



Grant Recipient Name: \_\_\_\_\_

State Fiscal Year: \_\_\_\_\_

### **CDVSA VICTIM SERVICES GRANT AWARD CONDITIONS**

In addition to the conditions, assurances, and requirements contained in the application, the Program agrees to the following conditions:

1. To abide by Council regulations [13 AAC 90](#), [13 AAC 95](#), [2 AAC 45.010](#), the provisions of the grant application, and the terms and conditions contained herein.
2. Grant awards are subject to the availability of spending authority by the Council to fund this grant and provided such spending authority is not revoked, rescinded, reduced, or withheld by the Office of Management and Budget. The Council will promptly provide the grantee written notice if funding under this award is revoked, rescinded, reduced, or withheld, and the effective date of such action ([13 AAC 95.090](#)).
3. The grant award will be available for program use only during the approved budget period given on the notification of grant award ([13 AAC 95.090](#)).
4. To expend funds awarded in this grant only for the purpose set forth in the approved grant application and in accordance with ALL applicable laws, regulations, and grant policies.
5. Before changing the service plan of a grant project, to submit the proposed changes in writing to the Council for approval. The Council will notify the grantee of its decision within 30 days after receipt of the proposed changes ([13 AAC 95.300\(a\)](#)).
6. A funded program may reallocate money between budget categories within the total budget of the grant project to meet unanticipated expenses necessary to the successful continuation or completion of the grant project, if the expenses are authorized under the terms of the grant. The funded program must receive approval from the Council before reallocating funding in a manner that would increase any single budget category by more than 10 percent of that category or by more than \$5,000, whichever is less. The funded program must notify the Council within 30 days after reallocating an amount not subject to the 10 percent/\$5000 condition ([13 AAC 95.300 \(d\)\(f\)](#)).
7. To comply with the requirements of the U.S. Civil Rights Act ([42 U.S.C. § 2000d](#) and [29 U.S.C. § 794](#)) and submit to the Council any finding of discrimination against the grantee by a federal or state court or federal or state administrative agency on the grounds of race, color, religion, national origin, or sex and to provide meaningful access to their programs



and activities to individuals who are Limited English Proficient. The grantee must have a signed Certification of Compliance on file. The grantee shall comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 ([34 U.S.C. § 10228 \(c\)\(1\)](#)); the Victims of Crime Act ([34 U.S.C. § 20110 \(e\)](#)); the Juvenile Justice and Delinquency Prevention Act of 2002 ([34 U.S.C. § 11182](#)); the Civil Rights Act of 1964 ([42 U.S.C. § 2000d](#)); the Rehabilitation Act of 1973 ([29 U.S.C. § 794](#)); the Americans with Disabilities Act of 1990 ([42 U.S.C. § 12132](#)); the Education Amendments of 1972 ([20 U.S.C. § 1681](#)); the Age Discrimination Act of 1975 ([42 U.S.C. § 6102](#)); the Department of Justice regulations on the Equal Treatment for Faith-Based organizations ([28 CFR Part 38](#)); and the Fair Housing Act as amended 1988 (Title VIII of the Civil Rights Act 1968- [42 U.S.C. § 3601-3619](#)). Further, the grantee shall not retaliate against individuals for acting or participating in action to secure rights protected by the laws referenced in this section.

8. **CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE:** Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (ACT), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per day and/or the imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.
  
9. **ENCOURAGEMENT OF POLICIES TO BAN TEXT MESSAGING WHILE DRIVING:** Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and sub-recipients ("sub-grantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.



10. To use accounting procedures to guarantee that commingling of each separate funding source (state and federal) with each other funding source does not occur.
11. No Council funds will be used for lobbying the State Legislature or U.S. Congress.
12. To gather outcome information for the following seven measures and report on these measures quarterly on a form provided by the Council:
  - i. I know more or different intervention strategies for safety than I did before;
  - ii. I know more about what resources and help are available to me and my family and how to access those resources;
  - iii. I know more about what services to access for my children;
  - iv. I feel less isolated since working with this program;
  - v. I better understand the impact of the crisis and trauma I experienced;
  - vi. I know more about my legal rights since working with this program; and,
  - vii. I have a better understanding of how the justice process works.
13. To submit financial and performance reports on scheduled dates as specified by the Council office ([13 AAC 95.240](#)). A final closeout report shall be furnished to the Council office no later than July 30. The following are required reports and requests:
  - i. Monthly reimbursement forms for all federal grant funding;
  - ii. Quarterly expenditure/revenue reports that include the expenditure narrative;
  - iii. Quarterly narrative reports that include the outcome measures tallies;
  - iv. Yearly equipment inventory report and update;
  - v. Data reports, as requested;
  - vi. Compliance report of findings from an onsite monitoring visit and/or a financial desk review received during the fiscal year; and
  - vii. Final report for federal funding sources, as requested.
14. Funds awarded in this grant may be suspended or terminated for violations of any terms and/or conditions of this grant award ([13 AAC 95.330](#)).
15. Funded programs that expend \$750,000 or more in federal funds (from all sources including pass-through subawards) in the organization's fiscal year shall have a single organization-wide audit conducted in accordance with the provisions of OMB Circular A-133. Funded programs that expend less than \$750,000 in federal awards are exempt from federal audit requirements for that year. Records must be available for review or audit by appropriate officials including the federal agency, pass-through entity, and the General Accounting Office.

