



ADMINISTRATION FOR
CHILDREN & FAMILIES

SUPPLEMENTAL TERMS and CONDITIONS

The **General Terms and Conditions** apply to all mandatory grant programs. These Supplemental Terms and Conditions are additional requirements applicable to the program named below.

By acceptance of awards for this program, the grantee agrees to comply with the requirements included in both the General and Supplemental Terms and Conditions for this program.

**Administration on Children, Youth, and Families (ACYF)
Family and Youth Services Bureau (FYSB)**

**FAMILY VIOLENCE PREVENTION AND SERVICES / DOMESTIC VIOLENCE
SHELTER AND SUPPORTIVE SERVICES**

Catalog of Federal Domestic Assistance (CFDA) Program No. 93.671

APPLICABLE LEGISLATION, STATUTE, REGULATIONS

1. The administration of this program is authorized under the Family Violence Prevention and Services Act.
2. The program is codified at 42 U.S.C. §10401, et seq.
3. The program-specific implementing regulations are located at 45 CFR Part 1370.
4. As applicable to insular areas identified under 45 CFR §97.11, the 45 CFR Part 97 – Consolidation of Grants applies to this program.
5. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards is located under 45 CFR Part 75. In accordance with 45 CFR §75.101 Applicability, this program must comply with 45 CFR Part 75 in its entirety. No exceptions were identified.
6. Additional applicable regulations and requirements can be found in the General Terms and Conditions for Mandatory: Formula, Block and Entitlement Grants.

COST SHARING OR MATCHING (NON-FEDERAL SHARE) OF PROGRAM FUNDING

7. *Applicable to State grantees only (not Tribes).* This program has a match requirement for subawardees. According to 42 U.S.C. §10406(c)(4), the non-Federal contribution required is **no less than \$1 for every \$5** (i.e., 20 percent) of Federal funds provided under the grant. The non-Federal contributions may be in cash or in-kind.
8. Federal funds shall be used to supplement not supplant other Federal, State, tribal, and local public funds expended to provide services and activities that promote the objectives of this program. See 42 U.S.C. §10406(c)(6).

FINANCIAL REPORTING

9. Federal funds awarded under this grant must be expended for the purposes which they were awarded and within the time period allotted.

10. States only. This program has an Administrative Cost requirement. According to 42 U.S.C. §10406(b)(1), each State may not use more than 5 percent of grant funds for State administrative costs.
11. The OMB approved Financial Reporting form for this program is the Financial Status Report SF-425. The SF-425 is due annually and no later than December 30 which is 90 days after the end of each project period. SF-425 must be submitted through the Payment Management System (PMS) at the Program Support Center (PSC).
12. Funding (project) period and obligation period. In accordance with 42 U.S.C. §10405(e), this program has a 2-year project/obligation period starting the first day of the Federal Fiscal Year, October 1, for which funds were awarded and ending the last day of the following Federal Fiscal Year, September 30. Any Federal funds not obligated by the end of the respective obligation period will be recouped by this Department.
13. Liquidation period. In accordance with 45 CFR §75.309(b), all obligated Federal funds awarded under this grant must be liquidated no later than 90 days after the end of the funding/obligation period. Any Federal funds not liquidated by December 30 will be recouped by this Department.

PROGRAM REPORTING

14. According to 45 CFR §1370.6, each entity must submit a Family Violence Prevention and Services Act (FVPSA) performance report as required by the Secretary. The performance report shall describe the activities that have been carried out, contain an evaluation of the effectiveness of such activities, and provide such additional information as required by the Secretary.
 - a. Insular Areas. Territories that consolidate FVPSA funds with other HHS funds, per 45 CFR Part 97, are not required to submit the annual FVPSA performance progress reports and programmatic assurances. However, if FVPSA funds are not consolidated, the reports are required for these entities.

REAL PROPERTY AND TANGIBLE PERSONAL PROPERTY REPORTING

15. The OMB approved Real Property and Tangible Personal Property Reporting is the following:
 - a. Real Property Reports (SF-429s). The SF-429 Real Property forms are not applicable to this program. Purchase, construction, and renovation are not an allowable activity or expenditure under this grant.
 - b. Tangible Property Report (SF-428s). The SF-428 Tangible Personal Property forms must be submitted as described in the General Terms and Conditions.

EFFECTIVE PERIOD

16. These program-specific Supplemental Terms and Conditions are effective on the date shown in the footer at the bottom of the page and will remain in effect until updated. They will be updated and reissued only as needed whenever a new program-specific statute, regulation or other requirement is enacted or whenever any of the applicable existing Federal statutes, regulations, policies, procedures or restrictions is amended, revised, altered, or repealed.

POINT OF CONTACT

17. Points of contact for additional information or questions concerning either the operation of the program or related financial or grant matters may be found on the Notice of Award.