COOPERATIVE AGREEMENTS **Issue Date:** 03/19/2014
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL CENTER FOR CHRONIC DISEASE PREV AND HEALTH PROMO

Grant Number: 5U58DP003924-02 REVISED

Principal Investigator(s):
Belinda Heimericks

Project Title: MO PROGRAMS FUNDED THROUGH: COMPREHENSIVE CANCER, CANCER REGISTRY

DIRECTOR, DIVISION OF ADMINISTRA
MISSOURI DEPARTMENT OF HEALTH &
P.O. BOX 570
920 WILDWOOD DRIVE
JEFFERSON CITY, MO 65102

Award e-mailed to: grants@health.mo.gov

Budget Period: 06/30/2013 – 06/29/2014
Project Period: 06/30/2012 – 06/29/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby revises this award (see “Award Calculation” in Section I and “Terms and Conditions” in Section III) to MISSOURI STATE DEPARTMENT OF HEALTH & SENIOR SERVICES in support of the above referenced project. This award is pursuant to the authority of 301A,311BC,317K2(42USC241A,243BC247BK2) and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

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 the individual(s) referenced in Section IV.

Sincerely yours,

Annie D Harrison-Camacho
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

CDC NGA D | Version: 358 - 09/03/2013 16:57:00 | Generated on: 03/19/2014 19:04 00

SECTION I – AWARD DATA – 5U58DP003924-02 REVISED

Award Calculation (U.S. Dollars)

Salaries and Wages	$552,646
Fringe Benefits	$252,648
Personnel Costs (Subtotal)	$805,294
Supplies	$2,584
Travel Costs	$11,216
Other Costs	$275,347
Consortium/Contractual Cost	$2,949,344
Federal Direct Costs	$4,043,785
Federal F&A Costs	$34,207
Approved Budget	$5,321,612
Federal Share	$4,077,992
Non-Federal Share	$1,243,620
Less Unobligated Balance	$72,797
TOTAL FEDERAL AWARD AMOUNT	$4,005,195

AMOUNT OF THIS ACTION (FEDERAL SHARE) $0

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

03 $4,195,645
04 $4,195,645
05 $4,195,645

Fiscal Information:
CFDA Number: 93.283
EIN: [redacted]
Document Number: UDP003924A

IC	CAN	2013	2014	2015	2016
DP	9213164		$4,195,645	$4,195,645	$4,195,645
DP	921Z1RU	$2,778,059			
DP	9390541	$251,108			
DP	939ZRBL	$976,028			

SUMMARY TOTALS FOR ALL YEARS		
YR	**THIS AWARD**	**CUMULATIVE TOTALS**
2	$4,005,195	$4,005,195
3	$4,195,645	$4,195,645
4	$4,195,645	$4,195,645
5	$4,195,645	$4,195,645

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

CDC Administrative Data:
PCC: N / **OC**: 4151 / **Processed**: CAMACHOA 03/19/2014

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U58DP003924-02 REVISED

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to

hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 5U58DP003924-02 REVISED

This award is based on the application submitted to, and as approved by, CDC 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 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 74 or 45 CFR Part 92 as applicable.
d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

National Center For Chronic Disease Prev And Health Promo (CCDPH)

Treatment of Program Income:
Additional Costs

SECTION IV – DP Special Terms and Conditions – 5U58DP003924-02 REVISED

Funding Opportunity Announcement (FOA) Number: DP12-1205
Award Number: DP003924-02 Revised

REVISED TERMS AND CONDITIONS OF THIS AWARD
Revision #02

NOTE 01: REDIRECTION OF NCCCP FUNDS:

This revised Notice of Award (NOA) is to respond to your letter dated January 29, 2014, in which you requested the redirection of NCCCP funds. Your request was reviewed and approved. Therefore, funds are redirected as requested into the following cost categories:

Salary and Wages: $84,766
Fringe Benefits: $36,220
Travel Costs: $1,300
Other Costs: $75,878
Consortium/Contractual Cost: $27,369
Indirect Costs: $25,165

Attached is a revised spreadsheet which reflects current and previous award revisions.

NOTE 02: Please be advised that the grantee must exercise proper stewardship over Federal funds by ensuring that all cost charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

NOTE 03: All other terms and conditions issued with the original Notice of Award remain in effect throughout the budget period unless changed in writing by the CDC Grants Management Officer.

REVISION #01

NOTE 01: REDIRECTION OF NBCCEPD FUNDS:

This revised Notice of Award (NOA) is to respond to your letter dated December 20, 2013, in which you reqyested the redirect of NBCCEDP funds. Your request was reviewed and approved. Therefore, funds are redirected as follows:

Salary and Wages: $438,310
Fringe Benefits: $202,530
Consultant Services: $0
Equipment: $0
Supplies: $1,723
Travel Costs: $9,916
Other Costs: $198,224
Consortium/Contractual Cost: $1,880,201
Total Direct Costs: $2,730,904

Indirect Costs: $0

Total Cost: $2,730,904

NOTE 02: CARRYOVER OF UNOBLIGATED FUNDS FROM BUDGET YEAR 01

NBCCEDP:
This revised Notice of Award (NOA) authorizes the carryover of unobligated funds from budget year 01 to budget year 02 in the amount of $9,411as requested in your correspondence (undated), and based on the submitted Federal Financial Report (FFR) dated September 25, 2013. Attached is a revised spreadsheet which reflects the specific allocation of funding dollars.

