U.S. ENVIRONMENTAL PROTECTION AGENCY

Cooperative Agreement

ASSISTANCE ID NO.			DATE OF AWARD
PRG	DOC ID	AMEND#	09/30/2009
V -	97716101	- 0	
TYPE OF ACTION: New			MAILING DATE: 10/07/2009
PAYMENT METHOD: ASAP			ACH#: 77760

RECIPIENT TYPE:
State

Send Payment Request to:

U.S. Environmental Protection Agency - Las Vegas FC
P.O. Box 98515, Las Vegas, NV 89193-8515
Phone: #702-798-2411, Fax: #702-798-2423

RECIPIENT:	PAYEE:
Missouri Department of Health and Senior Services P.O. Box 570 Jefferson City, MO 65102-0570 **EIN:** [redacted]	Missouri Department of Health and Senior Services P.O. Box 570 Jefferson City, MO 65102-0570

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
Scott Clardy P.O. Box 570 Jefferson City, MO 65102-0570 **E-Mail:** scott.clardy@dhss.mo.gov **Phone:** 573-751-6141	Marie Rabenau 901 North Fifth Street, SUPR/IO Kansas City, KS 66101 **E-Mail:** Rabenau.Marie@epamail.epa.gov **Phone:** 913-551-7968	Connie Allen Grants Management Office, PLMG/RFMB/GRMS **E-Mail:** Allen.Connie@epamail.epa.gov **Phone:** 913-551-7363

PROJECT TITLE AND DESCRIPTION

Madison County Superfund Health Education

Funding provided by this cooperative agreement will enable the Missouri Department of Health and Senior Services (MDOHSS), thru the Madison County Health Department, to participate in providing health education to residents regarding the hazards associated with mine waste, the ways to reduce exposure to lead and the ways to reduce blood-lead levels in children.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
10/01/2009 - 09/30/2012	10/01/2009 - 09/30/2012	$375,000.00	$375,000.00

NOTICE OF AWARD

Based on your application dated 09/16/2009, including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA), hereby awards $187,500. EPA agrees to cost-share 50.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of $187,500. Such award may be terminated by EPA without further cause if the recipient fails to provide timely affirmation of the award by signing under the Affirmation of Award section and returning all pages of this agreement to the Grants Management Office listed below within 21 days after receipt, or any extension of time, as may be granted by EPA. This agreement is subject to applicable EPA statutory provisions. The applicable regulatory provisions are 40 CFR Chapter 1, Subchapter B, and all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	**ORGANIZATION / ADDRESS**
Grants Management Office 901 North Fifth Street Kansas City, KS 66101	U.S. EPA, Region 7 Superfund Division 901 North Fifth Street Kansas City, KS 66101

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

SIGNATURE OF AWARD OFFICIAL	TYPED NAME AND TITLE	DATE
Digital signature applied by EPA Award Official	Karen L. Sherrill, Grants Management Officer	09/30/2009

AFFIRMATION OF AWARD

BY AND ON BEHALF OF THE DESIGNATED RECIPIENT ORGANIZATION

SIGNATURE	TYPED NAME AND TITLE	DATE
Pat Bedell for Bret Fischer	Bret Fischer, Director	10/19/09

EP. . Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	$	$ 187,500	$ 187,500
EPA In-Kind Amount	$	$	$ 0
Unexpended Prior Year Balance	$	$	$ 0
Other Federal Funds	$	$	$ 0
Recipient Contribution	$	$	$ 0
State Contribution	$	$	$ 0
Local Contribution	$	$	$ 0
Other Contribution	$	$	$ 0
Allowable Project Cost	$ 0	$ 187,500	$ 187,500

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.802 - Superfund State Political Subdivision and Indian Tribe Site Specific Cooperative Agreements	CERCLA: Sec. 104(d)(1)	40 CFR PTS 31 & 35 SUBPT O

Fiscal

Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
MADISON	097AW99671	09	T	7AW0R	302DD2E	4185	07LTRA03	C001	187,500
									187,500

Budget Summary Page

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	$0
2. Fringe Benefits	$0
3. Travel	$0
4. Equipment	$0
5. Supplies	$0
6. Contractual	$375,000
7. Construction	$0
8. Other	$0
9. Total Direct Charges	$375,000
10. Indirect Costs: % Base	$0
11. Total (Share: Recipient 50.00 % Federal 50.00 %.)	$375,000
12. Total Approved Assistance Amount	$187,500
13. Program Income	$0
14. Total EPA Amount Awarded This Action	$187,500
15. Total EPA Amount Awarded To Date	$187,500

Administrative Conditions

1. Pursuant to EPA's annual Appropriations Act, the chief executive officer of this recipient agency shall require that no grant funds have been used to engage in lobbying of the Federal Government or in litigation against the United States unless authorized under existing law.

