1. DATE ISSUED  MM/DD/YYYY  09/24/2018
2. CFDA NO.  93.071
3. ASSISTANCE TYPE  Formula grant

NOTICE OF AWARD

Department of Health and Human Services
Administration For Community Living
CIP - MIPPA Project Grants
330 C Street, SW
330 C Street, SW
Washington, DC 20201

NOTICE OF AWARD
AUTHORIZATION (Legislation/Regulations)
The Medicare Improvements for Patients and Providers Act of 2008 – Section 119, Public Law (PL) 110-275 as amended by the Patient Protection

1a. SUPERSEDES AWARD NOTICE dated

Tanielle Chandler, Grants Management Officer
GRANTS MANAGEMENT OFFICIAL:

This action is issued as a new award for the period project identified in box 6 and approves the federal amount on line 12d for the budget period identified in box 7.
STANDARD TERMS

1. Standard Administrative Terms

This award is paid by DHHS Payment Management System (PMS). Please go to https://pms.psc.gov/ for payment and reporting information.

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 term, go to https://www.acl.gov/grants/managing-grant#4.

Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. Also, the general provisions from “The Consolidated Appropriations Act, 2018,” Pub. L. No 115-141, signed into law on March 23, 2018, apply to this award and can be found on the ACL website: https://www.acl.gov/grants/managing-grant#

Initial expenditure of funds by the grantee constitutes acceptance of this award. Any future support is subject to the availability of funds and programmatic priorities.

Grantees are hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled “Pilot Program for Enhancement of Contractor Whistleblower Protections,” of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2, 2013), applies to this award. The effective date is for all grants and contracts issued on or after July 1, 2013, through January 1, 2017.

Salary Limitation:

The General Provisions in Division H, § 202, of the Consolidated Appropriations Act, 2018 (P.L. 115-141), includes provisions for a salary rate limitation. The law limits the salary amount that may be awarded and charged to ACL grants and cooperative agreements. Award funds may not be used to pay the salary of an individual at a rate in excess of Executive Level II. The Executive Level II salary of the Federal Executive Pay scale is $189,600. This amount reflects an individual’s base salary exclusive of fringe and any income that an individual may be permitted to earn outside of the duties to the applicant organization. This salary limitation also applies to subawards/subcontracts under an ACL grant or cooperative agreement. Note that these or other salary limitations will apply in FY 2018, as required by law.

DOMA: Implementation of United States v. Windsor and Federal Recognition of Same-Sex Spouses/Marriages:


A standard term and condition of award will be included in the final Notice of Award (NoA) that states: "In any grant-related activity in which family, marital, or household considerations are, by statute or regulation, relevant for purposes of determining beneficiary eligibility or participation, grantees must treat same-sex spouses, marriages, and households on the same terms as opposite-sex spouses, marriages, and households, respectively. By "same-sex spouses," HHS means individuals of the same sex who have entered into marriages that are valid in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By
"same-sex marriages," HHS means marriages between two individuals validly entered into in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By "marriage," HHS does not mean registered domestic partnerships, civil unions or similar formal relationships recognized under the law of the jurisdiction of celebration as something other than a marriage.

Federal Awardee Performance and Integrity Information System (FAPIIS):

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

Federal Financial Accountability and Transparency Act (FFATA):

The Federal Financial Accountability and Transparency Act (FFATA) requires data entry at the FFATA Subaward Reporting System located at http://www.FSRS.gov for all sub-awards and sub-contracts issued for $25,000 or more as well as addressing executive compensation for both grantee and sub-award organizations. Additional guidance is located at: http://www.acl.gov/Funding_Opportunities/Grantee_Info/FFATA.aspx

ACL discretionary grantees are required to use GrantSolutions (GS) for their end to end grants management services (tracking and receiving various award actions, submitting financial and progress reports, general correspondence, requests etc.). The grantee authorizing official identified in box 10a., and grantee project director identified in box 9b., must ensure they are registered with GS and have the appropriate role assigned to them by their organization. Please follow the GS grantee account registration information located at the following URL: https://www.grantsolutions.gov/support/registration.html. If you are unable to register or have questions associated with registration, contact your Grants Management Specialist (GMS).