NCCCP:
This revised Notice of Award (NOA) authorizes the carryover of unobligated funds from budget year 01 to budget year 02 in the amount of $48,869 as requested in your correspondence (undated), and based on the submitted Federal Financial Report (FFR) dated September 25, 2013. Attached is a revised spreadsheet which reflects the specific allocation of funding dollars.

NPCR:
This revised Notice of Award (NOA) authorizes the carryover of unobligated funds from budget year 01 to budget year 02 in the amount of $14,517 as requested in your correspondence (undated), and based on the submitted Federal Financial Report (FFR) dated September 25, 2013. Attached is a revised spreadsheet which reflects the specific allocation of funding dollars.

The award amounts reflected above may be subject to reduction if a subsequent, revised FFR reflects an amount less than initially reported.

NOTE 03: Please be advised that the grantee must exercise proper stewardship over Federal funds by ensuring that all cost charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

NOTE 04: All other terms and conditions issued with the original Notice of Award remain in effect throughout the budget period unless changed in writing by the CDC Grants Management Officer.

PLEASE REFERENCE THE GRANT NUMBER ON ALL CORRESPONDENCE.

TERMS AND CONDITIONS OF THIS AWARD

NOTE 1. INCORPORATION: Funding Opportunity Announcement Number CDC-RFA-DP12-1205 entitled "Cancer Prevention and Control Program for State, Territorial and Tribal

Organizations", and the grantee's Interim Progress Report (IPR) dated 03/15/2013, as amended, and the grantee's revised budget dated 06/07/2013 are made a part of this Non-Research Continuation award by reference.

CLARIFICATION: The Statutory Authority of 42 USC 241 42 CFR 52 cited on the first page of this Notice of Award is incorrect. The correct Statutory Authority for this grant under FOA DP12-1205 is: The Public Health Service Act, Sections 307 and 317(k)(1) [42 U.S.C. 242l and 247b(k)(1)], as amended.

NOTE 2. APPROVED FUNDING: Funding in the amount of $4,005,195 is approved for the Year 02 budget period, which is 06/30/2013 through 06/29/2014. All funding for future years will be based on satisfactory programmatic progress and the availability of funds. See attached spreadsheet regarding allocation of funding for each component.

NOTE 3. REVISED BUDGET SPECIAL CONDITION: CDC acknowledges receipt of your pre-award revised budget submission.

NOTE 4. USE OF UNOBLIGATED FUNDS. Not Applicable.

NOTE 5. INDIRECT COSTS: Indirect costs are approved based on the Indirect Cost Rate Agreement dated 02/07/2013 which calculates indirect costs as follows:

Type: Fixed
Rate: 24.90%
Applicable to: All programs

Base: Direct salaries and wages including all Fringe Benefits. The effective dates of this indirect cost rate are from 07/01/2012 to 06/30/2013.

NBCCEDP: Admininstrative Costs in lieu of Indirect Costs in the amount of $153,719 awarded and is included in cost category "Other".

NOTE 6. RENT OR SPACE COSTS: Recipients are responsible for ensuring that all costs included in this proposal to establish billing or final indirect cost rates are allowable in accordance with the requirements of the Federal award(s) to which they apply and 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87), 2 CFR PART 225, "Cost Principles for State, Local, and Tribal Governments; A-21, Cost Principles for Educational Institutions" and 2 CFR 230 "Cost Principles for Non-Profit Organizations". The recipient also has a responsibility to ensure sub-recipients expend funds in compliance with federal laws and regulations. Furthermore, it is the responsibility of the recipient to ensure rent is a legitimate direct cost line item which the recipient has supported in current and/or prior projects and these same costs have been treated as indirect costs that have not been claimed as direct costs. If rent is claimed as direct cost, the recipient must provide a narrative justification which describes their prescribed policy to include the effective date to the assigned Grants Management Specialist noted in Section IV. Staff Contacts.

NOTE 7. MATCHING FUNDS REQUIREMENT: Matching is calculated on the basis of the federal award amount and is comprised of grantee contributions proposed to support anticipated costs of the project during a specific budget period. Grantee must be able to account separately for stewardship of the federal funding and for any required matching; it is subject to monitoring, oversight, and audit. Grantee matching expenditures may not be used to count toward any Maintaining State Funding requirement.

Matching Funds and Unobligated Funds. When a grantee requests to carry over unobligated funds from prior year(s), matching funds equal to the new requirement must be on record in the CDC cooperative agreement file, or the grantee must provide evidence with the carryover request.

NBCCEDP: To maintain the $3:$1 Non-Federal Match required by Public Law 101-354, the level of Non-Federal financial participation is $910,301. This amount is the required ratio of cost sharing. Therefore, the amount reflected on this Notice of Award, $910,301, is the amount reflected on Page 2, Section 1 of this Notice of Award as the "Non-Federal Share".

