



Interoffice Memorandum

July 11, 2022

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

THRU: Carla Bell Johnson, AICP, Deputy County Administrator *CBJ*
County Administrator's Office

FROM: Donna Wyche, MS, CAP, Manager *DW*
Mental Health and Homelessness Division
Contact: (407) 836-7608

SUBJECT: Consent Agenda Item – July 26, 2022
Department of Health and Human Services - Health Resource and Services Administration (HRSA) Community Project Funding/Congressionally Directed Spending – Non-Construction, Grant Award – 1GE1HS45839-01-00

In May 2022, the Mental Health and Homelessness Division, with the Grants Oversight Committee's approval, submitted an application for the Congressionally Directed Spending: Non-Construction Grant. This project is supported by Representative Stephanie Murphy. The grant will allow for expansion of the early childhood Breakthrough Project, an initiative of the Youth Mental Health Commission. The Breakthrough Project currently serves youth ages 9-17 with behavioral health concerns. This grant allows an expansion of evidence-based practices to focus on children from birth to age eight in Orange County and will allow training and certification of an additional 28 community clinicians in Parent-Child Interaction Therapy. Expansion of early childhood evidence-based practices is a recommendation in the Orange County Mental and Behavioral Health System of Care Community Analysis as well as the Youth Mental Health Commission. A contract to program these funds will be brought to the Board following acceptance of this grant award.

The Health Resources and Services Administration notified Orange County of a full grant award on June 8, 2022. This is a \$300,000 grant for a one-year project period beginning on July 1, 2022. This grant does not require a matching contribution.

ACTION REQUESTED: Acceptance of the Department of Health and Human Services Health Resources and Services Administration - Community Project Funding/Congressionally Directed Spending – Non-Construction Award Number 1GE1HS45839-01-00 in the amount of \$300,000 for a one-year period beginning on July 1, 2022. There is no match required.

DW/as:

Attachment

c: Byron W. Brooks, AICP, County Administrator



Recipient Information

- 1. Recipient Name**
Orange, County of
201 S Rosalind Ave
Orlando, FL 32801-3527
- 2. Congressional District of Recipient**
07
- 3. Payment System Identifier (ID)**
1596000773A5
- 4. Employer Identification Number (EIN)**
596000773
- 5. Data Universal Numbering System (DUNS)**
064797251
- 6. Recipient's Unique Entity Identifier**
ZAMZMX9ZHCM9
- 7. Project Director or Principal Investigator**
Donna Wyche
Manager (Project Director)
donna.wyche@ocfl.net
(407)836-7608
- 8. Authorized Official**
Byron W Brooks
County Administrator
OMBGrantsInfo@ocfl.net
(407)836-7390

Federal Agency Information

- 9. Awarding Agency Contact Information**
Anthony Ayuninjam
Grants Management Specialist
Office of Federal Assistance Management (OFAM)
Division of Grants Management Office (DGMO)
aayuninjam@hrsa.gov
(301) 945-5821
- 10. Program Official Contact Information**
Vanessa Arriola
Healthcare Systems Bureau (HSB)
varriola@hrsa.gov
(301) 945-4564

Federal Award Information

- 11. Award Number**
1 GE1HS45830-01-00
- 12. Unique Federal Award Identification Number (FAIN)**
GE145830
- 13. Statutory Authority**
Consolidated Appropriations Act, 2022, (PL 117-103)
- 14. Federal Award Project Title**
Community Project Funding/Congressionally Directed Spending - Non-Construction
- 15. Assistance Listing Number**
93.493
- 16. Assistance Listing Program Title**
Congressional Directives
- 17. Award Action Type**
New
- 18. Is the Award R&D?**
No

Summary Federal Award Financial Information

19. Budget Period Start Date 07/01/2022 - End Date 06/30/2023	
20. Total Amount of Federal Funds Obligated by this Action	\$300,000.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	
21. Authorized Carryover	\$0.00
22. Offset	\$0.00
23. Total Amount of Federal Funds Obligated this budget period	\$300,000.00
24. Total Approved Cost Sharing or Matching, where applicable	\$0.00
25. Total Federal and Non-Federal Approved this Budget Period	\$300,000.00
26. Project Period Start Date 07/01/2022 - End Date 06/30/2023	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	\$300,000.00

- 28. Authorized Treatment of Program Income**
Addition
- 29. Grants Management Officer – Signature**
Tammy Ponton on 06/08/2022

30. Remarks

Donna Wyche the Project Director will be donating 15% of time and effort towards the goals and objectives of the project.



