

1. DATE ISSUED MM/DD/YYYY 07/19/2017 | 2. CFDA NO. 93.240 | 3. ASSISTANCE TYPE Cooperative Agreement

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

CDC Office of Financial Resources

2920 Brandywine Road
Atlanta, GA 30341

NOTICE OF AWARD

AUTHORIZATION (Legislation/Regulations)
CERCLA SEC 104(I)(1)(E)(15)SARA42USC9604

1a. SUPERSEDES AWARD NOTICE dated 03/29/2017
except that any additions or restrictions previously imposed remain
in effect unless specifically rescinded

4. GRANT NO. 6 NU61TS000273-01-01 Formerly | 5. ACTION TYPE Post Award Amendment

6. PROJECT PERIOD MM/DD/YYYY From 04/01/2017 Through 03/31/2020

7. BUDGET PERIOD MM/DD/YYYY From 04/01/2017 Through 03/31/2018

8. TITLE OF PROJECT (OR PROGRAM) ATSDR Partnership to Promote Localized Efforts to Reduce Environmental Exposure (APPLETREE) Program

9a. GRANTEE NAME AND ADDRESS Missouri Dept. of Health and Senior Services/DSS&R
920 Wildwood Dr
Community and Public Health-DUP
Jefferson City, MO 65109-5796

9b. GRANTEE PROJECT DIRECTOR Mr. Jonathan-l Garoutte
920 Wildwood Drive
Community and Public Health
Jefferson City, MO 65102-0570
Phone: 573-751-6102

10a. GRANTEE AUTHORIZING OFFICIAL Mr. Bret-6 Fischer
920 WILDWOOD DR
P.O. Box 570
Missouri Department of Health and Senior Services
JEFFERSON CITY, MO 65102-0570
Phone: 573-751-6014

10b. FEDERAL PROJECT OFFICER Mr. Trent LeCoultre
4770 Buford Hwy
Atlanta, GA 30341-3717
Phone: 770.488.3799

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)

I Financial Assistance from the Federal Awarding Agency Only		I
II Total project costs including grant funds and all other financial participation		
a. Salaries and Wages	190,064.00	
b. Fringe Benefits	95,032.00	
c. Total Personnel Costs	285,096.00	
d. Equipment	0.00	
e. Supplies	2,805.00	
f. Travel	15,604.00	
g. Construction	0.00	
h. Other	9,550.00	
i. Contractual	0.00	
j. TOTAL DIRECT COSTS →	313,055.00	
k. INDIRECT COSTS	67,283.00	
l. TOTAL APPROVED BUDGET	380,338.00	
m. Federal Share	380,338.00	
n. Non-Federal Share	0.00	

12. AWARD COMPUTATION

a. Amount of Federal Financial Assistance (from item 11m)	380,338.00
b. Less Unobligated Balance From Prior Budget Periods	0.00
c. Less Cumulative Prior Award(s) This Budget Period	380,338.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	0.00
13. Total Federal Funds Awarded to Date for Project Period	380,338.00

14. RECOMMENDED FUTURE SUPPORT

(Subject to the availability of funds and satisfactory progress of the project):

YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

- a. DEDUCTION
- b. ADDITIONAL COSTS
- c. MATCHING
- d. OTHER RESEARCH (Add / Deduct Option)
- e. OTHER (See REMARKS)

b

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

- a. The grant program legislation
- b. The grant program regulations.
- c. This award notice including terms and conditions, if any, noted below under REMARKS.
- d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICIAL: **Ralph U Robinson**

17. OBJ CLASS 41.51	18a. VENDOR CODE	18b. EIN	19. DUNS 878092600	20. CONG. DIST. 03	
FY-ACCOUNT NO.	DOCUMENT NO.	CFDA	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
21. a. 7-939ZUPY	b. 17NU61TS000273	c. 93.240	d. TS	e. \$0.00	f. 75-17-0944
22. a.	b.	c.	d.	e.	f.
23. a.	b.	c.	d.	e.	f.