Title 48 of the U.S. Code 1469a (d) requires DHHS to waive matching fund requirements for Guam, U.S. Virgin Islands, American Samoa and the Commonwealth of the Northern Mariana Islands up to $200,000.

CFDA: 93.919

NPCR: To maintain the $3:$1 Non-Federal Match required by Public Law102-515, as amended, the level of Non- Federal financial participation is $325,343. This amount is the required ratio of cost sharing. Therefore, the amount reflected on this Notice of Award, $325,343, is the amount reflected on Page 2, in Section 1 of this NOA as the "Non-Federal Share".

CFDA: 93.283

NCCCP: Cost sharing funds are encouraged in an amount not less than ten percent of Federal funds awarded under this program. Cost sharing funds may be cash, in-kind, or donated services or equipment. Contributions may be made directly or through donations from public or private entities. Public Law 93-638 authorizes tribal organizations contracting under the authority of Title 1 to use funds received under the Indian Self-Determination Act as cost sharing funds. The level of encouraged Non-Federal financial participation is $25,111. This amount is the encouraged ratio of cost sharing. Therefore, the amount reflected on this Notice of Award, $25,111, is the amount reflected on Page 2, in Section 1 of this NOA as the "Non-Federal Share".

CFDA: 93.283

Please note that when the grantee is not able to meet the required level of matching funds, the CDC must be notified immediately. CDC shall reduce the amount of the Federal share of cooperative agreement so that the maximum Federal share of total project costs is not exceeded.

NOTE 8. MAINTENANCE OF EFFORT (MOE) REQUIREMENT. Maintenance of Effort represents an applicant/grantee historical level of contributions related to Federal programmatic activities which have been made prior to the receipt of Federal funds expenditures (money spent). The MOE is used as an indicator of non-federal support for public health security before the infusion of Federal funds. These expenditures are calculated by the grantee without reference to any Federal funding that also may have contributed to such programmatic activities in the past. Awardees must stipulate the total dollar amount in their cooperative agreement applications. Grantees must be able to account for MOE separately from accounting for Federal funds and separately from accounting for any matching funds requirement; this accounting is subject to ongoing monitoring, oversight, and audit. MOE may not include any matching funds requirement.

NBCCEDP: Grantee calculated MOE is $90,293
NPCR: Grantee calculated MOE is $240,753

NOTE 9. REPORTING REQUIREMENTS:

CENTRAL CONTRACTOR REGISTRATION AND UNIVERSAL IDENTIFIER REQUIREMENTS

All applicant organizations must obtain a DUN and Bradstreet (D&B) Data Universal Numbering System (DUNS) number as the Universal Identifier when applying for Federal grants or cooperative agreements. The DUNS number is a nine-digit number assigned by Dun and Bradstreet Information Services. An AOR should be consulted to determine the appropriate number. If the organization does not have a DUNS number, an AOR should complete the US D&B D-U-N-S Number Request Form or contact Dun and Bradstreet by telephone directly at 1-866-705-5711 (toll-free) to obtain one. A DUNS number will be provided immediately by telephone at no charge. Note this is an organizational number. Individual Program Directors/Principal Investigators do not need to register for a DUNS.

Additionally, all applicant organizations must register in the Central Contractor Registry (CCR) and maintain the registration with current information at all times during which it has an application under consideration for funding by CDC and, if an award is made, until a final financial report is submitted or the final payment is received, whichever is later. CCR is the primary registrant database for the Federal government and is the repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the CCR internet site at www.ccr.gov.

If an award is granted, the grantee organization must notify potential sub-recipients that no organization may receive a subaward under the grant unless the organization has provided its DUNS number to the grantee organization.

FEDERAL INFORMATION SECURITY MANAGEMENT ACT (FISMA):

All information systems, electronic or hard copy which contain federal data need to be protected from unauthorized access. This also applies to information associated with CDC grants. Congress and the OMB have instituted laws, policies and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. The current regulations are pursuant to the Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347.

FISMA applies to CDC grantees \only when grantees collect, store, process, transmit or use information on behalf of HHS or any of its component organizations. In all other cases, FISMA is not applicable to recipients of grants, including cooperative agreements. Under FISMA, the grantee retains the original data and intellectual property, and is responsible for the security of this data, subject to all applicable laws protecting security, privacy, and research. If and when information collected by a grantee is provided to HHS, responsibility for the protection of the HHS copy of the information is transferred to HHS and it becomes the agency's responsibility to protect that information and any derivative copies as required by FISMA. For the full text of the requirements under Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347, please review the following website:

http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107_cong_public_laws&docid=f:publ347.107.pdf

NOTE 10. FEDERAL REPORTING REQUIREMENTS

I. FEDERAL FUNDING ACCOUNTABILITY and TRANSPARENCY (FFATA):

(X) FFATA DOES APPLY. THE GRANTEE MUST FOLLOW THIS SECTION

Pursuant to A-133 (see ___.205(h) and ___.205(i)), a grant sub-award includes the provision of any commodities (food and non-food) to the sub-recipient where the sub-recipient is required to abide by terms and conditions regarding the use or future administration of those goods. If the sub-awardee merely consumes or utilizes the goods, the commodities are not in and of themselves considered sub-awards.
In accordance with 2 CFR Chapter 1, Part 170 REPORTING SUB-AWARD AND EXECUTIVE COMPENSATION INFORMATION, Prime Awardees awarded a federal grant are required to file a FFATA sub-award report by the end of the month following the month in which the prime awardee awards any sub-grant equal to or greater than $25,000.

