



Contract Number

23-1072

SAP Number

## Department of Public Health

Department Contract Representative	Laura Edwards
Telephone Number	(909) 677-3929
Contractor	Department of Health and Human Services/Health Resources and Services Administration
Contractor Representative	Kristen Williams
Telephone Number	(301) 945-9789
Contract Term	1/1/2022 through 12/31/2024
Original Contract Amount	\$161,864
Amendment Amount	\$N/A
Total Contract Amount	\$161,864
Cost Center	9300081000

### Briefly describe the general nature of the contract:

Accept grant award (Award No. 5 H76HA00154-32-00) from the United States Department of Health and Human Services, Health Resources and Services Administration for the Ryan White Part C Outpatient Early Intervention Services Program in the amount of \$161,864 for the period of January 1, 2023 through December 31, 2023.

### FOR COUNTY USE ONLY

Approved as to Legal Form

Adam Ebright, Deputy County Counsel

Date Sep 12, 2023

Reviewed for Contract Compliance

Date

Reviewed/Approved by Department

Joshua Dugas (Sep 12, 2023 12:26 PDT)

Joshua Dugas, Director Public Health

Date Sep 12, 2023



**Department of Health and Human Services**  
Health Resources and Services Administration

Notice of Award  
FAIN# H7600154  
Federal Award Date: 11/28/2022

**Recipient Information**

1. **Recipient Name**  
SAN BERNARDINO COUNTY PUBLIC HEALTH DEPT  
351 N Mt View Avenue  
San Bernardino, CA 92415-0003
2. **Congressional District of Recipient**  
43
3. **Payment System Identifier (ID)**  
1956002748B1
4. **Employer Identification Number (EIN)**  
956002748
5. **Data Universal Numbering System (DUNS)**  
106376861
6. **Recipient's Unique Entity Identifier**  
PD18A8XKE7B6
7. **Project Director or Principal Investigator**  
Morena Garcia  
Public Health Program Manager  
Morena.Garcia@dph.sbcounty.gov  
(760)956-4457
8. **Authorized Official**  
Alvin Goh  
agoh@dph.sbcounty.gov  
(909)387-6293

**Federal Agency Information**

9. **Awarding Agency Contact Information**  
Whitney Watkins  
Grants Management Specialist  
Office of Federal Assistance Management (OFAM)  
Division of Grants Management Office (DGMO)  
wwatkins@hrsa.gov  
(301) 287-0153
10. **Program Official Contact Information**  
Kristin Williams  
HIV/AIDS Bureau (HAB)  
kwilliams@hrsa.gov  
(301) 945-9789

**Federal Award Information**

11. **Award Number**  
5 H76HA00154-32-00
12. **Unique Federal Award Identification Number (FAIN)**  
H7600154
13. **Statutory Authority**  
42 U.S.C. § 300ff-51-67; 300ff-121
14. **Federal Award Project Title**  
Ryan White Part C Outpatient EIS Program
15. **Assistance Listing Number**  
93.918
16. **Assistance Listing Program Title**  
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease
17. **Award Action Type**  
Noncompeting Continuation
18. **Is the Award R&D?**  
No

**Summary Federal Award Financial Information**

19. **Budget Period Start Date 01/01/2023 - End Date 12/31/2023**
20. **Total Amount of Federal Funds Obligated by this Action** \$161,864.00
  - 20a. Direct Cost Amount
  - 20b. Indirect Cost Amount
21. **Authorized Carryover** \$0.00
22. **Offset** \$0.00
23. **Total Amount of Federal Funds Obligated this budget period** \$161,864.00
24. **Total Approved Cost Sharing or Matching, where applicable** \$0.00
25. **Total Federal and Non-Federal Approved this Budget Period** \$161,864.00
26. **Project Period Start Date 01/01/2022 - End Date 12/31/2024**
27. **Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period** \$550,307.00

28. **Authorized Treatment of Program Income**  
Addition
29. **Grants Management Officer – Signature**  
Inge Cooper on 11/28/2022

**30. Remarks**



Notice of Award  
Award Number: 5 H76HA00154-32-00  
Federal Award Date: 11/28/2022