Notice of Award
Award Number: 1 GE1HS45830-01-00
Federal Award Date: 06/08/2022

Healthcare Systems Bureau (HSB)

<p>31. APPROVED BUDGET: (Excludes Direct Assistance)</p> <p><input checked="" type="checkbox"/> Grant Funds Only</p> <p><input type="checkbox"/> Total project costs including grant funds and all other financial participation</p> <table style="width:100%; border-collapse: collapse;"> <tr><td>a. Salaries and Wages:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>b. Fringe Benefits:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c. Total Personnel Costs:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d. Consultant Costs:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>e. Equipment:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>f. Supplies:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>g. Travel:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>h. Construction/Alteration and Renovation:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>i. Other:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>j. Consortium/Contractual Costs:</td><td style="text-align: right;">\$294,000.00</td></tr> <tr><td>k. Trainee Related Expenses:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>l. Trainee Stipends:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>m. Trainee Tuition and Fees:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>n. Trainee Travel:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>o. TOTAL DIRECT COSTS:</td><td style="text-align: right;">\$294,000.00</td></tr> <tr><td>p. INDIRECT COSTS (Rate: % of S&W/TADC):</td><td style="text-align: right;">\$6,000.00</td></tr> <tr><td>q. TOTAL APPROVED BUDGET:</td><td style="text-align: right;">\$300,000.00</td></tr> <tr><td> i. Less Non-Federal Share:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td> ii. Federal Share:</td><td style="text-align: right;">\$300,000.00</td></tr> </table> <p>32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:</p> <table style="width:100%; border-collapse: collapse;"> <tr><td>a. Authorized Financial Assistance This Period</td><td style="text-align: right;">\$300,000.00</td></tr> <tr><td>b. Less Unobligated Balance from Prior Budget Periods</td><td></td></tr> <tr><td> i. Additional Authority</td><td style="text-align: right;">\$0.00</td></tr> <tr><td> ii. Offset</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c. Unawarded Balance of Current Year's Funds</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d. Less Cumulative Prior Award(s) This Budget Period</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</td><td style="text-align: right;">\$300,000.00</td></tr> </table>	a. Salaries and Wages:	\$0.00	b. Fringe Benefits:	\$0.00	c. Total Personnel Costs:	\$0.00	d. Consultant Costs:	\$0.00	e. Equipment:	\$0.00	f. Supplies:	\$0.00	g. Travel:	\$0.00	h. Construction/Alteration and Renovation:	\$0.00	i. Other:	\$0.00	j. Consortium/Contractual Costs:	\$294,000.00	k. Trainee Related Expenses:	\$0.00	l. Trainee Stipends:	\$0.00	m. Trainee Tuition and Fees:	\$0.00	n. Trainee Travel:	\$0.00	o. TOTAL DIRECT COSTS:	\$294,000.00	p. INDIRECT COSTS (Rate: % of S&W/TADC):	\$6,000.00	q. TOTAL APPROVED BUDGET:	\$300,000.00	i. Less Non-Federal Share:	\$0.00	ii. Federal Share:	\$300,000.00	a. Authorized Financial Assistance This Period	\$300,000.00	b. Less Unobligated Balance from Prior Budget Periods		i. Additional Authority	\$0.00	ii. Offset	\$0.00	c. Unawarded Balance of Current Year's Funds	\$0.00	d. Less Cumulative Prior Award(s) This Budget Period	\$0.00	e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$300,000.00	<p>33. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)</p> <table style="width:100%; border-collapse: collapse; background-color: #f2f2f2;"> <thead> <tr> <th style="text-align: center;">YEAR</th> <th style="text-align: center;">TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table> <p>34. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)</p> <table style="width:100%; border-collapse: collapse;"> <tr><td>a. Amount of Direct Assistance</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>b. Less Unawarded Balance of Current Year's Funds</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c. Less Cumulative Prior Award(s) This Budget Period</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION</td><td style="text-align: right;">\$0.00</td></tr> </table> <p>35. FORMER GRANT NUMBER</p> <p>36. OBJECT CLASS 41.51</p> <p>37. BHCNIS#</p>	YEAR	TOTAL COSTS	Not applicable		a. Amount of Direct Assistance	\$0.00	b. Less Unawarded Balance of Current Year's Funds	\$0.00	c. Less Cumulative Prior Award(s) This Budget Period	\$0.00	d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	\$0.00
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<p>38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:</p> <p>a. The program authorizing statute and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.</p>																																																																	
<p>39. ACCOUNTING CLASSIFICATION CODES</p> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #f2f2f2;"> <th style="text-align: left;">FY-CAN</th> <th style="text-align: left;">CFDA</th> <th style="text-align: left;">DOCUMENT NUMBER</th> <th style="text-align: left;">AMT. FIN. ASST.</th> <th style="text-align: left;">AMT. DIR. ASST.</th> <th style="text-align: left;">SUB PROGRAM CODE</th> <th style="text-align: left;">SUB ACCOUNT CODE</th> </tr> </thead> <tbody> <tr> <td>22 - 370NCON</td> <td>93.493</td> <td>22GE1HS45830</td> <td>\$300,000.00</td> <td>\$0.00</td> <td>N/A</td> <td>22GE1HS45830</td> </tr> </tbody> </table>		FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE	22 - 370NCON	93.493	22GE1HS45830	\$300,000.00	\$0.00	N/A	22GE1HS45830																																																		
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HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Condition(s)

