

1. DATE ISSUED MM/DD/YYYY 09/06/2018	2. CFDA NO. 93.240	3. ASSISTANCE TYPE Cooperative Agreement
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DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

CDC Office of Financial Resources

2920 Brandywine Road  
Atlanta, GA 30341

1a. SUPERSEDES AWARD NOTICE dated 06/14/2018  
except that any additions or restrictions previously imposed remain  
in effect unless specifically rescinded

4. GRANT NO. 6 NU61TS000273-02-03 Formerly	5. ACTION TYPE Post Award Amendment
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6. PROJECT PERIOD MM/DD/YYYY From 04/01/2017	Through 03/31/2020
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7. BUDGET PERIOD MM/DD/YYYY From 04/01/2018	Through 03/31/2019
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**NOTICE OF AWARD**  
AUTHORIZATION (Legislation/Regulations)  
CERCLA SEC 104(I)(1)(E)(15)SARA42USC9604

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

9a. GRANTEE NAME AND ADDRESS  
HEALTH AND SENIOR SERVICES, MISSOURI DEPARTMENT OF  
Alternate Name: MISSOURI STATE DEPT/ HEALTH & SENIOR SRV  
920 WILDWOOD DR  
JEFFERSON CITY, MO 65109-5796

9b. GRANTEE PROJECT DIRECTOR  
Mr. Jeff Wenzel  
930 Wildwood Dr  
Jefferson City, MO 65109-5796  
Phone: 573-526-4911

10a. GRANTEE AUTHORIZING OFFICIAL  
Ms. Tonya R Loucks  
920 WILDWOOD DR  
Business Official  
JEFFERSON CITY, MO 65109-5796  
Phone: 573-751-6014

10b. FEDERAL PROJECT OFFICER  
Mr. Trent LeCoutre  
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	<input type="checkbox"/>
II Total project costs including grant funds and all other financial participation	<input checked="" type="checkbox"/>
a. Salaries and Wages .....	190,633.00
b. Fringe Benefits .....	101,035.00
c. Total Personnel Costs .....	291,668.00
d. Equipment .....	0.00
e. Supplies .....	21,449.00
f. Travel .....	14,125.00
g. Construction .....	0.00
h. Other .....	41,470.00
i. Contractual .....	0.00
j. TOTAL DIRECT COSTS →	368,712.00
k. INDIRECT COSTS	62,417.00
l. TOTAL APPROVED BUDGET	431,129.00
m. Federal Share	431,129.00
n. Non-Federal Share	0.00

12. AWARD COMPUTATION			
a. Amount of Federal Financial Assistance (from item 11m)		431,129.00	
b. Less Unobligated Balance From Prior Budget Periods		50,791.00	
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		760,676.00	
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. 3		d. 6	
b. 4		e. 7	
c. 5		f. 8	
15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:		<input type="checkbox"/> b	
a.	DEDUCTION		
b.	ADDITIONAL COSTS		
c.	MATCHING		
d.	OTHER RESEARCH (Add / Deduct Option)		
e.	OTHER (See REMARKS)		
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING 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 OFFICER 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
21. a. 8-939ZUPY	b. 17NU61TS000273	c. 93.240	d. TS	e. \$0.00
22. a. 7-939ZUPY	b. 17NU61TS000273	c. 93.240	d. TS	e. \$0.00
23. a.	b.	c.	d.	e.

NOTICE OF AWARD (Continuation Sheet)

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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
<b>Total</b>	\$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 STATE DEPT/ HEALTH & SENIOR SRV

6 NU61TS000273-02-03

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1. TERMS AND CONDITIONS\_TS273

## AWARD INFORMATION

**Carryover:** The purpose of this amended *Notice of Award* is to approve carryover of unobligated funds in the amount of **\$50,791.97** from budget period **YR01** to budget period **YR02**. This is in response to a request submitted by your organization dated **August 14, 2018**. These funds have been distributed as indicated in the approved budget of this Notice of Award.

Unobligated funds in the amount of **\$50,791** have been applied to this award. Please note that if the actual amount of available unobligated funds is less than the amount used in this action, the total approved budget may be reduced by the difference in a subsequent award action, thus reducing the amount of the current award.

These funds are approved for the current year budget period only with no commitment for continued support in future budget periods.

Please be advised that the *Recipient* 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 (GMO)*.

## 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/2<sup>nd</sup> Floor/#2032.B

2920 Brandywine Road, MS-E01

Atlanta, GA 30341

**Telephone:** 770.488.2720

**Email:** [koy5@cdc.gov](mailto: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. LeCoulre, Project Officer**

Centers for Disease Control and Prevention

ATSDR, Division of Community Health Investigations

Chamblee/Building 106/5<sup>th</sup> Floor/RM.5129

4770 Buford Highway, MS-F59

Atlanta, GA 30341

Telephone: (770) 488.3799

Email: [tll7@cdc.gov](mailto:tll7@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**

Centers for Disease Control and Prevention

OD, Environmental, Occupational Health and Injury Prevention Services Branch

University Office Park/Stanford Building/2<sup>nd</sup> Floor/RM. 2056

2920 Brandywine Road, MS-E01

Atlanta, GA 30341

Telephone: (770) 488.2441

Email: [inp2@cdc.gov](mailto:inp2@cdc.gov)