



**BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS**

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: September 21, 2021

** = Mandatory, information must be provided*

or Procurement Director Award: ☐

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

US Department of Health & Human Services, Substance Abuse and Mental Health Services Administration (SAMHSA)

***Project Title/Description:**

Pima County Problem Solving Courts Initiative

***Purpose:**

Year four funding has been received for the Pima County Problem Solving Courts Initiative which will continue to provide multiple points of intervention for individuals with substance use disorders (SUDs) who are involved in the criminal justice system. Through a continuum of specialty court programs in misdemeanor and felony systems, high-risk/high need individuals will be identified quickly, assessed and referred to treatment and wraparound resources while following a court-monitored program that adheres to best practice standards.

***Procurement Method:**

Not applicable

***Program Goals/Predicted Outcomes:**

The Pima County Problem Solving Courts Initiative seeks to reduce substance use and co-occurring disorders among individuals involved in the justice system by 1) expanding enrolment and access to resources in the felony Drug Treatment Alternative to Prison (DTAP) and drug court programs; 2) creating a consolidated misdemeanor problem solving court (CMPSC) to provide earlier intervention for high-risk/high need individuals with co-occurring SUDs; 3) forming the Pima County Problem Solving Court Collaborative with membership from each specialty court and other stakeholders, to increase collaboration, information sharing, and resources across all courts and with other systems; and 4) ensuring adherence to the 10 Key Components and Drug Court Best Practice Standards for each participating court.

***Public Benefit:**

Utilized program funding to support prosecution objectives and reduce costs for this program to Pima County taxpayers.

***Metrics Available to Measure Performance:**

Annual programmatic and financial reporting.

***Retroactive:**

No. Funding was awarded in July 2021 for Year Four (of a five-year grant); the budget year runs 09/30/2021 – 09/29/2022.

ALL approved 9-16-21 JLS

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

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 ☐ 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 ☒ Amendment

Document Type: GTAM Department Code: PCA Grant Number (i.e., 15-123): 22*016
Commencement Date: 09/30/2021 Termination Date: 09/29/2022 Amendment Number: 4
☐ Match Amount: \$ none ☒ Revenue Amount: \$ 400,000

*All Funding Source(s) required: US Department of Health & Human Services, Substance Abuse and Mental Health Service Administration (SAMHSA)

*Match funding from General Fund? ☐ Yes ☒ No If Yes \$ none % none

*Match funding from other sources? ☐ Yes ☒ No If Yes \$ none % none

*Funding Source: none

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Mahmoud Hourani

Department: Pima County Attorney

Telephone: 520-724-5282

Department Director Signature: _____

Date: 9/8/21

Deputy County Administrator Signature: _____

Date: 9/14/2021

County Administrator Signature: _____

Date: 9/15/21



Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Treatment

Notice of Award
FAIN# H79TI081045
Federal Award Date
07/30/2021

Recipient Information

1. Recipient Name

PIMA COUNTY
32 N STONE AVE STE 1400

TUCSON, AZ 85701

2. Congressional District of Recipient

03

3. Payment System Identifier (ID)

1866000543B5

4. Employer Identification Number (EIN)

866000543

5. Data Universal Numbering System (DUNS)

958426967

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Vanessa Helms

vanessa.helms@pcao.pima.gov
520-724-5600

8. Authorized Official

Martha Durkin
Martha.Durkin@pcao.pima.gov
520-724-5503

Federal Agency Information

9. Awarding Agency Contact Information

Linda Chen

Center for Substance Abuse Treatment
linda.chen@samhsa.hhs.gov
240-276-0737

10. Program Official Contact Information

Arnold Crozier

Center for Substance Abuse Treatment
Arnold.Crozier@samhsa.hhs.gov
(240) 276-2909

Federal Award Information

11. Award Number

5H79TI081045-04

12. Unique Federal Award Identification Number (FAIN)

H79TI081045

13. Statutory Authority

PHS, Title V, Section 509; 42 U.S.C 290bb-2

14. Federal Award Project Title

Pima County Problem Solving Courts Initiative

15. Assistance Listing Number

93.243

16. Assistance Listing Program Title

Substance Abuse and Mental Health Services_Projects of Regional and National Significance

17. Award Action Type

Non-Competing Continuation

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 09/30/2021 – End Date 09/29/2022

