



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)
Children's Bureau (CB)**

COMMUNITY-BASED CHILD ABUSE PREVENTION GRANTS
(STATES AND TERRITORIES)

Catalog of Federal Domestic Assistance (CFDA) Program No. 93.590

APPLICABLE LEGISLATION, STATUTE, REGULATIONS

1. The administration of this program is authorized under Title II of the Child Abuse Prevention and Treatment Act (CAPTA), Pub. L. 93-247, as amended.
2. The program is codified at 42 U.S.C. §5116 et. seq.
3. This program does not have program-specific implementing regulations. See the annual Program Instruction (e.g., [ACYF-CB-PI-20-07](#) issued March 12, 2020) describing requirements.
4. 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.
5. 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

6. The Federal Financial Participation (FFP) rate is 80 percent of the amount expended for the program.
7. The States and Territories are required to spend in cash, not in-kind, an amount equal to not less than 20 percent of the amount received for this program per Title II, Section 204(4), of the CAPTA (42 U.S.C. §5116d(4)).
8. Funds received under Title II of CAPTA will supplement, not supplant, other State and local public funds designated for the startup, maintenance, expansion, and redesign of community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect. See Title II, Section 204(5), of the CAPTA (42 U.S.C. §5116d(5)).

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. Financial Reporting form and submission.
 - a. The expenditure reporting form used is the SF-425 Federal Financial Report.
 - b. This report is submitted annually and must be submitted no later than December 30 - 90 days following the end of each Federal Fiscal year. SF-425 reports must be submitted each grant year funds are available: four interim reports covering year one thru four of the project period and a final report (cumulative) covering the entire project period.
 - c. These annual reports must be submitted electronically through the HHS Payment Management System (PMS).
11. Funding (project) period and obligation period. In accordance with 42 U.S.C. §5116b(c)(1), this program has a 3-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 second succeeding Federal Fiscal Year, September 30. Any Federal funds not obligated by the end of the respective obligation period will be recouped by this Department.
12. 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

13. The OMB approved Program Report form for this program is Program Progress Report (PPR). It is due annually, approximately 120 days after the end of the FY grant period—January 30. CB strongly encourages states to submit their annual program report before January 30th. These (annual) reports must be submitted to CB at CBCAP@acf.hhs.gov.

REAL PROPERTY AND TANGIBLE PERSONAL PROPERTY REPORTING

14. 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 major 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

15. 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.

POINTS OF CONTACT

16. 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.