1. Due Date: Within 60 Days of Budget Start Date

Within 60 days of Project Period Start Date, award recipient must submit a Letters of Agreement, Memoranda of Understanding and/or Description(s) of Proposed/Existing Contracts (Attachment #3) per the Notice of Funding Opportunity.

Grant Specific Term(s)

- 45 CFR Part 75 applies to all federal funds associated with the award. Part 75 has been effective since December 26, 2014. All references to prior OMB Circulars for the administrative and audit requirements and the cost principles that govern Federal monies associated with this award are superseded by the Uniform Guidance 2 CFR Part 200 as codified by HHS at 45 CFR Part 75.
- As required by the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109–282), as amended by section 6202 of Public Law 110–252, recipients must report information for each subaward of \$30,000 or more in Federal funds and executive total compensation, as outlined in Appendix A to 2 CFR Part 170. You are required to submit this information to the FFATA Subaward Reporting System (FSRS) at <https://www.fsrs.gov/> by the end of the month following the month in which you awarded any subaward. The FFATA reporting requirements apply for the duration of the project period and so include all subsequent award actions to aforementioned HRSA grants and cooperative agreement awards (e.g., Type 2 (competing continuation), Type 5 (non-competing continuation), etc.). Subawards to individuals are exempt from these requirements. For more information, visit: <https://www.hrsa.gov/grants/ffata.html>.
- Pre-award costs may be considered for funding as long as they are included in the application, are allowable costs and were not incurred more than 90 days prior to the award start date. You will need to submit a prior approval request to HRSA for review for any costs incurred more than 90 days prior to the award start date.
- All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EHBs) and approved by HRSA prior to implementation. Grantees under "Expanded Authority," as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See "Prior-Approval Requirements" in the DHHS Grants Policy Statement: <http://www.hrsa.gov/grants/hhsgrantspolicy.pdf>
- The award recipient will submit a semi-annual Progress Report for the approved project(s) into the HRSA Electronic Handbook (EHB) every six months until the project is completed. Additional instructions regarding submission requirements will be provided at a later date.
- The funds for this award are in a sub-account in the Payment Management System (PMS). This type of account allows recipients to specifically identify the individual grant for which they are drawing funds and will assist HRSA in monitoring the award. Access to the PMS account number is provided to individuals at the organization who have permissions established within PMS. The PMS sub-account code can be found on the HRSA specific section of the NoA (Accounting Classification Codes). Both the PMS account number and sub-account code are needed when requesting grant funds. **Please note that for new and competing continuation awards issued after 10/1/2020, the sub-account code will be the document number.**
You may use your existing PMS username and password to check your organizations' account access. If you do not have access, complete a PMS Access Form (PMS/FFR Form) found at: <https://pmsapp.psc.gov/pms/app/userrequest>. If you have any questions about accessing PMS, contact the PMS Liaison Accountant as identified at:
<http://pms.psc.gov/find-pms-liaison-accountant.html>