A. Reporting of first-tier subawards.

1. Applicability. Unless you are exempt as provided in paragraph D. of this award term, you must report each action that obligates $25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph E. of this award term).

2. Where and when to report.
i. You must report each obligating action described in paragraph A.1. of this award term to http://www.fsrs.gov.
ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010).

3. What to report. You must report the information about each obligating action that the submission instructions posted at http://www.fsrs.gov specify.

B. Reporting Total Compensation of Recipient Executives.

1. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:
i. The total Federal funding authorized to date under this award is $25,000 or more;
ii. In the preceding fiscal year, you received?
(a) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
(b) $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).

2. Where and when to report. You must report executive total compensation described in paragraph A.1. of this award term:
i. As part of your registration profile at http://www.ccr.gov.
ii. By the end of the month following the month in which this award is made, and annually thereafter.

C. Reporting of Total Compensation of Subrecipient Executives.

1. Applicability and what to report. Unless you are exempt as provided in paragraph D. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if:

i. In the subrecipient's preceding fiscal year, the subrecipient received?
(a) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
(b) $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).

2. Where and when to report. You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.
ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

D. Exemptions

If, in the previous tax year, you had gross income, from all sources, under $300,000, you are exempt from the requirements to report:
i. Subawards, and
ii. The total compensation of the five most highly compensated executives of any subrecipient.

E. Definitions. For purposes of this award term:

1. Entity means all of the following, as defined in 2 CFR part 25:
i. A Governmental organization, which is a State, local government, or Indian tribe;
ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization;
iv. A domestic or foreign for-profit organization;
v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. Executive means officers, managing partners, or any other employees in management positions.

3. Subaward:
i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. ___.210 of the attachment to OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations).
iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. Subrecipient means an entity that:
i. Receives a subaward from you (the recipient) under this award; and
ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. Total compensation means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
i. Salary and bonus.
ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
v. Above-market earnings on deferred compensation which is not tax-qualified.
vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds $10,000.

NON-DELINQUENCY on FEDERAL DEBT

The Federal Debt Collection Procedures Act of 1990 (Act), 28 U.S.C. 3201(e), provides that an organization or individual that is indebted to the United States, and has a judgment lien filed against it, is ineligible to receive a Federal grant. CDC cannot award a grant unless the AOR of the applicant organization (or individual in the case of a Kirschstein-NRSA individual fellowship) certifies, by means of his/her signature on the application, that the organization (or individual) is not delinquent in repaying any Federal debt. If the applicant discloses delinquency on a debt owed to the Federal government, CDC may not award the grant until the debt is satisfied or satisfactory arrangements are made with the agency to which the debt is owed. In addition, once the debt is repaid or satisfactory arrangements made, CDC will take that delinquency into account when determining whether the applicant would be a responsible CDC grant recipient.

Anyone who has been judged to be in default on a Federal debt and who has had a judgment lien filed against him or her should not be listed as a participant in an application for a CDC grant until the judgment is paid in full or is otherwise satisfied. No funds may be used for or rebudgeted following an award to pay such an individual. CDC will disallow costs charged to awards that provide funds to individuals in violation of this Act.

These requirements apply to all types of organizations and awards, including foreign grants.

NOTE 11. ANNUAL FEDERAL FINANCIAL REPORT (FFR): The Annual Federal Financial Report (FFR) SF 425 is required and must be submitted through eRA Commons within 90 days

after the end of the reporting quarter of each reporting period. In this instance, the end of the budget period coincides with the end of reporting period. Therefore, the FFR is due to the Grants Management Specialist by 09/29/2014. Reporting timeframe is 06/30/2013through 06/29/2014.

The FFR should only include those funds authorized and disbursed during the timeframe covered by the report. The final FFR must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. There must be no discrepancies between the final FFR expenditure data and the Payment Management System's (PMS) cash transaction data.

Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to submit a letter explaining the reason and date by which the Grants Officer will receive the information.

eRa Commons website: http://era.nih.gov/

If the FFR is not finalized by the due date, an interim FFR must be submitted, marked NOT FINAL, and an amount of un-liquidated obligations should be annotated to reflect unpaid expenses. Electronic versions of the form can be downloaded into Adobe Acrobat and completed on-line by reviewing, http://www.whitehouse.gov/sites/default/files/omb/assets/grants_forms/SF-425.pdf

PROGRESS/PERFORMANCE REPORTING:

A. Annual Performance Report (due 120 days before the end of the budget period and serves as a continuation application). This report must not exceed 35 pages excluding work plan and administrative reporting. Attachments are not permitted when submitting this report. Awardees may insert web links in this report. This report must include the following:

- Performance Measures (including outcomes): Awardees must report on performance measures for each budget period and update measures, if needed
- Evaluation Results: Awardees must report evaluation results for the work completed to date (including any impact data)
- Work Plan (Maximum of 25 pages): Awardees should update work plan each budget period

Successes
- Awardees must report progress on completing activities outlined in the work plan
- Awardees must describe any additional successes (e.g., identified through evaluation results or lessons learned) achieved in the past year
- Awardees must describe success stories

Challenges
- Awardees should describe any challenges that hinder achievement of both annual and project period outcomes, performance measures, or their ability to complete the activities in the work plan
- Awardees must describe any additional challenges (e.g., identified through evaluation results or lessons learned) encountered in the past year

CDC Program Support to Awardees

- Awardees should describe how CDC could assist them in overcoming any challenges to achieve both annual and project period outcomes and performance measures, and complete activities outlined in the work plan

Administrative Reporting (not subject to page limits)

SF-424A Budget Information-Non-Construction Programs
- Budget Narrative: Must use the format outlined in Section IV. Content and Form of Application Submission, Budget Narrative Section Indirect Cost Rate Agreement

NOTE: THE PROGRESS REPORTS SHOULD ADDRESS EACH OF THE APPLICABLE PROGRAM COMPONENTS:

- NCCCP
- NBCCEDP
- MLC
- NPCR
- INNOVATIVE (Not Applicable to all grantee's)

B. FINAL PROGRESS/PERFORMANCE REPORT
The final report is required no later than 90 days after the end of the project period. All manuscripts published as a result of the work supported in part or whole by the cooperative agreement will be submitted with the progress reports. An original plus two copies of the reports must be mailed to the Grants Management Specialist for approval by the Grants Management Officer by the due date noted. Please ensure the Award and Program Announcement numbers shown above are referenced on all submitted reports.

ADDITIONAL REQUIREMENTS:

The NBCCEDP recipients are required to submit the NBCCEDP Minimum Data Elements (MDEs) to CDC semi-annually on October 15 and April 15 to CDC- OMB Control No. 0920-0571.
For the NCCCP Program, Measures of Effectiveness are addressed for selected activities noted in the IPR.

NOTE 12. TECHNICAL REVIEW RESPONSE REQUIREMENT: Technical Review summary comments on the strengths and weaknesses of your Interim Progress Report are provided as part of this award. A response to the weaknesses noted in these comments must be submitted to and approved, in writing, by the Program Consultant/Project Officer noted in the CDC Contact section of this Notice of Award, not later than 08/01/2013. Should these terms not be satisfactorily adhered to, it may result in denial of your authority to expend additional funds.

MLC: A written response is required.
NCCCP: A written response is required

NOTE 13. AUDIT REQUIREMENT: An organization that expends $500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations. The audit must be completed along with a data collection form, and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period. The audit report must be sent to:

Federal Audit Clearing House
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Should you have questions regarding the submission or processing of your Single Audit Package, contact the Federal Audit Clearinghouse at: (301) 763-1551, (800) 253-0696 or email: govs.fac@census.gov. It is very helpful to CDC managers if the recipient sends a courtesy copy of completed audits and any management letters on a voluntary basis to the following address.

Centers for Disease Control and Prevention (CDC)
ATTN: Audit Resolution, Mail Stop E-14
2920 Brandywine Road
Atlanta, GA 30341-4146

The grantee is to ensure that the sub-recipients receiving CDC funds also meet these requirements (if total Federal grant or cooperative agreement funds received exceed $500,000). The grantee must also ensure that appropriate corrective action is taken within six months after receipt of the sub-recipient audit report in instances of non-compliance with Federal law and regulations. The grantee is to consider whether sub-recipient audits necessitate adjustment of the grantee's own accounting records. If a sub-recipient is not required to have a program-specific audit, the Grantee is still required to perform adequate monitoring of sub-recipient activities. The grantee is to require each sub-recipient to permit independent auditors to have access to the sub-recipient's records and financial statements. The grantee should include this requirement in all sub-recipient contracts.

NOTE 14. SUBGRANT/SUBRECIPIENT AWARDS: Seed Grants/Sub-Grants are not authorized under this program or included in Program authorizing legislature. As a result, the recipient is not permitted to fund seed grants or sub-grants. Recipient must issue proposed funding as a procurement requirement per the organization's established procedures.

NOTE 15. TRAVEL COST: In accordance with Health and Human Services (HHS) Grants Policy Statement, travel costs are only allowable where such travel will provide direct benefit to the project or program. There must be a direct benefit imparted on behalf of the traveler as it applies to the approved activities of the Notice of Award. To prevent disallowance of cost, Recipient is responsible for ensuring that only allowable travel reimbursements are applied in accordance with their organization's established travel policies and procedures. Recipients approved policies must meet the requirements of 45 CFR Parts 74 and 92 as applicable.

NOTE 16. FOOD AND MEALS: Costs associated with food or meals are allowable when consistent OMB Circulars and guidance, DHHS Federal regulations, Program Regulations, DHHS policies and guidance. In addition, costs must be proposed in accordance with recipients approved policies and a determination of reasonableness has been performed by the recipients. Recipients approved policies must meet the requirements of 45 CFR Parts 74 and 92 as applicable.