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Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

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Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
04/01/2017	03/31/2018	Annual	06/29/2018
04/01/2018	03/31/2019	Annual	06/29/2019
04/01/2019	03/31/2020	Annual	06/29/2020

AWARD ATTACHMENTS

Missouri Dept. of Health and Senior
Services/DSS&R

6 NU61TS000273-01-01

1. TERMS AND CONDITIONS

Notice of Funding Opportunity (NOFO) Number: **TS17-1701**
Award Number: **1 NU61TS000273-01-01**
Award Type: Cooperative Agreement
Applicable Regulations: 45 Code of Federal Regulations (CFR) Part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards

45 CFR Part 75 supersedes regulations at 45 CF2R Part 74 and Part 92

AWARD INFORMATION

The purpose of this amended *Notice of Award* is to approve the Grantee's response to the *Summary Statement* submitted as required in the *Notice of Award* dated **March 29, 2017**. The *Response to the Summary Statement* submitted by the Grantee dated **April 27, 2017** was reviewed and found to be acceptable. Therefore, the *Summary Statement Response Requirement* noted in the *Notice of Award* has been satisfied.

Please be advised that the *Grantee* must exercise proper stewardship over Federal funds by ensuring that all costs charged to their award are allowable, allocable, necessary and reasonable.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the *Grants Management Officer (GMS)*.

CLOSEOUT REQUIREMENTS

Recipients must submit closeout reports in a timely manner. Unless the Grants Management Specialist/Grants Management Officer (GMS/GMO) approves a deadline extension the recipient must submit all closeout reports within 90 days of the period of performance end date. Reporting timeframe is **04/01/2017** through **03/31/2020**. Failure to submit timely and accurate final reports may affect future funding to the organization or awards under the direction of the same Project Director/Principal Investigator (PD/PI).

All manuscripts published as a result of the work supported in part or whole by the cooperative grant must be submitted with the performance progress reports.

The final and other programmatic reports required by the terms and conditions of the NoA are the following.

Final Performance Progress and Evaluation Report (PPER): This report should include the information specified in the NOFO and is submitted after solicitation from the GMS/GMO via www.grantsolutions.gov. At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims.
- Description of results (positive or negative) considered significant.
- List of publications resulting from the project, with plans, if any, for further publication.

Information collection initiated under this grant/cooperative agreement has been approved by the Office of Management and Budget under **OMB Number 0920-1132, "Performance Progress and Monitoring Report", Expiration Date 8/31/2019.**

Final Federal Financial Report (FFR, SF-425): The FFR should only include those funds authorized and actually expended during the timeframe covered by the report. The Final FFR, SF-425 is required and must be submitted to the GMO/GMS no later than 90 days after the period of performance end date. To submit the FFR, login to www.grantsolutions.gov, select "Reports" from the menu bar and then click on Federal Financial Reports.

This report must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. Should the amount not match with the final expenditures reported to the Department of Health and Human Services' Payment Management Services (PMS), you will be required to update your reports to PMS accordingly. Remaining unobligated funds will be de-obligated and returned to the U.S. Treasury.

If the final reports (FFR and PPER) cannot be submitted within 90 days after the end of the period of performance, in accordance with 45 CFR Part 75.381 (Closeout), the recipient must submit a letter requesting an extension that includes the justification for the delay and state the expected date the CDC Office of Grants Services will receive the reports. All required documents must be submitted to the business contact identified in CDC Staff Contacts.

