



## 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)**

### **CHILD ABUSE AND NEGLECT PREVENTION GRANTS**

Catalog of Federal Domestic Assistance (CFDA) Program No. 93.669

#### **APPLICABLE LEGISLATION, STATUTE, REGULATIONS**

1. The administration of this program is authorized under Title I, Section 106, of the Child Abuse Prevention and Treatment Act (CAPTA).
2. The program is codified at 42 U.S.C. §5101 et. seq.
3. This program does not have program-specific implementing regulations. See annual Program Instruction [ACYF-CB-PI-20-13](#), issued December 17, 2020, describing the requirements for the program.
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. This program has no matching or Maintenance of Effort (MOE) requirements.

#### **FINANCIAL REPORTING**

8. 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).
9. Funding (project) period and obligation period. This program has a 5-year project/obligation period starting the first day of the Federal Fiscal year, October 1, for which the funds were awarded and ending the last day, September 30 four years after the funding year. The 5-year obligation period includes the appropriation year plus 4 additional years.
10. Liquidation period. All obligated Federal funds awarded under this grant must be liquidated no later than 90 days past the end of the funding/obligation period. Any Federal funds not liquidated by December 30 will be recouped by this Department.

## **PROGRAM REPORTING**

11. As required by section 108(e) of CAPTA, each state receiving the grant must prepare an annual report describing how funds were used to address the purposes and achieve the objectives of the grant. This annual update is to be submitted by June 30 in conjunction with the state's Child and Family Services Plan or Annual Progress and Services Report (see 45 CFR §§ 1357.15 and .16). These OMB approved annual reports must be submitted to the appropriate ACF Regional Office.

## **REAL PROPERTY AND TANGIBLE PERSONAL PROPERTY REPORTING**

12. 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.

## **EFFECTIVE PERIOD**

13. 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**

14. 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.