Note 17. PRIOR APPROVAL: All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization and the principal investigator or program or project director named on this notice of award. Any request received that reflects only one signature will be returned to the grantee unprocessed. All prior approval requests must be submitted with an original plus two copies. The request must be postmarked no later than 120 days prior to the end date of the current budget period. All requests for prior approvals MUST be received by PGO prior to February 28, 2014. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification for the requested action.

Prior approval is required but is not limited to the following types of requests: 1) Lift funding restriction(s), withholding, or disallowance, 2) Redirection of funds, 3) Change in Contractor/Consultant; 4) Supplemental funds; 5) Response to Technical Review or Summary Statement, 6) Change in Key Personnel, or 7) Liquidation Extensions.

NOTE 18. CORRESPONDENCE: ALL correspondence (including emails and faxes) regarding this award must be dated, identified with the AWARD NUMBER, and include a point of contact (name, phone, fax, and email). All correspondence should be addressed to the Grants Management Specialist listed below and submitted with an original plus two copies.

Annie Harrison-Camacho
Centers for Disease Control
Procurement and Grants Office (PGO)
2920 Brandywine Road, Mail Stop E-09
Atlanta, GA 30341-4146
Telephone: (770) 488-2098
Email: atc4@cdc.gov

NOTE 19. INVENTIONS: Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR 401.14.

NOTE 20. PUBLICATIONS: Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, for example: This publication (journal article, etc.) was supported by the Cooperative Agreement Number above from The Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.

NOTE 21. CANCEL YEAR. 31 U.S.C. 1552(a) Procedure for Appropriation Accounts Available for Definite Periods states the following, On September 30th of the 5th fiscal year after the period of availability for obligation of a fixed year appropriation account ends, the account shall be closed and any remaining balances (whether obligated or unobligated) in the account shall be canceled

and thereafter shall not be available for obligation or expenditure for any purpose. An example is provided below:

FY 2012 funds will expire September 30, 2017. All FY 2012 funds should be drawn down and reported to Payment Management System (PMS) prior to September 30, 2012. After this date, corrections or cash requests will not be permitted.

NOTE 22. CONFERENCE DISCLAIMER AND USE OF LOGOS:
Disclaimer. If a conference is funded by a grant, cooperative agreement, sub-grant and/or a contract the recipient must include the following statement on conference materials, including promotional materials, agenda, and internet sites:

Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily do not reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

Logos. Neither the HHS nor the CDC logo may be displayed if such display would cause confusion as to the conference source or give false appearance of Government endorsement. Use of the HHS name or logo is governed by U.S.C. 1320b-10, which prohibits misuse of the HHS name and emblem in written communication. A non-federal entity is unauthorized to use the HHS name or logo governed by U.S.C. 1320b-10. The appropriate use of the HHS logo is subject to review and approval of the Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the Office of the Inspector General has authority to impose civil monetary penalties for violations (42 C.F.R. Part 1003). Neither the HHS nor the CDC logo can be used on conference materials, under a grant, cooperative agreement, and contract or co-sponsorship agreement without the expressed, written consent of either the Project Officer or the Grants Management Officer.

It is the responsibility of the grantee (or recipient of funds under a cooperative agreement) to request consent for use of the logo in sufficient detail to ensure a complete depiction and disclosure of all uses of the Government logos. In all cases for utilization of Government logos, the grantee must ensure written consent is received from the Project Officer and/or the Grants Management Officer.

NOTE 23. EQUIPMENT AND PRODUCTS: To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of $5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

The grantee may use its own property management standards and procedures provided it observes provisions of the following sections in the Office of Management and Budget (OMB) Circular A-110 and 45 CFR Part 92:

i. Office of Management and Budget (OMB) Circular A-110, Sections 31 through 37 provides the uniform administrative requirements for grants and agreements with institutions of higher education, hospitals, and other non-profit organizations. For additional information, please review: the following website: http://www.whitehouse.gov/omb/circulars/a110/a110.html

ii. 45 CFR Parts 92.31 and 92.32 provides the uniform administrative requirements for grants and cooperative agreements to state, local and tribal governments. For additional information, please review the following website listed:
http://www.access.gpo.gov/nara/cfr/waisidx_03/45cfr92_03.html

NOTE 24. PROGRAM INCOME: Any program income generated under this cooperative agreement will be used in accordance with the additional cost alternative. The disposition of program income must have written prior approval from the Grants Management Officer.

Additional Costs Alternative--Used for costs that are in addition to the allowable costs of the

project for any purposes that further the objectives of the legislation under which the cooperative agreement was made. General program income subject to this alternative shall be reported on lines 10r and 10s, as appropriate, of the FSR (Long Form).