Equipment Inventory Report: A complete inventory must be submitted with final PPER documents for all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. The inventory list must include the description of the item, manufacturer serial and/or identification number, acquisition date and cost, percentage of Federal funds used in the acquisition of the item. The recipient should also identify each item of equipment that it wishes to retain for continued use in accordance with 45 CFR Part 75. These requirements do apply to equipment purchased with non-federal funds for this program. The awarding agency may exercise its rights to require the transfer of equipment purchased under the assistance award referenced in the cover letter. CDC will notify the recipient if transfer to title will be required and provide disposition instruction on all major equipment. Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be used in projects or programs currently or previously sponsored by the Federal Government may be retained, sold, or otherwise disposed of, with no further obligation to the Federal Government. If no equipment was acquired under this award, a negative report is required.

Final Invention Statement: A Final Invention Statement must be submitted with the final PPER documents. Electronic versions of the form can be downloaded by visiting <http://grants1.nih.gov/grants/hhs568.pdf>. If no inventions were conceived under this assistance award, a negative report is required. This statement may be included in a cover letter.

CDC Staff Contacts and Responsibilities

Roles and Responsibilities: Grants Management Specialists/Officers (GMO/GMS) and Program/Project Officers (PO) work together to award and manage CDC grants and cooperative agreements. From the pre-planning stage to closeout of an award, grants management and program staff have specific roles and responsibilities for each phase of the grant cycle. The GMS/GMO is responsible for the business management and administrative functions. The PO is responsible for the programmatic, scientific, and/or technical aspects. The purpose of this factsheet is to distinguish between the roles and responsibilities of the GMO/GMS and the PO to provide a description of their respective duties.

Grants Management Specialist: The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards. Many of the functions described in the GMO section are performed by the GMS, on behalf of the GMO.

GMS Contact:

Jenise A. Yawn, Grants Management Specialist

Centers for Disease Control and Prevention

OD, Environmental, Occupational Health and Injury Prevention Services Branch

University Office Park Campus/Stanford Building/2nd Floor/#2032.B

2920 Brandywine Road, MS-E01

Atlanta, GA 30341

Telephone: 770.488.2720

Email: koy5@cdc.gov

Program/Project Officer: The PO is the federal official responsible for the programmatic, scientific, and/or technical aspects of grants and cooperative agreements including:

- The development of programs and NOFOs to meet the CDC's mission
- Providing technical assistance to applicants in developing their applications e.g. explanation of programmatic requirements, regulations, evaluation criteria, and guidance to applicants on possible linkages with other resources
- Providing technical assistance to recipients in the performance of their project
- Post-award monitoring of recipient performance such as review of progress reports, review of prior approval requests, conducting site visits, and other activities complementary to those of the GMO/GMS

Programmatic Contact:

Trent D. LeCoultré, Project Officer

Center for Disease Control and Prevention (CDC)
ATSDR, Division of Community Health Investigations
Chamblee/Building 106/5th Floor/RM. 5129
4770 Buford Highway, MS F59
Atlanta, GA 30341

Phone: 770.488.3799

Email: tl17@cdc.gov

Grants Management Officer: The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards including:

- Determining the appropriate award instrument, i.e.; grant or cooperative agreement
- Determining if an application meets the requirements of the NOFO
- Ensuring objective reviews are conducted in an above-the-board manner and according to guidelines set forth in grants policy
- Ensuring recipient compliance with applicable laws, regulations, and policies
- Negotiating awards, including budgets
- Responding to recipient inquiries regarding the business and administrative aspects of an award
- Providing recipients with guidance on the closeout process and administering the closeout of grants
- Receiving and processing reports and prior approval requests such as changes in funding, carryover, budget redirection, or changes to the terms and conditions of an award
- Maintaining the official grant file and program book

The GMO is the only official authorized to obligate federal funds and is responsible for signing the NoA, including revisions to the NoA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

GMO Contact:

Ralph Robinson, Grants Management Officer

Center for Disease Control and Prevention (CDC)
OD, Environmental, Occupational Health and Injury Prevention Services Branch
University Office Park Campus/Stanford Building/2nd Floor/Room 2036
2960 Brandywine Road, MS-E01
Atlanta, GA 30341

Phone: 770.488.2441

Email: inp2@cdc.gov