Program Specific Term(s)

- This Notice of Award (NoA) is issued to inform your organization of the awarding of Congressionally Directed Spending (CDS): Non-Construction Projects (HRSA-22-135) funding. This funding is authorized by the FY 2022 Consolidated Appropriations Act (P.L. 117-103) for

- congressionally directed spending projects that relate to supporting health related activities, including training and information technology.
2. Equipment includes all moveable equipment that has a useful life of more than one year and a per-unit acquisition cost of \$5,000 or more, including information technology systems. Moveable equipment can be readily shifted from place to place without requiring a change in the utilities or structural characteristics of the space. Any equipment purchased with your CDS award must be procured, maintained, tracked, and disposed of in accordance with 45 CFR part 75.
 3. The award recipient may acquire a variety of commercially available goods or services in connection with a grant-supported project or program. Award recipients may use their own procurement procedures that reflect applicable state and local laws and regulations, as long as those procedures conform to the following applicable U.S. Department of Health and Human Services (HHS) regulations: HHS regulations at 45 Code of Federal Regulations (CFR) 75 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR HHS AWARDS. States must follow the requirements at Title 45 CFR 75. Generally, States must follow the same policies and procedures they use for procurements from non-Federal funds. Local and Tribal governments must follow the requirements at 45 CFR 75.
 4. All program income generated as a result of awarded funds must be used for approved project-related activities. Any program income earned by the recipient must be used under the addition/additive alternative. Additional requirements can be found at 45 CFR § 75.307.

Standard Term(s)

1. Your organization is required to have the necessary policies, procedures, and financial controls in place to ensure that your organization complies with all legal requirements and restrictions applicable to the receipt of federal funding, per HRSA Standard Terms (unless otherwise specified on your Notice of Award), and Legislative Mandates. The effectiveness of these policies, procedures, and controls is subject to audit.

Reporting Requirement(s)

1. **Due Date: Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 90 days after end of reporting period.**

The recipient must submit an annual Federal Financial Report (FFR). The report should reflect cumulative reporting within the project period of the document number. **Effective October 1, 2020, all FFRs will be submitted through the Payment Management System (PMS).** Technical questions regarding the FFR, including system access should be directed to the PMS Help Desk by submitting a ticket through the self-service web portal (PMS Self-Service Web Portal), or calling 877-614-5533.

The FFR will be due 90, 120, or 150 days after the budget period end date. Please refer to the chart below for the specific due date for your FFR.

- Budget Period ends August – October: FFR due January 30
- Budget Period ends November – January: FFR due April 30
- Budget Period ends February – April: FFR due July 30
- Budget Period ends May – July: FFR due October 30

2. **Due Date: Within 90 Days of Project End Date**

Within 90 days of project completion, the award recipient must submit into HRSA's Electronic Handbook a final project overview, as well as a description of project objectives and accomplishments for the completed project.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

Contacts

NoA Email Address(es):

Name	Role	Email
Donna Wyche	Business Official, Point of Contact	donna.wyche@ocf.net
Byron W Brooks	Authorizing Official	ombgrantsinfo@ocf.net
Donna Wyche	Program Director	donna.wyche@ocf.net

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (<https://pms.psc.gov/>).