   Recipient agrees to comply with the respective OMB Circular (A-21, A-87, or A-122), which prohibits the use of federal grant funds for litigation against the United States. Recipients subject to the requirements of 40 CFR Part 30 agree to comply with the respective OMB Circular (A-21 or A-122), which prohibits the use of Federal grant funds to participate in various forms of lobbying or other political activities.

2. Recipient agrees to comply with the Anti-Lobbying Act, Section 319 of Public Law 101-121, effective December 23, 1989.

   Recipient acknowledges that if any expenditure is made as prohibited by the Act, that he shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such expenditure.

   Recipient further acknowledges that failure to file or amend the disclosure form, if required, shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

   Recipient also agrees to include in all solicitation documents the following:

   "Sub recipients who request or receive from the grant recipient a subgrant, contract, or subcontract exceeding $100,000, at any tier under a federal grant shall comply with the Anti-Lobbying Act, Section 319 of Public Law 101-121, and file an Anti-Lobbying Certification form, and the Disclosure of Lobbying Activities form, if required, to the next tier above."

3. **GENERAL COMPLIANCE, 40 CFR, Part 33 -** The recipient agrees to comply with the requirements of EPA's Program for Utilization of Small, Minority and Women's Business Enterprises in procurement under assistance agreements, contained in 40 CFR, Part 33.

   FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D- A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE (MBE/WBE) participation in procurement under the financial assistance agreements.

   Accepting the Fair Share Objectives/Goals of Another Recipient -The dollar amount of this assistance agreement is $250,000, or more; or the total dollar amount of all of the recipient's non-TAG assistance agreements from EPA in the current fiscal year is $250,000, or more. The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA by the **Missouri Department of Natural Resources (MDNR)** as follows:

Missouri	MBE	WBE
Services	10%	5%
Supplies	10%	5%
Equipment	10%	5%
Construction	10%	5%

   By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals stated above and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market as **MDNR.**

   Negotiating Fair Share Objectives/Goals, 40 CFR, Section 33.404 - The recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and

equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is **not** accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study, to the Regional MBE/WBE Coordinator within 120 days of its acceptance of the financial assistance award. EPA will respond to the proposed fair share objective/goals within 30 days of receiving the submission. If proposed fair share objective/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objective/goals are submitted.

SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C - Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to ensure that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

(a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.

(b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.

(c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.

(d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.

(e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.

(f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

MBE/WBE REPORTING, 40 CFR, Part 33, Sections 33.502 and 33.503 - The recipient agrees to complete and submit EPA Form 5700-52A, "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" beginning with the Federal fiscal year reporting period the recipient receives the award, and continuing until the project is completed. **Only procurements with certified MBE/WBEs are counted toward a recipient's MBE/WBE accomplishments.** The reports must be submitted **semiannually** for the periods ending March 31 and September 30.

The reports are due within 30 days of the end of the semiannual reporting periods (April 30 and October 30). Reports should be sent to ATTN: Grant Assistant. Final MBE/WBE reports must be submitted within 90 days after the project period of the grant ends. Your grant cannot be officially closed without all MBE/WBE reports.

EPA Form 5700-52A may be obtained from the EPA Office of Small Business Program's Home Page on the Internet at www.epa.gov/osbp.

CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302 - The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

BIDDERS LIST, 40 CFR, Section 33.501(b) and (c) - Recipients of a Continuing Environmental

Program Grant or o. annual reporting grant, agree to create ar aintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

4. Recipient agrees to fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Responsibilities of Participants Regarding Transactions." Recipient must ensure that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient agrees to include a similar term or condition in any subsequent lower tier covered transactions. Recipient agrees that failing to disclose the required information in 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

   Recipient may access the Excluded Parties List System at www.epls.gov.

5. The recipient agrees to an ongoing, good faith effort to maintain a drug-free work place pursuant to the specific requirements set forth in Title 40 CFR 36.200 - 36.230. Additionally, in accordance with these regulations, the recipient must identify all known workplaces under its federal awards, and keep this information on file during the performance of the award.

   Recipients classified as individuals must comply with the drug-free provisions set forth in Title 40 CFR 36.300.

   Details concerning violation of this condition may be found under Title 40 CFR 36.510.

