



ADMINISTRATION FOR
CHILDREN & FAMILIES

SUPPLEMENTAL TERMS and CONDITIONS

The **General Terms and Conditions** apply to all mandatory grant programs and can be found at <https://www.acf.hhs.gov/grants/mandatory-formula-block-and-entitlement-grants>. 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)**

STEPHANIE TUBBS JONES CHILD WELFARE SERVICES
DISASTER RELIEF

Catalog of Federal Domestic Assistance (CFDA) Program No. 93.645

APPLICABLE LEGISLATION, STATUTE, REGULATIONS

1. The administration of this program is subject to:
 - a. The statutory requirements of the Disaster Relief Act of 2019 (Public Law 116-20).
 - b. Title IV, Part B, Subpart 1, Sections 421- 425 and 428, of the Social Security Act (the Act).
2. The program is codified at 42 U.S.C. §§621 - 625 and 628
3. The program-specific implementing regulations are located at 45 CFR Parts 1355 and 1357.
4. As applicable to insular areas identified under 45 CFR §97.11, all of 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.
7. As noted in the Program Instruction ACYF-CB-PI-20-01 for the CWS Disaster Relief funds (available on the Children's Bureau website at <https://www.acf.hhs.gov/cb/resource/pi2001>):
 - a. The funds must be spent in the geographic areas of states and/or tribal lands in which an eligible disaster declaration was made.

- b. Title IV-B agencies must use these funds to address the needs of children and families in the areas affected by the disasters and the child welfare workforce supporting them, consistent with the statutory program purposes of title IV-B, subpart 1, as described in section 421 of the Act, as follows:
- “...to promote State flexibility in the development and expansion of a coordinated child and family services program that utilizes community-based agencies and ensures all children are raised in safe loving families, by
- (1) protecting and promoting the welfare of all children;
 - (2) preventing the neglect, abuse, or exploitation of children;
 - (3) supporting at-risk families through services which allow children, where appropriate, to remain safely with their families or return to their families in a timely manner;
 - (4) promoting the safety, permanence, and well-being of children in foster care and adoptive families; and
 - (5) providing training, professional development and support to ensure a well-qualified child welfare workforce.”

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

8. Funds for this program are awarded with a **100 percent** Federal Financial Participation (FFP) rate for program costs, so there is no non-federal cost share required for this program.

FINANCIAL REQUIREMENTS

9. Federal funds awarded under these grants must be expended for the purposes for which they were awarded.
10. Each grantee’s fiscal and accounting procedures must be sufficient to permit the preparation of required reports and the tracing of expenditures to a level necessary to establish that Federal funds have not been used in violation of the terms and conditions.
11. Administrative Cap: The statutory limitation on use of CWS federal funds for administrative costs found in section 424(e) of the Act is not applicable to the CWS Disaster Relief award. There is no specific limit on the use of the CWS Disaster Relief Funds for administrative costs.
12. States only: May not spend more Federal funds received under this award (Disaster Relief Act) and the grantee’s regular fiscal year 2019 allotment under the Stephanie Tubbs Jones Child Welfare Services Program combined, for child care, foster care maintenance, and adoption assistance payments than the state expended for those purposes in FY 2005 (section 424(c) of the Act).

FINANCIAL REPORTING

13. CWS Disaster Relief funds should be tracked and accounted for separately to ensure compliance with specific requirements and allowances of the Disaster Relief Act. Federal funds awarded under this grant must be expended for the purposes for which they were awarded and within the time period allotted.
14. 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 the project period.
15. Obligation/Liquidation Deadline: The CWS Disaster Relief Funds must be used for expenditures made between the date of the covered storms and disasters in calendar years 2018 or 2019 and September 30, 2021. Funds must be liquidated no later than December 30, 2021. The law allows for funds to be used for obligations incurred prior to the date of the enactment of P.L. 116-20 on June 6, 2019, for child welfare activities related to the identified storms and disasters.

PROGRAM REPORTING

16. In accordance with 45 CFR §1357.15 and .16, a five-year *Child and Family Services Plan* or *Annual Progress and Service Report* and *CFS-101 forms* are required, no later than June 30 each year. These reports must establish goals and objectives for a five-year period, provide information on accomplishments and progress made during the previous fiscal year, and provide updates on program areas selected for improvement and other activities in the next year. These annual reports must be submitted to the appropriate ACF Regional Office. Updates on use of the CWS Disaster Relief funds must be included in the *Annual Progress and Service Report* submissions due on June 30, 2021, and June 30, 2022

EFFECTIVE PERIOD

17. These program-specific Supplemental Terms and Conditions are effective with the issuance of the awards (for Disaster Relief Funds Only) 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

18. 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.