor: Identify the name of the proposed contractor and indicate whether the contract is with an institution or organization.
2. Method of Selection: State whether the contract is sole source or competitive bid. If an organization is the sole source for the contract, include an explanation as to why this institution is the only one able to perform contract services.
3. Period of Performance: Specify the beginning and ending dates of the contract.
4. Scope of Work: Describe the specific services/tasks to be performed by the contractor and relate them to the accomplishment of program objectives. Deliverables should be clearly defined.
5. Method of Accountability: Describe how the progress and performance of the contractor will be monitored during and on close of the contract period. Identify who will be responsible for supervising the contract.
6. Itemized Budget and Justification: Provide an itemized budget with appropriate justification. If applicable, include any indirect cost paid under the contract and the indirect cost rate used.

Expanded Authority: The recipient is permitted expanded authorities in the administration of the award. The expanded authorities selected below apply to this NoA.

- Carryover of unobligated balances from one budget period to a subsequent budget period. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of unobligated funds in Section 12 "Remarks" of the annual Federal Financial Report submitted in eRA Commons. If the GMO determines that some or all the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient's authority to automatically carry over unobligated balances in the future, use the balance to reduce or offset CDC funding for a subsequent budget period, or use a combination of these actions.
- Extension of final budget period of a period of performance without additional funds up to 12 months with no change in the scope of work to ensure adequate completion of the originally

approved project or program. The recipient must notify the awarding office, in writing, of the extension 10 days before the expiration date of the period of performance. Upon notification, the awarding office will revise the period of performance ending date and provide an acknowledgement to the recipient.

Program Income: Any program income generated under this grant or cooperative agreement will be used in accordance with the Addition alternative.

Addition alternative: Under this alternative, program income is added to the funds committed to the project/program and is used to further eligible project/program objectives.

FUNDING RESTRICTIONS AND LIMITATIONS

Programmatic Restriction: Research involving human subjects cannot begin until a copy of the IRB approval letter for each of the institution sites is submitted and a revised NoA releasing the restriction is issued, in writing, by the Grants Management Officer. A funding restriction in the amount of **\$172,975** has been placed on this award pending IRB approvals. The restriction applies to the following budget items by Core and SIPS.

| NOFO Component | Approved Amount | 10% Restriction | Restriction for Budget Category |
|--|--------------------|------------------|---------------------------------|
| Core | \$750,000 | \$75,000 | Salaries |
| SIP19-003 | \$339,849 | \$33,984 | Salaries |
| SIP19-005 | \$289,953 | \$28,995 | Salaries |
| SIP20-006 | \$349,954 | \$34,995 | Contractual |
| Total Approved Budget and 10% Restriction | \$1,729,756 | \$172,975 | |

Recipients are advised that documentation for key personnel and other significant contributors involved in the design or conduct of research, that demonstrates completion of an education program in the protection of human subjects, may be required to be submitted concurrently. The recipient should contact the Scientific Program Official noted in the Staff Contacts section of this NoA for more information on Human Subjects Restriction release.

Application Submission System & Interface for Submission Tracking

(ASSIST): Amendments and applications must be submitted using the Application Submission System & Interface for Submission Tracking (ASSIST) module which is a web-based service used for the preparation and submission of grant applications to CDC through eRA Commons. ASSIST provides the ability for applicants to prepare their applications online, and offers the applicant additional capabilities including the ability to preview the application image, validate the application against required business rules, and prepopulate data from an applicant organization's records, therefore identifying issues earlier in the application submission process.

Certificate of Confidentiality: Institutions and investigators are responsible for determining whether research they conduct is subject to Section 301(d) of the Public Health Service (PHS) Act. Section 301(d), as amended by Section 2012 of the 21st Century Cures Act, P.L. 114-255 (42 U.S.C. 241(d)), states that the Secretary shall issue Certificates of Confidentiality (Certificates) to persons engaged in biomedical, behavioral, clinical, or other research activities

in which identifiable, sensitive information is collected. In furtherance of this provision, CDC supported research commenced or ongoing after December 13, 2016 in which identifiable, sensitive information is collected, as defined by Section 301(d), is deemed issued a Certificate and therefore required to protect the privacy of individuals who are subjects of such research. Certificates issued in this manner will not be issued as a separate document, but are issued by application of this term and condition to this award. See Additional Requirement 36 to ensure compliance with this term and condition. The link to the full text is at:
<https://www.cdc.gov/grants/additionalrequirements/ar-36.html>

Indirect Costs:

Indirect costs are based on the negotiated indirect cost rate agreement dated June 26, 2020. The rates in this agreement are to be used for remainder of the competitive segment in accordance with 45 CFR Part 75. Indirect cost/facilities and administration rates for subcontracts will be treated in the same manner as those for the subcontractor is covered by 45 CFR Part 75.

REPORTING REQUIREMENTS

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS): Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
Sharon Cassell, Grants Management Officer/Specialist
Centers for Disease Control and Prevention
OGS Branch II
Email: scassell@cdc.gov

AND

U.S. Department of Health and Human Services
Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201

Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS). (45 CFR 75.372(b)) CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award. (45 CFR 75.373(b))

PAYMENT INFORMATION

Payment Management System Subaccount: Funds awarded in support of approved activities have been obligated in a newly established subaccount in the PMS, herein identified as the "P Account". Funds must be used in support of approved activities in the NOFO and the approved application. All award funds must be tracked and reported separately.

The grant document number identified on the first page of the NOA must be known in order to draw down funds.

CDC STAFF CONTACTS

Grants Management Specialist: The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards. Many of the functions described in the GMO section are performed by the GMS, on behalf of the GMO.

GMS Contact

Sharon Cassell, Grant Management Specialist/Officer
Centers for Disease Control and Prevention (CDC)
Office of Financial Resources (OFR)
Office of Grants Services (OGS)
Research Branch 2, Team 1
Telephone Number: (770) 488-2703
Email: scassell@cdc.gov

Scientific Program Official/Project Officer: The SPO is the federal official responsible for monitoring the programmatic, scientific, and/or technical aspects of grants and cooperative agreements, as well as contributing to the effort of the award under cooperative agreements.

Programmatic Contact:

Natalie Darling, Scientific Program Official/Project Officer
Centers for Disease Control and Prevention
National Center for Chronic Disease Prevention & Health Promotion (NCCDPHP)
Extramural Research Program Operations & Services (ERPOS)
Telephone: 770-488-5740
Email: ndh6@cdc.gov

Grants Management Officer (GMO): The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards. The GMO is the only official authorized to obligate federal funds and is responsible for signing the NOA, including revisions to the NOA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

GMO Contact:

Angie Willard, Grants Management Officer
Centers for Disease Control and Prevention
Office of Financial Resources (OFR)
Office of Grants Services (OGS)
Research Branch 2, Team 1
Telephone: 770-488-2863
Email: aen4@cdc.gov