6. Recipient agrees to submit the Federal Financial Report (FFR) form SF-425 to EPA no later than ninety (90) days after the end of the grant budget/project period. The EPA requires only the information requested on FFR lines 10a through 10o. A blank FFR is available for completion on the Las Vegas Finance Center's (LVFC) website: http://www.epa.gov/ocfo/finservices/forms.htm. The Final FFR form SF-425 **must be submitted to: U.S. EPA-Las Vegas FC, P.O. Box 98515, Las Vegas, NV 89193-8515.**

7. Recipient agrees to ensure that all space for conferences, meetings, conventions or training funded in whole or in part with Federal funds comply with the Hotel and Motel Fire Safety Act of 1990.

8. Management fees or similar charges in excess of the direct costs and approved indirect rates are not allowable. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs which are not allowable under this assistance agreement. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

9. The Recipient agrees, in accordance with EPA Order 1000.25 and Executive Order 13423, Strengthening Federal Environmental, Energy and Transportation Management (January 24, 2007), the recipient agrees to use recycled paper and double sided printing for all reports which are prepared as a part of this agreement and delivered to EPA. This requirement does not apply to reports prepared on forms supplied by EPA, or to Standard Forms, which are printed on recycled paper and are available through the General Services Administration.

   The Recipient agrees to follow the requirements set out in Section 6002 of the Resource Conservation and Recovery Act (RCRA) (42 U.S.C. 6962). RCRA Section 6002 that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in the guidelines contained in 40 CFR 247.

10. Recipient agrees if $500,000 or more in total Federal funds is expended in any fiscal year, the recipient will obtain a single audit from an independent auditor according to the guidance provided in OMB Circular A-133. The recipient agrees that within nine months after the fiscal year end or 30 days after receiving the report from the auditor, they will submit a copy of the data collection form SF-SAC and a Single Audit Report Package to the Federal Audit Clearinghouse.

For fiscal years **2002 to 2007** a printed copy of the completed SF-SAC and Single Audit Report Package should be submitted to the following address:

Federal Audit Clearinghouse
1201 East 10th Street
Jeffersonville, IN 47132

For fiscal years **2008** and later complete instructions for electronic submission of the SF-SAC and Single Audit Report Package are located at the Federal Audit Clearinghouse Web site:

http://harvester.census.gov/fac/

11. To implement requirements of Section 106 of the Trafficking Victims Protection Act of 2000, as amended, the following provisions apply to this award:

a. We, as the Federal awarding agency may unilaterally terminate this award, without penalty, if a sub-recipient that is a private entity: (1) is determined to have violated an applicable prohibition in the Prohibition Statement below; or (2) has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in the Prohibition Statement below through conduct that is either: (a) associated with performance under this award; or (b) imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Non-procurement)," as implemented by our agency at 2 CFR part 1532. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in the Prohibition Statement below.

b. Our right to terminate unilaterally that is described in paragraph a of this award term: (1) implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and (2) is in addition to all other remedies for noncompliance that are available to us under this award.

c. You must include the requirements of the Prohibition Statement below in any subaward you make to a private entity.

Prohibition Statement - You as the recipient, your employees, sub-recipients under this award, and sub-recipients' employees may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or sub-awards under the award.

Programmatic Conditions

1. Nothing contained in this Agreement shall be construed to create, either expressly or by implication, the relationship of Agency between EPA and the State. Any standards, procedures, or protocols prescribed in this Agreement to be followed by the State during the performance of its obligations under this Agreement are to assure the quality of the final product of the actions contemplated by this Agreement, and do not constitute a right to control the actions of the State. EPA (including its employees and contractors) is not authorized to represent or act on behalf of the State in any matter relating to this agreement, and the State (including its employees and contractors) is not authorized to represent or act on behalf of EPA in any matter related to this Agreement. Neither EPA nor the State shall be liable for the contracts, acts, errors, or omissions of the agency, employees, or contractors of the other party entered into, committed, or performed with respect to or in the performance of, this Agreement.

2. This Agreement is intended to benefit only the State and the EPA. It extends no benefit or rights to any part not a signatory to this Agreement. In addition, EPA does not assume any rights to third parties with respect to losses due to bodily injury or property damages that exceed the

limitations contained he provisions of 28 U.S.C. Section 1346(b 371-2680. To the extent permitted by State law, the State does not assume liability to any third parties with respect to losses due to bodily injury or property damage.