REPORTING REQUIREMENTS

1. MIPPA Performance Reporting Requirements

All successful applicants under this announcement must comply with the following reporting and review activities:

• Submit program data via the SHIP Tracking and Referral System (STARS):
  • Grantees must report data for all MIPPA program activities including any outreach conducted to the public as well as one-on-one assistance provided to beneficiaries, their families, and/or caregivers. All data must be submitted, at a minimum, on a monthly basis.
  • All monthly data shall be submitted by the end of the month following the close of the reporting period. For example, all data from the month of October would be due
November 30th.

- Since many ZIP Codes cross county lines, ACL is requiring that the client county of residence be collected.
- All required data must be submitted accurately, completely, and on time, and in the format specified by ACL. All reports shall be completed according to instructions distributed by ACL for grantees that directly enter data into the SHIP Data System and for grantees with proprietary systems that submit data through API (application programming interface). Contact-level encounter-data must be submitted for client contacts and event-level data for public and media activities. Technical consultation on report completion will be available through the ACL SHIP data system Contractor or the ACL designated MIPPA Project Officer.
- States using a proprietary system (and all proprietary agencies operating within a state) must submit data into a fully compliant data system reflecting SHIP Data System specifications, with no unresolved preprocessor errors as a condition of eligibility for the reporting of performance data.

- Submit MIPPA semi-annual narrative progress report to ACL. The report shall include details regarding the progress made toward achieving the goals, outcomes, key objectives, and major tasks/action steps established in the state plan. Find the instructions in the Current Guidelines for Preparing Performance Reports for Grants (PDF, 68KB). The mid-term narrative progress report must be submitted through www.grantsolutions.gov. The semi-annual narrative progress report covers the following periods:
  - September 30th through March 31st – due April 30th
  - April 1st through September 29th – due October 31st

- A final narrative report will be due at the end of the grant period. This final report will replace the last semi-annual narrative and must cover the entire life of the grant. The final narrative report is due 90 days after the end of the award (December 29th, 2020).

- **Products.** At any phase of the project period, the recipient shall deliver to the Administration for Community Living (ACL) upon request, any materials, systems or other items developed, refined, or enhanced under the grant award. The recipient agrees that ACL shall have royalty-free, non-exclusive, and irrevocable rights to reproduce, publish, or otherwise use and authorize others to use the items for Federal Government purposes.

- **Publications.** On all publications funded solely or in part by MIPPA funds, the recipient shall include the express acknowledgement, “This project was supported, in part by grant number 90XXXX###, from the U.S. Administration for Community Living, Department of Health and Human Services, Washington, D.C. 20201. Grantees undertaking project with government sponsorship are encouraged to express freely their findings and conclusions. Points of view or opinions do not, therefore, necessarily represent official ACL policy.”
Financial Reporting

All grantees must use the Federal Financial Report (SF-425) form at: https://www.grants.gov/forms/post-award-reporting-forms.html. The SF-425 form is downloadable as a PDF. Complete all lines as appropriate, sign and date and upload to GrantSolutions as a "grant note".

Grantees are required to submit semi-annual Federal Financial Report (SF-425), which are due 30 days following each six month reporting period. Semi-annual reporting periods are as follows:

- September 30th through March 31st – due April 30th
- April 1st through September 29th – due October 31st

Final financial reports must be submitted within 90 calendar days from the end of the project period.

Payment Management System (PMS)

Grantees are required to complete the FFR-Federal Cash Transaction Report (FCTR) in PMS which are due within 30 days after the end of each calendar quarter. The due dates are as follows:

- 10/01 – 12/31 due by 01/31
- 01/01 – 03/31 due by 04/30
- 04/01 – 06/30 due by 07/30
- 07/01 – 09/30 due by 10/30