

1. DATE ISSUED MM/DD/YYYY 08/20/2020

1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded

2. CFDA NO. 93.933 - Demonstration Projects for Indian Health

3. ASSISTANCE TYPE Cooperative Agreement

4. GRANT NO. BH18IHS0001-04-00 Formerly

5. TYPE OF AWARD Other

4a. FAIN BH18IHS0001

5a. ACTION TYPE Non-Competing Continuation

6. PROJECT PERIOD MM/DD/YYYY From 09/30/2017 Through 09/29/2022

7. BUDGET PERIOD MM/DD/YYYY From 09/30/2020 Through 09/29/2021

8. TITLE OF PROJECT (OR PROGRAM) Gallup Social Detox and Expanded Shelter and Treatment Services.

Department of Health and Human Services  
Indian Health Service  
IHS Office of Grants Management

5600 Fishers Lane  
Rockville, MD 20857

**NOTICE OF AWARD**

AUTHORIZATION (Legislation/Regulations)  
Snyder Act, 25 U.S.C. 13, and 25 U.S.C. 1602(a) (b) (9) (11) (12); 25 U.S.C. 1621h (m) of the IHCIA

9a. GRANTEE NAME AND ADDRESS  
Gallup, City Of  
110 W Aztec Ave  
City Manager  
Gallup, NM 87301-6202

9b. GRANTEE PROJECT DIRECTOR  
Ms. Debra Martinez  
110 W Aztec Ave  
Gallup, NM 87301-6202  
Phone: (505) 726-2604

10a. GRANTEE AUTHORIZING OFFICIAL  
Ms. Maryanne Ustick  
110 West Aztec Avenue  
Gallup, NM 87301-6202  
Phone: 505-863-1222

10b. FEDERAL PROJECT OFFICER  
JB Kinlacheeny  
801 Thompson Ave Ste 400  
Rockville, MD 20852-1627  
Phone: 301-443-0104

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from item 11m) 1,500,000.00	
II Total project costs including grant funds and all other financial participation		b. Less Unobligated Balance From Prior Budget Periods 0.00	
a. Salaries and Wages	69,800.00	c. Less Cumulative Prior Award(s) This Budget Period 0.00	
b. Fringe Benefits	27,800.00	d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION 1,500,000.00	
c. Total Personnel Costs	97,600.00	13. Total Federal Funds Awarded to Date for Project Period 6,000,000.00	
d. Equipment	0.00	14. RECOMMENDED FUTURE SUPPORT	
e. Supplies	10,300.00	(Subject to the availability of funds and satisfactory progress of the project):	
f. Travel	10,000.00	YEAR	TOTAL DIRECT COSTS
g. Construction	0.00	a. 5	d. 8
h. Other	0.00	b. 6	e. 9
i. Contractual	1,382,100.00	c. 7	f. 10
j. TOTAL DIRECT COSTS	1,500,000.00	15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
k. INDIRECT COSTS	0.00	a. DEDUCTION	
l. TOTAL APPROVED BUDGET	1,500,000.00	b. ADDITIONAL COSTS	
m. Federal Share	1,500,000.00	c. MATCHING	
n. Non-Federal Share	0.00	d. OTHER RESEARCH (Add / Deduct Option)	
		e. OTHER (See REMARKS)	
		16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
		a. The grant program legislation	
		b. The grant program regulations.	
		c. This award notice including terms and conditions, if any, noted below under REMARKS.	
		d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.	
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.	

REMARKS (Other Terms and Conditions Attached -  Yes  No)

This Notice of Award approves funding for the current budget period covering September 30, 2020 to September 29, 2021.

GRANTS MANAGEMENT OFFICIAL:

Denise Clark, Grants Management Officer  
5600 Fishers Lane, Mailstop 09E70  
Rockville, MD 20857  
Phone: 301-443-2215

17. OBJ CLASS	41.51	18a. VENDOR CODE	1856000132A3	18b. EIN	856000132	19. DUNS	075760959	20. CONG. DIST.	03
FY-ACCOUNT NO.		DOCUMENT NO.		ADMINISTRATIVE CODE		AMT ACTION FIN ASST		APPROPRIATION	
21. a.	0-J942704	b.	BH18IHS0001B	c.	IHSOPARD	d.	\$1,500,000.00	e.	75 20/21 0390
22. a.		b.		c.		d.		e.	
23. a.		b.		c.		d.		e.	