20. Total Amount of Federal Funds Obligated by this Action \$400,000

20a. Direct Cost Amount \$376,075

20b. Indirect Cost Amount \$23,925

21. Authorized Carryover \$0

22. Offset \$0

23. Total Amount of Federal Funds Obligated this budget period \$400,000

24. Total Approved Cost Sharing or Matching, where applicable \$0

25. Total Federal and Non-Federal Approved this Budget Period \$400,000

26. Project Period Start Date 09/30/2018 – End Date 09/29/2023

27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period \$1,600,000

28. Authorized Treatment of Program Income

Additional Costs

29. Grants Management Officer - Signature

Eileen Bermudez

30. Remarks

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



Notice of Award

Issue Date: 07/30/2021

SAMHSA Treatment Drug Courts
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Center for Substance Abuse Treatment

Award Number: 5H79TI081045-04

FAIN: H79TI081045

Program Director: Vanessa Helms

Project Title: Pima County Problem Solving Courts Initiative

Organization Name: PIMA COUNTY

Authorized Official: Martha Durkin

Authorized Official e-mail address: Martha.Durkin@pcao.pima.gov

Budget Period: 09/30/2021 – 09/29/2022

Project Period: 09/30/2018 – 09/29/2023

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$400,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to PIMA COUNTY in support of the above referenced project. This award is pursuant to the authority of PHS, Title V, Section 509; 42 U.S.C 290bb-2 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 – 5H79TI081045-04**Award Calculation (U.S. Dollars)**

Travel	\$36,586
Contractual	\$261,829
Other	\$77,660
Direct Cost	\$376,075
Indirect Cost	\$23,925
Approved Budget	\$400,000
Federal Share	\$400,000
Cumulative Prior Awards for this Budget Period	\$0
AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$400,000

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
4	\$400,000
5	\$400,000

Note: 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: 1866000543B5
Document Number: 18TI81045A
Fiscal Year: 2021

IC	CAN	Amount
TI	C96N306	\$400,000

IC	CAN	2021	2022
TI	C96N306	\$400,000	\$400,000

TI Administrative Data:

PCC: DC-AD18 / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 5H79TI081045-04

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 – 5H79TI081045-04

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:

Use of program income – Additive: Recipients will add program income to funds committed to the project to further eligible project objectives. Sub-recipients that are for-profit commercial organizations under the same award must use the deductive alternative and reduce their subaward by the amount of program income earned.

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 (FAPIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – TI SPECIAL TERMS AND CONDITIONS – 5H79TI081045-04

REMARKS

Continuation Award

1. This Notice of Award (NoA) is issued to inform your organization that the application submitted through the funding opportunity Grants to Expand Substance Abuse Treatment Capacity in Adult Treatment Drug Courts and Adult Tribal Healing to Wellness Courts (SAMHSA Treatment Drug Courts TI-18-008) is being continued.

1a) This award reflects acceptance of the attestation letter signed and dated 02/03/2021 by the Authorized Representative of the Organization, that there are no budget changes above 25% of the total previous budget period in response to the continuation application request.

1b) This award reflects approval of the attestation letter submitted 01/19/2021 as satisfaction to the term Attestation Letter for Yr. 3.

1c) This award reflects approval of the Yr. 2 Annual Programmatic Progress Report submitted 12/31/2020.

2. Key Staff

Vanessa Helm, Project Director @50% level of effort

Organizations receiving Federal Funds may not exceed 100% level of effort for any program staff member (Key Staff or otherwise) across all federally funded sources.

Any changes to 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 and must be submitted as a post-award amendment in eRA Commons.

For additional information on how to submit a post-award amendment, please visit the SAMHSA website: <https://www.samhsa.gov/grants/grants-management/post-award-changes>. Any technical questions regarding the submission process should be directed to the eRA Service Desk: <http://grants.nih.gov/support/>.

3. All responses to award terms and conditions and post award amendment requests must be submitted as .pdf documents in eRA Commons. For more information on how to respond to tracked terms and conditions or how to submit a post award amendment request please refer to <https://www.samhsa.gov/grants/grants-training-materials> under heading Grant Management Reference Materials for Grantees.