NOTE 25. KEY PERSONNEL: In accordance with 45 CFR 74.25(c)(2) & (3) CDC recipients shall obtain prior approvals from CDC for (1) change in the project director or principal investigator or other key persons specified in the application or award document, and (2) the absence for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

Note 26. TRAFFICKING IN PERSONS. This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award terms and conditions, please review the following website: http://www.cdc.gov/od/pgo/funding/grants/Award_Term_and_Condition_for_Trafficking_in_Persons.shtm

NOTE 27. ACKNOWLEDGMENT OF FEDERAL SUPPORT: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

NOTE 28. Lobbying Restrictions (June 2012)
Applicants should be aware that award recipients are prohibited from using CDC/HHS funds to engage in any lobbying activity. Specifically, no part of the federal award shall be used to pay the salary or expenses of any grant recipient, subrecipient, or agent acting for such recipient or subrecipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any state government, state legislature or local legislature or legislative body.

Restrictions on lobbying activities described above also specifically apply to lobbying related to any proposed, pending, or future Federal, state, or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

This prohibition includes grass roots lobbying efforts by award recipients that are directed at inducing members of the public to contact their elected representatives to urge support of, or opposition to, proposed or pending legislation, appropriations, regulations, administrative actions, or Executive Orders (hereinafter referred to collectively as "legislation and other orders"). Further prohibited grass roots lobbying communications by award recipients using federal funds could also encompass any effort to influence legislation through an attempt to affect the opinions of the general public or any segment of the population if the communications refer to specific legislation and/or other orders, directly express a view on such legislation or other orders, and encourage the audience to take action with respect to the matter.

In accordance with applicable law, direct lobbying communications by award recipients are also prohibited. Direct lobbying includes any attempt to influence legislative or other similar deliberations at all levels of government through communications that directly express a view on proposed or pending legislation and other orders and which are directed to members, staff, or other employees of a legislative body or to government officials or employees who participate in the formulation of legislation or other orders.

Lobbying prohibitions also extend to include CDC/HHS grants and cooperative agreements that, in whole or in part, involve conferences. Federal funds cannot be used directly or indirectly to encourage participants in such conferences to impermissibly lobby. However, these prohibitions are not intended to prohibit all interaction with the legislative or executive branches of governments, or to prohibit educational efforts pertaining to public health that are within the scope of the CDC award. For state, local, and other governmental grantees, certain activities falling within the normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local, or tribal government in policymaking and administrative processes

within the executive branch of that government are permissible. There are circumstances for such grantees, in the course of such a normal and recognized executive-legislative relationship, when it is permissible to provide information to the legislative branch in order to foster implementation of prevention strategies to promote public health. However, such communications cannot directly urge the decision makers to act with respect to specific legislation or expressly solicit members of the public to contact the decision makers to urge such action.

Many non-profit grantees, in order to retain their tax-exempt status, have long operated under settled definitions of "lobbying" and "influencing legislation." These definitions are a useful benchmark for all non-government grantees, regardless of tax status. Under these definitions, grantees are permitted to (1) prepare and disseminate certain no"partisan analysis, study, or research reports; (2) engage in examinations and discussions of broad social, economic, and similar problems in reports and at conferences; and (3) provide technical advice or assistance upon a written request by a legislative body or committee.

Award recipients should also note that using CDC/HHS funds to develop and/or disseminate materials that exhibit all three of the following characteristics are prohibited: (1) refer to specific legislation or other order; (2) reflect a point of view on that legislation or other order; and (3) contain an overt call to action.

It remains permissible for CDC/HHS grantees to use CDC funds to engage in activities to enhance prevention; collect and analyze data; publish and disseminate results of research and surveillance data; implement prevention strategies; conduct community outreach services; foster coalition building and consensus on public health initiatives; provide leadership and training, and foster safe and healthful environments.

Note also that under the provisions of 31 U.S.C. Section 1352, recipients (and their sub-tier contractors and/or funded parties) are prohibited from using appropriated Federal funds to lobby in connection with the award, extension, continuation, renewal, amendment, or modification of the funding mechanism under which monetary assistance was received. In accordance with applicable regulations and law, certain covered entities must give assurances that they will not engage in prohibited activities.

CDC cautions recipients of CDC funds to be careful not to give the appearance that CDC funds are being used to carry out activities in a manner that is prohibited under Federal law. Recipients of CDC funds should give close attention to isolating and separating the appropriate use of CDC funds from non-CDC funds. Use of federal funds inconsistent with these lobbying restrictions could result in disallowance of the cost of the activity or action found not to be in compliance as well as potentially other enforcement actions as outlined in applicable grants regulations.

NOTE 29. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA): Pursuant to the Standards for Privacy of Individually Identifiable Health Information promulgated under the Health Insurance Portability and Accountability Act (HIPAA)(45 CFR Parts 160 and 164) covered entities may disclose protected health information to public health authorities authorized by law to collect or received such information for the purpose of preventing or controlling disease, injury, or disability, including, but not limited to, the reporting of disease, injury, vital events such as birth or death, and the conduct of public health surveillance, public health investigations, and public health interventions. The definition of a public health authority includes a person or entity acting under a grant of authority from or contract with such public agency. Through this agreement, the [Insert recipient Name] is acting under a grant of authority from CDC to carry out [Insert: Name of project/activity] which is authorized by [Insert: Statutory authority from Public Health Service Act, Comprehensive Environmental Response, Compensation, and Liability Act, or other legislation (this information should be provided by the awarding program)]. The CDC grants this authority to [Insert: partner name] for purposes of this project. Further, CDC considers this to be [Insert: type of public health activity, i.e. disease/injury reporting, vital events, surveillance, investigations, intervention, registry] for which disclosure of protected health information by covered entities is authorized by section 164.512(b)).