Programs receiving \$750,000 or more in state funds are required to have a State single audit. Copies of all audit reports shall be sent directly to the Council as well as the Office of Management and Budget. State and federal single audit reports must be submitted no later than nine months after the fiscal year in which the \$750,000 in State



funds and \$750,000 in Federal funds was expended. The reports or a response as to why the organization cannot comply with the single audit requirements must be submitted directly to the Council and the Office of Management and Budget ([2 AAC 45.010](#)).

16. To provide and document a match equal to 15% of the CDVSA State funds that were awarded. The match is NOT to include other State funds. A definition of allowable match follows:

In-kind - "In-kind" match that is allowable would include volunteer services as defined below, facilities, equipment and supplies loaned or given to the program for its use during the fiscal year.

Volunteer assistance (a form of In-kind) - should be computed at a rate based on the specific service provided and the cost of that service in the community where the service is delivered. The service should be documented as well as the method for determining the rate used to calculate match. Only time donated for telephone support, referral information, office support, shelter support, community presentations and public relations, fundraising, court liaison, legal aid, safe home services, and other direct services to clients may be included. Board members' time devoted to activities defined as "volunteer" may be included but not time devoted to the regular meetings of the board itself.

Cash funds - funds in the form of cash from local or borough government, municipal revenue sharing and United Way, Tribal organizations, cash donations, membership dues, local funds, private foundations, and other local sources not attributable to the grant award made by the Council on Domestic Violence and Sexual Assault.

17. To provide and document required match for federal funds awarded through the Victims of Crime Act. See the VOCA grant award conditions for more specific information on allowable match.
18. To provide and document required match for federal funds awarded through the Family Violence Prevention and Services Act. See the FVPSA grant award conditions for more specific information on allowable match.
19. Federal Sexual Assault Services Program (SASP) funding does not require match. See the SASP grant award conditions for more specific information.
20. To coordinate with the Violent Crimes Compensation Board (VCCB) and assist eligible program participants in filing for violent crimes compensation.
21. To develop and abide by personnel policies that include procedures for screening and monitoring of staff or volunteers who work with children to enhance the safety and protection of the children.



22. The award recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. The CDVSA reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, for Federal or State Government purposes (and to authorize others to do so), the following:
- i. Any work subject to copyright that was developed under an award or sub-award; and
  - ii. Any work for which ownership was acquired under an award or sub-award.
- In addition, the recipient must obtain advance written approval from the CDVSA program manager assigned to this award, and must comply with all conditions specified by the program manager regarding that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.
23. All materials and publications resulting from award activities shall contain the CDVSA logo and a statement that funding was provided by a grant from CDVSA.
24. To provide regular training for all agency board members, regarding the CDVSA grant conditions and agency responsibilities to comply.
25. To assure that grant funds are not used to pay for the following ([13 AAC 95.140 \(g\)](#)):
- i. interest costs on loans;
  - ii. contingencies;
  - iii. lobbying;
  - iv. fines, penalties or bad debts;
  - v. contributions or donations; or
  - vi. entertainment, including luncheons, banquets, gratuities, or decorations.
26. To comply with and provide to the Council, within the specified timeline, all corrective documentation related to findings by an onsite monitoring visit and/or a financial desk review received during the fiscal year.
27. To assure that the grantee is compliant with the grant award conditions specified for the federal funds that are included in the CDVSA grant award. This grant may include funding from the following federal sources
- i. Victims of Crime Act (VOCA, OJP)
  - ii. Family Violence Prevention and Services Act (FVPSA, DHHS)
  - iii. Sexual Assault Services Program (SASP, OVW)



**CDVSA VICTIM SERVICES GRANT AWARD CONDITIONS SIGNATURE PAGE**

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above grant award conditions.

Grant Recipient Name: \_\_\_\_\_

Typed Name of Authorizing Official: \_\_\_\_\_

Position Title of Authorizing Official: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorizing Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of CDVSA Executive Director  
Council on Domestic Violence and Sexual Assault

\_\_\_\_\_  
Date