3. Where State laws or other restrictions may prevent the State from acting consistent with CERCLA, as amended by SARA, the State agrees to promptly notify and consult with EPA regarding the use of such laws or other restrictions.

4. Recipient agrees to provide the following reports:

Quarterly and final performance reports on all activities identified in the workplan in accordance with 40 CFR 35.6650 and the waiver to this same section from Howard F. Corcoran, Director Office of Grants and Debarment dated August 18, 2008. These reports will contain at a minimum:

a) an explanation of work accomplished during the reporting period, delays, or other problems, if any, and a description of the corrective measures that are planned. For pre-remedial Cooperative Agreements, the report must include a list of the site-specific products completed and the estimated number of technical hours spent to complete each product;

b) a comparison of the percentage of the project completed to the project schedule, and an explanation of significant discrepancies;

c) a comparison of the estimated funds spent to date to planned expenditures and an explanation of significant discrepancies. For remedial, enforcement, and removal reports, the comparison must be on a per task basis; and

d) an estimate of the time and funds needed to complete the work required in the Cooperative Agreement, a comparison of that estimate to the time and funds remaining, and a justification for any increase.

These quarterly performance reports shall be due no later than 60 days after the end of each quarter; the final performance report is due within 90 days after the expiration of the project period. The quarterly performance reports are to be submitted electronically to the EPA Project Officer via e-mail or a CD using Adobe Reader 6 or higher.

5. The EPA and the State agree that they will cooperate and coordinate in efforts to recover their respective costs of response actions taken at the site described herein, including the negotiation of settlement and the filing and management of any judicial actions against potentially responsible parties. This shall include coordination in the use of evidence and witnesses available

to each in the preparation and presentation of any cost recovery action, excepting any documents or information which may be confidential under the provisions of any applicable State or Federal law or regulation.

6. A cooperative agreement is being awarded as defined under the statutory authority of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 as amended by the Superfund Amendments and Reauthorization Act of 1986, herein referred to as CERCLA. The regulations in 40 CFR Part 35 Subpart O codify recipient requirements for administering CERCLA-funded Cooperative Agreements. Within the regulations a Cooperative Agreement is defined as a legal instrument EPA uses to transfer money, property, services, or anything of value to a recipient to accomplish a public purpose in which substantial EPA involvement is anticipated during the performance of the project.

The Environmental Protection Agency's (EPA) responsibilities under CERCLA cooperative agreements would include increased monitoring, joint operational involvement, participation, and/or collaboration between EPA and the recipient. In addition, the National Contingency Plan (NCP) requires state involvement in response actions. This programmatic term and condition is being added to provide documentation for selection of a cooperative agreement. The awarding of a cooperative agreement will meet the statutory requirements of CERCLA, the 40 CFR Part 35 Subpart O regulations and the intent of the NCP by ensuring state

involvement in resp e actions.

40 CFR, Part 33: Participation by Disadvantaged Business Enterprises in U.S. EPA Programs

40 CFR, Part 35: State and Local Assistance:

- Subpart A: Environmental Program Grants
- Subpart B: Environmental Program Grants for Tribes
- Subpart K: State Water Pollution Control Revolving Funds
- Subpart L: Drinking Water State Revolving Funds
- Subpart M: Grants for Technical Assistance
- Subpart O: Cooperative Agreements and Superfund State Contracts for Superfund Response Actions

2 CFR, Part 215 (OMB Circular A-110): Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations

2 CFR, Part 220 (OMB Circular A-21): Cost Principles for Educational Institutions

2 CFR, Part 225 (OMB Circular A-87): Cost Principles for State, Local and Indian Tribal Governments

2 CFR, Part 230 (OMB Circular A-122): Cost Principles for Non-Profit Organizations

GRANT WEB SITES

The following is a list of helpful references about EPA's grants:

Region 7's Grants Web site:
www.epa.gov/region7/economics

EPA Headquarters' Grants Web site:
www.epa.gov/ogd

Purdue University's EPA Grant Writing Tutorial:
www.purdue.edu/envirosoft/grants.html

REGION 7 CONTACTS

Grants Management Officer:

Karen Sherrill	913-551-7461

Grant Specialists:

Connie Allen	913-551-7363
Rob Bukaty	913-551-7846
Jennifer Erickson	913-551-7997
Rochelle Gibson	913-551-7696
Marc Kingston	913-551-7407
Jacob Nicholls	913-551-7393
Annora Ogletree	913-551-7233
Christine Schmaltz	913-551-7116
Debbie Titus	913-551-7712

State & Tribal Representatives:

