



ADMINISTRATION FOR
CHILDREN & FAMILIES

ADMINISTRATION FOR CHILDREN AND FAMILIES
ADMINISTRATION ON CHILDREN, YOUTH AND FAMILIES
CHILDREN'S BUREAU
COMMUNITY-BASED CHILD ABUSE PREVENTION
Catalog of Federal Domestic Assistance (CFDA) Program No. 93.590

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 Title II of Child Abuse Prevention and Treatment Act (CAPTA) including all approved amendments or revisions.

ADMINISTRATIVE REQUIREMENTS

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

45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles and Audit Requirements for HHS Awards;
45 CFR Part 97 – Consolidation of Grants to the 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.

4. Federal funds awarded under this grant must be matched at 20% of the total expenditures. The non-Federal share is subject to the same rules of allowability, reasonableness and necessity that apply to the Federal share. The non-Federal share must be accounted for on the financial status report (SF-425).

FINANCIAL MANAGEMENT

5. Federal funds awarded under this grant program must constitute no more than **80 percent** of total program expenditures. The remaining **20 percent** of program expenditures must be derived from non-Federal sources, including State funds, local funds or cash or in-kind contributions.
6. Federal funds awarded under this program must not be used for construction or the purchase of land.

7. **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.
8. **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).
9. **Financial Reporting:** Form SF-425, “Federal Financial Report.”
10. **Submission Schedule: Annual.** Each annual report must be submitted with 90 days following the end of each Federal Fiscal Year.
 - a. An Interim report (covering Year 1 thru 2 of the project period) is due 90 days following the end of each Federal Fiscal Year 2;
 - b. A Final report (cumulative, covering the entire 3-year project period) is due 90 days following the end of Federal Fiscal Year 3.
11. Any Federal funds not obligated or liquidated by the end of the obligation/liquidation period will be recouped by this Department.
12. Failure to submit financial reports in the Online Data Collection system (OLDC) on time may be a basis for withholding financial payments, or the suspension or termination of the grant.
13. **Submission Methodology:** (See General Terms and Conditions on the website at <https://www.acf.hhs.gov/grants/terms-and-conditions>)

PROGRAM MANAGEMENT

14. The final program report must include all of the information listed above, and a Statement indicating how the lead agency, in conjunction with the inter-collaborative network, plans to continue to improve its system of child abuse and neglect prevention and the delivery of family resource and support services.
15. All program performance reports must adhere to the requirements set forth above and should be sent to:

Administration for Children, Youth and Families
Office on Child Abuse and Neglect
330 C Street, SW, 3rd floor
Washington, DC 20024

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