# AWARD ATTACHMENTS

Gallup, City Of

BH18IHS0001-04-00

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1. Terms and Conditions

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**STANDARD GRANT CONDITIONS**

- IHS Program Official:** Assigned with responsibility for scientific, technical and programmatic questions from the grantee is: Ms. Audrey Solimon, Public Health Analyst, IHS Division of Behavioral Health; 5600 Fishers Lane, Mail Stop: 08N34-A, Rockville, MD 28057. Telephone: (301) 590-5421; FAX: (301) 594-6213. Email: [Audrey.Solimon@ihs.gov](mailto:Audrey.Solimon@ihs.gov).
- IHS Grants Management Specialist:** Assigned by the DGM with responsibility for business/grants administration (non-programmatic areas) of grants administration question from the grantee is: Mr. Willis K. Grant, IHS; 5600 Fisher Lane, Mail Stop 09E70, Rockville MD 20857. Telephone (301) 443-2214. Email [Willis.Grant@ihs.gov](mailto:Willis.Grant@ihs.gov).
- Reporting Requirements, Due Dates, and Format Information:** Both Progress Report and Federal Financial Report (FFR) must be submitted through the Grant Notes into the GrantSolutions (GS) with indication of covered period in the subject line field.

Noncompeting continuation applications are due 120 days prior to the budget period end date listed on the Notice of Award. If applicable, the noncompeting application kit will be available in the GrantSolutions System no fewer than 150 days before the application due date.

If the application receipt date/due date falls on a weekend or Federal holiday, then the due date defaults to the following business day. Completed applications must be submitted via the GrantSolutions System.

Late submission, or failure to submit, will constitute material noncompliance, will jeopardize continued funding, and may subject grants to enforcement actions as indicated in 45 CFR 75.371 through .375 and the HHS Grants Policy Statement (II-88).

<u>Fiscal &amp; Programmatic Reports</u>	<u>Period Covering</u>	<u>Due Date</u>
Program Progress Report	09/30/20 - 09/29/21	Annually
Federal Financial Report (FFR) (SF-425)	09/30/20 - 09/29/21	Quarterly
Audit Report	09/30/20 - 09/29/21	Annually

**The annual Program Progress Report will depend upon the specific PARD Purpose Area you have selected and will determine the data elements to report. (See programmatic terms and conditions attached below).**

The Federal Financial Report (FFR) (SF-425) is a single page form that grant recipients must use to report all expenditures and cash transactions. The fiscal officer of the grantee organization shall submit one (1) complete copy of the grantee organization's FFR to the Division of Payment Management (DPM). Reporting periods are to coincide with calendar quarters (ending in March, June, September, and December, as applicable). Quarterly reports are due within 30 days following the end of the quarter. A final expenditure report is due within 90 days after the end of the project period. The final FFR report should be submitted online via [Grantsolutions.gov](http://Grantsolutions.gov) as an attachment to the grant notes *unless special conditions outlined in the Notice of Award state otherwise*. Please contact DPM for questions at 877-614-5533 or [www.dpm.psc.gov](http://www.dpm.psc.gov)

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The Audit Report must be submitted online by the grantee organization. One (1) complete copy of the grantee organization's audit report as required by the Single Audit Act and implemented in accordance with OMS Circular A-133 *within nine months after the end of the grantee's audit period.* (See attached Audit requirement)

4. **HHS Grants Policy Statement, Revised, January 2007:** Read the following carefully: (1) fraud, waste, and abuse (toll free number 800-424-5454), page I-7; (2) lobbying, page I-15 the awardee must comply with relevant Office of Management and Budget Circular provisions regarding lobbying, any applicable lobbying restrictions provided under other law, and any applicable restriction on the use of appropriated funds for lobbying activities; (3) costs, pages II-30 to II-44; (4) management systems and procedures, page II-61; (5) re-budgeting/prior approval, pages II-50 to II-57; and (6) publications, page II-73. **The entire GPS is considered as part of the Terms and Conditions.**

5. **Code of Federal Regulations:**

This grant is subject to the requirements as set forth in the Uniformed Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 45 CFR Part 75 for all awards issued after December 26, 2014.

6. **OMB Cost Principles:**

45 CFR Part 75, Subpart E Cost Principles, and 45 CFR Part 75 Subpart F Audit Requirements for HHS Awards for all awards after December 26, 2014.

