



ADMINISTRATION FOR
CHILDREN & FAMILIES

**ADMINISTRATION FOR CHILDREN AND FAMILIES
ADMINISTRATION ON CHILDREN, YOUTH AND FAMILIES
CHILDREN'S BUREAU
CHILDREN'S JUSTICE ACT GRANT**

Catalog of Federal Domestic Assistance (CFDA) Program No. 93.643

Program Specific Terms and Conditions for State and Territory Grantees

By acceptance of this award, the State or Territory agrees to comply with the terms and conditions detailed below. Failure to comply with these terms and conditions may result in the loss of Federal funds and may be considered grounds for the suspension or termination this grant. **This terms and conditions stand alone and referring to the General Terms and Conditions for program operation is not necessary.**

This award is subject to the following terms, conditions and provisions:

PROGRAM STANDARDS

1. The provisions of Section 107 of the Child Abuse Prevention and Treatment Act and the Victims of Crime Act of 1984, as amended.

ADMINISTRATIVE REQUIREMENTS

2. The following regulations from Title 45 of the Code of Federal Regulations (CFR):

45 CFR Part 75- Uniform Administrative Requirement, Cost Principles and Audit Requirements for HHS Awards
45 CFR Part 97 – Consolidation of Grants to Insular Areas

3. The following Circulars from the Office of Management and Budget (OMB):

OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments
OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations and the **Single Audit Act of 1984,** as amended.

FINANCIAL REPORTING

Federal funds awarded through these grants must be expended for the purposes for which they were awarded and within the time period allotted, in accordance with the deadlines discussed below.

4. **Funding (Project) Period/Obligation Deadline.** The grantee must submit an annual Financial Status Report, using Standard Form 425, within 90 days of the end of each 12 months of the three-year obligation/liquidation period.

5. **Liquidation Deadline.** The Grantee has 90 days to liquidate funds for services that were provided by the end of the obligation/liquidation period (September 30).
6. **Financial Reporting. Form SF-425, “Federal Financial Report.”**
7. **Submission Schedule. Annual.** Each annual report must be submitted with 90 days following the end of each Federal Fiscal Year (December 30).
 - a. The 1st Interim report is due 90 days after the end of Federal Fiscal Year one;
 - b. Following the 2nd Interim report is due 90 days after the end of Federal Fiscal Year 2;
 - c. A Final report (cumulative, covering the entire 3-year project period) is due 90 days after the end of Federal Fiscal Year 3.
8. Any Federal funds not obligated or liquidated by the end of the obligation/liquidation period will recouped by this Department.
9. Failure to submit financial reports on time may be a basis for withholding financial payments, or the suspension or termination of the grant.
10. **Submission Methodology.** (See General Terms and Conditions on the website at <https://www.acf.hhs.gov/grants/terms-and-conditions>)

PROGRAM PROGRESS REPORTING

11. Grantees must submit annual Program Performance Reports to report the coordination, training and technical assistance needs assessment, and comprehensive planning activities carried out, and public information and education services provided. The annual reports must also provide an assessment of the effectiveness of the grant supported activities. Program Performance Reports should be submitted to:

Administration for Children, Youth and Families
Office on Child Abuse and Neglect
330 C St., SW, 3rd Floor, Mail Stop 3127
Washington, DC 20024

Failure to submit these reports on time may be a basis for withholding payments, suspension or termination of the grant.