4. Recipients are expected to plan their work and 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.

STANDARD TERMS AND CONDITIONS

Annual Federal Financial Report (FFR or SF-425)

All financial reporting for recipients of Health and Human Services (HHS) grants and cooperative agreements will be consolidated through a single point of entry, which has been identified as the Payment Management System (PMS). The Federal Financial Report (FFR or SF-425) initiative ensures all financial data is reported consistently through one source; shares reconciled financial data to the HHS grants management systems; assists with the timely financial monitoring and grant closeout; and reduces expired award payments.

The FFR is required on an annual basis no later than 90 days after the end of each Budget Period and 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>.

SAMHSA reserves the right to request more frequent submissions of FFRs. If so, the additional submission dates will be shown below.

Your organization is required to submit an FFRs for this grant funding:

- **By December 31, 2022**, submit the Federal Financial Report (FFR) (SF-425) FFR, spanning 09/30/2021 - 09/29/2022.

Effective January 1, 2021, recipients can connect seamlessly from the **eRA Commons FFR Module to PMS** by clicking the “**Manage FFR**” button on the “**Search for Federal Financial Report (FFR)**” page.

- Recipients who do not have access to PMS may use the following instructions on how to update user permission: <https://pms.psc.gov/grant-recipients/access-newuser.html>.
- Recipients who currently have access to PMS and are submitting or certifying the FFR on behalf of their organization, should login to PMS and update their permissions to request access to the FFR Module using the following instructions: <https://pms.psc.gov/grant-recipients/access-changes.html>.
 - Instructions on how to submit a FFR via PMS are available at <https://pmsapp.psc.gov/pms/app/help/ffr/ffr-grantee-instructions.html> (**Must be**

logged into PMS to access link)

If you have questions about how to set up a PMS account for your organization, please contact the PMS Help Desk at PMSSupport@psc.hhs.gov or 1-877-614-5533.

Note: Recipients will use PMS to report all financial expenditures, as well as to drawdown funds; SAMHSA recipients will continue to use the eRA Commons for all other grant-related matters including submitting progress reports, requesting post-award amendments, and accessing grant documents such as the Notice of Award.

Annual Programmatic Progress Report

By **December 31, 2022**, submit via eRA Commons.

The Programmatic Report is required on an annual basis and must be submitted as a .pdf to the View Terms Tracking Details page in the eRA Commons System no later than 90 days after the end of each 12-month budget period.

The Annual Programmatic Report must, at a minimum, include the following information:

- Data and progress for performance measures as reflected in your application regarding goals and evaluation activities.
- A summary of key program accomplishments to-date.
- Description of the changes, if any, that were made to the project that differ from the application for this incremental period.
- Description of any difficulties and/or problems encountered in achieving planned goals and objectives including barriers to accomplishing program objectives, and actions to overcome barriers or difficulties.

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.

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

For more information on how to respond to tracked terms and conditions please refer to <https://www.samhsa.gov/grants/grants-training-materials> under heading **How to Respond to Terms and Conditions**.

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

Standard Terms for Awards

Your organization must comply with the Standard Terms and Conditions for the Fiscal Year in which your grant was awarded. The Fiscal Year for your award is identified on Page 2 of your Notice of Award. SAMHSA's Terms and Conditions Webpage is located at: <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>.

Consistent Treatment of Costs.

Recipients must treat costs consistently across all federal and non-federal grants, projects and cost centers. Recipients may not direct-charge federal grants for costs typically considered indirect in nature, unless done consistently. If part of the indirect cost rate, then it may not also be charged as a direct cost. *Examples of indirect costs include (administrative salaries, rent, accounting fees, utilities, office supplies, etc.).* If typical indirect cost categories are included in

the budget as direct costs, it is SAMHSA's understanding that your organization has developed a cost accounting system adequate to justify the direct charges and to avoid an unfair allocation of these costs to the federal government. Also, note that all awards are subject to later review in accordance with the requirements of 45 CFR 75.364, 45 CFR 75.371, 45 CFR 75.386 and 45 CFR Part 75, Subpart F, *Audit Requirements*.

Compliance with Award 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:

Arnold Crozier, Program Official

Phone: (240) 276-2909 **Email:** Arnold.Crozier@samhsa.hhs.gov

Linda Chen, Grants Specialist

Phone: 240-276-0737 **Email:** linda.chen@samhsa.hhs.gov