Please click on the link to access the appropriate cost principles: <http://www.whitehouse.gov/omb/circulars/>

When issuing statements, press releases, requests for proposals, bid solicitation, and documents describing this project, clearly state: (1) the percentage of the total cost of the project financed with Federal money, (2) the dollar amount of Federal Funds for the project, and (3) the percentage and dollar amount of the total costs of the project that is financed by nongovernmental sources.

This grant is subject to the regulatory requirements of Equal Treatment for Faith-Based Organizations as outlined in 45 CFR Part 75.

Debarment and Suspension as well as Drug Free Workplace are now standard terms and conditions of the award. These requirements no longer require separate certifications; however, by signing the application (either electronic signature credentials or face page of the SF-424A) the applicant certifies they are meeting the requirements of 45 CFR Part 78 (Debarment and Suspension) and (Drug-Free Workplace).

7. **Modular Units:**

In accordance with the HHS Grants Policy Statement, II-43, all modular units purchased under this grant are considered equipment and the intended use of the unit must be temporary. Any modular units that are charged to the grant may not be designated as real property. Real property denotes that the modular unit is designed to be installed permanently at a given location. Real property is an unallowable charge to the grant unless authorizing legislation permits construction costs.

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**8. HOTLINE INFORMATION:**

The HHS Inspector General maintains a toll-free hotline to receive information concerning fraud, waste and abuse under grants/cooperative agreements. Such reports are kept confidential and callers may decline to give their names if they choose to remain anonymous. Write or call: Office of the Inspector General, TIPS HOTLINE, P.O. Box 23489, Washington, D.C. 20006, Telephone 1-800-447-8477 (1-800-HHS-TIPS).

As an IHS grantee, by drawing down grant funds awarded, you are agreeing to comply with all HHS Policies and regulations.

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, 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 awarding agency and to the HHS OIG at the following addresses:

Indian Health Service  
Office of Management Service (OMS)  
Division of Grants Management (DGM)  
5600 Fishers Lane, Mailstop 09E70  
Rockville, MD 20857  
Email: <https://www.ihs.gov/dgm/policy>  
(Include "Mandatory Grant Disclosures" in subject line)

**AND**

U.S. Department of Health and Human Services  
Office of 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](mailto:MandatoryGranteeDisclosures@oig.hhs.gov)

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 & 376 and 31 U.S.C.

**9. GRANT PAYMENT INFORMATION:**

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is administered by the Program Support Center, Financial Management Service, and Division of Payment Management, which will forward instructions for obtaining payments.

Once an award is made, the funds are posted in recipient accounts established in the Payment Management System (PMS). Grantees may then access their funds by using the SMARTLINK funds request process.

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The SMARTLINK funds request process enables grantees to request funds using a Personal Computer with an internet connection. The funds are then delivered to the recipient via Electronic Funds Transfer (EFT). Inquiries regarding payment should be directed to:

Ms. Josiane Yewawa  
 Accountant, Grants Finance and Administration Services  
 Program Support Center  
 U.S Department of Health and Human Services  
 7700 Wisconsin Ave., Suite 10320D  
 Bethesda, MD 20857  
 Email: [Josiane.Yewawa@psc.hhs.gov](mailto:Josiane.Yewawa@psc.hhs.gov)  
 Office: (301)492-4074  
 Fax: (301) 492-5037  
<http://www.pms.psc.gov>  
<http://www.pms.psc.gov/find-pms-liason-accountant.html>

**10. FFATA Subaward and Executive Compensation Reporting Requirements Discretionary Awards:**

The October 1, 2010 Division of Grants, Action Transmittal 2011-01: Guidance Regarding the Federal Financial Accountability and Transparency Act (FFATA) Subaward and Executive Compensation Reporting Requirement is rescinded. The scope of discretionary grants that must meet the FFATA subaward and executive compensation reporting requirements are (1) New discretionary competitive awards made on or after **October 1, 2010** and all subsequent awards, (2) Single source grants awarded as new made on or after **October 1, 2010** and all subsequent awards. At this time, the FFATA subaward and executive compensation reporting requirements do not apply to the following types of discretionary awards: (1) Non-competing continuation awards\*; (2) Competitive renewal awards; (3) Program expansion supplements; or, (4) Any other type of discretionary award that is not classified as “new” outlined in the Grants Program Manual.