NOTE 30. PAYMENT INFORMATION: Automatic Drawdown (Direct/Advance Payments):

PAYMENT INFORMATION: Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS will forward instructions for obtaining payments.

a.) PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows:

Director, Division of Payment Management, OS/ASAM/PSC/FMS/DPM
P.O. Box 6021
Rockville, MD 20852
Phone Number: (877) 614-5533
Email: PMSSupport@psc.gov
Website: http://www.dpm.psc.gov/grant_recipient/shortcuts/shortcuts.aspx?explorer.event=true

Please Note: To obtain the contact information of DPM staff within respective Payment Branches refer to the links listed below:

University and Non-Profit Payment Branch:
http://www.dpm.psc.gov/contacts/dpm_contact_list/univ_nonprofit.aspx?explorer.event=true

Governmental and Tribal Payment Branch:
http://www.dpm.psc.gov/contacts/dpm_contact_list/gov_tribal.aspx?explorer.event=true

Cross Servicing Payment Branch:
http://www.dpm.psc.gov/contacts/dpm_contact_list/cross_servicing.aspx

b.) If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows:

US Department of Health and Human Services
PSC/DFO/Division of Payment Management
7700 Wisconsin Avenue - 10th Floor
Bethesda, MD 20814

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

NOTE 31. ACCEPTANCE OF THE TERMS OF AN AWARD: By drawing or otherwise obtaining funds from the grant payment system, the recipient acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer.

NOTE 32. CERTIFICATION STATEMENT: By drawing down funds, Awardee certifies that proper financial management controls and accounting systems to include personnel policies and procedures have been established to adequately administer Federal awards and funds drawn down are being used in accordance with applicable Federal cost principles, regulations and Budget and Congressional intent of the President.

NOTE 33. ADDITIONAL REQUIREMENTS: The Additional Requirements that apply to this grant or cooperative agreement are indicated below. The full text of the Additional Requirements may be found on the CDC web site at: http://www.cdc.gov/od/pgo/funding/grants/additional_req.shtm
.
AR-1: Human Subjects Requirements
AR-2: Inclusion of Women and Racial and Ethnic Minorities in Research
AR-7: Executive Order 12372 Review
AR-8: Public Health System Reporting Requirements
AR-9: Paperwork Reduction Act Requirements
AR-10: Smoke-Free Workplace Requirements
AR-11: Healthy People 2020
AR-12: Lobbying Restrictions
AR-14: Accounting System Requirements
AR-15: Proof of Non-profit Status
AR 23: Compliance with 45 C.F.R. Part 87
AR-24: Health Insurance Portability and Accountability Act Requirements
AR-25: Release and Sharing of Data

AR-27: Conference Disclaimer and Use of Logos
AR-29: Compliance with EO13513, 'Federal Leadership on Reducing Text Messaging while Driving',
October 1, 2009
AR-30: Compliance with Section 508 of the Rehabilitation Act of 1973
AR 32: FY2012 Enacted General Provisions

NOTE 34. CDC CONTACTS:

Business and Grants Policy Contact

Annie Harrison-Camacho, Grants Management Specialist
Centers for Disease Control
Procurement and Grants Office
2920 Brandywine Road, Mail Stop E-09
Atlanta, GA 30341-4146
Telephone: (770) 488-2098
Email: atc4@cdc.gov

Programmatic and Technical Contact
See Attached Programmatic Contact Listing

STAFF CONTACTS
Grants Management Specialist: Annie D Harrison-camacho
Centers for Disease Control and Prevention
PGO
1600 Clifton Road, Mail Stop:E09
Atlanta, GA 30333
Email: atc4@cdc.gov **Phone**: 770-488-2735

Grants Management Officer: Annie D Harrison-camacho
Centers for Disease Control and Prevention
PGO
1600 Clifton Road, Mail Stop:E09
Atlanta, GA 30333
Email: atc4@cdc.gov **Phone**: 770-488-2735

SPREADSHEET SUMMARY
GRANT NUMBER: 5U58DP003924-02 REVISED

INSTITUTION: MISSOURI STATE DEPT/ HEALTH & SENIOR SRV

Budget	Year 2	Year 3	Year 4	Year 5
Salaries and Wages	$552,646			
Fringe Benefits	$252,648			
Personnel Costs (Subtotal)	$805,294			
Supplies	$2,584			
Travel Costs	$11,216			
Other Costs	$275,347	$4,195,645	$4,195,645	$4,195,645
Consortium/Contractual Cost	$2,949,344			
TOTAL FEDERAL DC	$4,043,785	$4,195,645	$4,195,645	$4,195,645
TOTAL FEDERAL F&A	$34,207			
TOTAL COST	$4,005,195	$4,195,645	$4,195,645	$4,195,645

CDC NGA D | Version: 358 - 09/03/2013 16:57:00 | Generated on: 03/19/2014 19:04 00