Iowa	Connie Allen
Kansas	Debbie Titus
Missouri	Rob Bukaty
Nebraska	Christine Schmaltz
Tribal Nations	Rochelle Gibson

Disadvantaged Business Coordinator:

Chester Stovall	913-551-7549

EPA's Las Vegas Financial Center:

Anedia Feaster	702-798-2411

Region 7 Grants Management Office

U.S. Environmental Protection Agency, Region 7
901 North 5th Street
Kansas City, KS 66101

Toll-Free: 1-800-223-0425

AUGUST 2009

Each fiscal year, EPA awards about $4 billion in grants, which constitutes more than one-half of the Agency's budget. On average, Region 7 awards more than $210 million of these funds per fiscal year. This funding is a key mechanism with which EPA protects the environment and human health, in concert with states, local governments, tribes, educational institutions, and nonprofit organizations.

EPA's environmental statutes are the legal basis for funding assistance agreements. EPA's assistance agreement programs are listed in the Catalog of Federal Domestic Assistance (CFDA). Currently, there are more than 100 assistance programs listed. These programs can be viewed at: www.cfda.gov

HOW GRANTS ARE PROCESSED

It is the goal of Region 7's Grants Management Office to award all assistance agreements within 60 calendar days (90 days for Superfund awards). This time frame begins when the complete, formal application for assistance is received in the Grants Management Office. Once the application is accepted, it is reviewed and processed by the assigned Grant Specialist and Project Officer. Then, the award document is prepared and submitted to the Grants Management Officer for signature. Once signed, the grant enters a seven-day waiting period, during which time it is reviewed by the congressional office corresponding to the congressional district named on the application for assistance.

When congressional notification is complete, the award is packaged and sent to the recipient for review and acceptance, requiring the signature of the organization's authorized representative. (The recipient will not be notified of the award until congressional notification has passed.) Finally, the countersigned grant award document is returned to EPA Region 7 where the grant is finalized.

During the recipient's review and acceptance period, EPA's Las Vegas Financial Center will simultaneously send accounting and payment information for the grant. Any questions concerning such activity should be directed to the Las Vegas contact located in the REGION 7 CONTACTS section of this brochure.

IMPORTANT INFORMATION ON MANAGING YOUR GRANT

Understanding the terms and conditions (T&Cs) of the grant agreement and maintaining contact with your Grant Specialist and Project Officer are the most crucial aspects of proper grant management.

Read the terms and conditions of your grant before signing the grant award agreement. The T&Cs detail what is required during the life of the grant, including important information about **reporting requirements** and their **respective due dates**. In particular, be sure to check reporting requirements for Minority/Women Business Enterprise Utilization reports, Financial reports, and Program Progress reports.

There are two types of terms and conditions: administrative and programmatic. Questions about administrative T&Cs should be directed to the Grant Specialist. Questions about programmatic T&Cs should be directed to the Project Officer. The Grant Specialist and Project Officer for your grant will be identified on the front page of your grant award agreement.

GRANT REFERENCES AND STATUTES

The terms and conditions of your award are direct requirements under the statute(s), section(s) of the Code of Federal Regulations (CFR), Title 40, and any program guidance applicable to the grant. This information is located on Page 2 of the grant award agreement. To reference the regulations governing your award, please visit:

40 CFR: Protection of the Environment: www.epa.gov/lawsregs/search/40cfr.html

2 CFR: Grants Management Circulars: www.whitehouse.gov/omb/grants_circulars

We recommend you become familiar with the regulations that are applicable to your organization:

40 CFR, Part 30: Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations

40 CFR, Part 31: Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

Gibson, Lisa

From: Petersen, Robert
Sent: Monday, October 19, 2009 8:00 AM
To: Grants, Grants
Cc: Baysinger, Cherri; Puckett, Barbara; Hand, Mindy
Subject: EPA NGA's

The three NGA's received from EPA for Madison County (2) and the supplemental funding for the SIRG grant have been reviewed by the programs and are accepted as issued. I will bring the documents back this morning for your routing for signatures.

CONFIDENTIALITY STATEMENT
This electronic communication is from the Missouri Department of Health and Senior Services and is confidential, privileged and intended only for the use of the recipient named above. If you are not the intended recipient or the employee or agent responsible for delivering this information to the intended recipient, unauthorized disclosure, copying, distribution or use of the contents of this transmission is strictly prohibited. If you have received this message in error, please notify the sender immediately at the following email address robert.petersen@dhss.mo.gov or by calling 573-751-0162.