The FSRS two basic business rules/reporting requirements are: (1) The project period start date of October 1, 2010 (or after); and, (2) The \$25,000 subaward obligation dollar threshold is met for that specific reporting period. Therefore, all new (discretionary) awards issued on or after October 1, 2010 that are now continuation awards (where the project period is made up of more than one budget period) are subject to reporting requirements and will be flagged as such in the FSRS using the aforementioned business rules. If this award does not meet the above reporting requirements, this award action is not subject to the FFATA Subaward and Executive Compensation Reporting Requirements. If this award does meet the above reporting requirements, please visit the IHS Division of Grants Management website at: <https://www.ihs.gov/dgm/policytopics/> for additional information on the full text regarding all requirements on the FFATA Subaward and Executive Compensation Reporting.

**11. Audit Requirements:**

*Audit required.* All grants awarded after December 26, 2014 are subject to the following audit requirements: A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part. *Single*

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*audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with 45 CFR §75.501.

Yearly submission of the audit(s) described above is a requirement of this award. A delinquent audit will subject the grantee to remedies for non-compliance in accordance with 45 CFR §75.371.

### Programmatic Terms and Conditions

#### **Cooperative Agreement**

Cooperative agreements awarded by the Department of Health and Human Services (HHS) are administered under the same policies as a grant. However, the funding agency (IHS) is required to have substantial programmatic involvement in the project during the entire award segment. Below is a detailed description of the level of involvement required for both IHS and the grantee. IHS will be responsible for activities listed under section A and the grantee will be responsible for activities listed under section B as stated:

#### **Substantial Involvement Description for Cooperative Agreement**

##### **A. IHS Programmatic Involvement**

- 1) Participate in community-level meetings with key stakeholders that address a strategy to combat the issue of alcohol use disorders and subsequent alcohol-related deaths.
- 2) Provide quarterly site visits for technical assistance on increasing the clinical capacity of services offered between the grantee and IHS programs, where available.
- 3) Provide subject matter expertise on policies, procedures, guidelines, and other services provided by the grantee.
- 4) Provide medical services as appropriate for individuals requiring a higher level of care, or medical clearance.

##### **B. Grantee Cooperative Agreement Award Activities**

- 1) Provide quarterly reports to the IHS program officer on the number of individuals served, number of individuals referred to treatment services, number of individuals who access services more than once, number of individuals who access safe housing options.
- 2) Provide semi-annual reports on successes and challenges, in addition to the data included in quarterly reports.
- 3) Host quarterly site visits for IHS officials to discuss progress, partnerships, and clinical capacity, challenges, and opportunities for improvement.
- 4) Provide hot meals, showers, hygiene kits, and other activities of daily living that are necessary for individuals in detoxification and treatment services.

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- 5) Ensure coordination with cultural services and traditional healers to provide services while individuals are participating in services.
- 6) Provide transportation to and from medical appointments or for medical clearance and ensure that medication management is offered while individuals are participating in services.
- 7) Must use 100 percent of IHS grant funds for services provided to Indians.

**Quarterly Service Reports**

Provide quarterly service reports to GrantSolutions, within 30 days after the end of each quarter of the project period. The quarterly service reports will include the number of individuals served, number of individuals referred to treatment services, number of individuals who access services more than once, number of individuals who access safe housing options.

**Semi-Annual Progress Reports**

Program progress reports are required semi-annually, within 30 days after the budget period ends. These reports must include a brief comparison of actual accomplishments to the goals established for the period, a summary of progress to date or, if applicable, provide sound justification for the lack of progress, and other pertinent information as required, including but not limited to the data outlined in the program evaluation plan.

**Program Evaluation**

The awardee will be required to complete an evaluation of the program activities to include successes, challenges, outputs, and outcomes, based on the requirements of the program award.

**Special Terms**

Due to the amount of carryover funds, Year Two has been funded through a restricted award. The awardee will have 30 days to respond with an obligated budget for Year One carryover funds, updated milestones, and updated reporting requirements for all available funds in Year Two (Year One carryover and Year Two funds). Once the budget, milestones, and reporting requirements are approved by the IHS Program Official, the Year Two award will be amended to include approved changes. Should the awardee not comply with these requirements or meet amended budget, milestones, and reporting requirements in Year Two, future funding may be impacted.

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