## HIV/AIDS Bureau (HAB)

<b>31. APPROVED BUDGET: (Excludes Direct Assistance)</b> <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation				<b>33. RECOMMENDED FUTURE SUPPORT:</b> (Subject to the availability of funds and satisfactory progress of project)																																															
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">YEAR</th> <th style="width: 50%;">TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">33</td> <td style="text-align: right;">\$388,443.00</td> </tr> </tbody> </table>		YEAR	TOTAL COSTS	33	\$388,443.00																																										
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<b>32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:</b> <table style="width: 100%;"> <tr> <td style="width: 80%;">a. Authorized Financial Assistance This Period</td> <td style="width: 20%; text-align: right;">\$161,864.00</td> </tr> <tr> <td>b. Less Unobligated Balance from Prior Budget Periods</td> <td></td> </tr> <tr> <td>    i. Additional Authority</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>    ii. Offset</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>c. Unawarded Balance of Current Year's Funds</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>d. Less Cumulative Prior Award(s) This Budget Period</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</td> <td style="text-align: right;">\$161,864.00</td> </tr> </table>				a. Authorized Financial Assistance This Period	\$161,864.00	b. Less Unobligated Balance from Prior Budget Periods		i. Additional Authority	\$0.00	ii. Offset	\$0.00	c. Unawarded Balance of Current Year's Funds	\$0.00	d. Less Cumulative Prior Award(s) This Budget Period	\$0.00	e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$161,864.00	<b>35. FORMER GRANT NUMBER</b> CSH901882																																	
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<b>36. OBJECT CLASS</b> 41.51				<b>37. BHCNIS#</b>																																															
<b>38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:</b> a. The program authorizing statute and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.																																																			
<b>39. ACCOUNTING CLASSIFICATION CODES</b>																																																			
FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE																																													
23 - 3770891	93.918	22H76HA00154	\$161,864.00	\$0.00	N/A	22H76HA00154																																													



## HRSA Electronic Handbooks (EBBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EBBs). Registration within HRSA EBBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EBBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EBBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

## Terms and Conditions

**Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.**

### Grant Specific Term(s)

1. 45 CFR Part 75 applies to all federal funds associated with the award. Part 75 has been effective since December 26, 2014. All references to prior OMB Circulars for the administrative and audit requirements and the cost principles that govern Federal monies associated with this award are superseded by the Uniform Guidance 2 CFR Part 200 as codified by HHS at 45 CFR Part 75.
2. This Notice of Award is issued based on HRSA's approval of the Non-Competing Continuation (NCC) Progress Report. All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EBBs) and approved by HRSA prior to implementation. Grantees under "Expanded Authority," as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See "Prior-Approval Requirements" in the DHHS Grants Policy Statement: <http://www.hrsa.gov/grants/hhsgrantspolicy.pdf>
3. The funds for this award are in a sub-account in the Payment Management System (PMS). This type of account allows recipients to specifically identify the individual grant for which they are drawing funds and will assist HRSA in monitoring the award. Access to the PMS account number is provided to individuals at the organization who have permissions established within PMS. The PMS sub-account code can be found on the HRSA specific section of the NoA (Accounting Classification Codes). Both the PMS account number and sub-account code are needed when requesting grant funds. **Please note that for new and competing continuation awards issued after 10/1/2020, the sub-account code will be the document number.**  
You may use your existing PMS username and password to check your organizations' account access. If you do not have access, complete a PMS Access Form (PMS/FFR Form) found at: <https://pmsapp.psc.gov/pms/app/userrequest>. If you have any questions about accessing PMS, contact the PMS Liaison Accountant as identified at:  
<http://pms.psc.gov/find-pms-liaison-accountant.html>
4. HRSA is operating under a Continuing Resolution; therefore, this award provides partial funding based on the continuation of FY 2023 program requirements, at FY 2022 funding levels, and specialized reporting requirements. Additions and revisions to these Terms and Conditions may be necessary once HRSA receives a final FY 2023 appropriation. A revised Notice of Award (NoA) will be issued to reflect any changes to funding amounts, Terms and Conditions, and/or reporting requirements.
5. Recipients must submit an annual Non-Competing Continuation (NCC) Progress Report via the HRSA EBBs 90 days prior to the budget period end date. Submission and HRSA approval of this NCC Progress Report triggers the budget period renewal and release of subsequent year funds. The report demonstrates recipient progress on program-specific goals and collects core performance measurement data to measure the progress and impact of the project.

### Standard Term(s)

1. Your organization is required to have the necessary policies, procedures, and financial controls in place to ensure that your organization complies with all legal requirements and restrictions applicable to the receipt of federal funding, per HRSA Standard Terms (unless otherwise specified on your Notice of Award), and Legislative Mandates. The effectiveness of these policies, procedures, and controls is subject to audit.

### Reporting Requirement(s)

1. **Due Date: Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 90 days after end of reporting period.**  
The recipient must submit, within 90 days after budget period end date, an annual Federal Financial Report (FFR). The report should reflect cumulative reporting within the project period of the document number. **All FFRs must be submitted through the Payment Management**

**System (PMS).** Technical questions regarding the FFR, including system access should be directed to the PMS Help Desk by submitting a ticket through the self-service web portal (**PMS Self-Service Web Portal**), or calling 877-614-5533.

**2. Due Date: Within 90 Days of Budget End Date**

Submit a Ryan White HIV/AIDS Program Expenditure Report by March 29, 2024.

**3. Due Date: 03/27/2023**

Submit the Ryan White Services Report (RSR) which consists of recipient, service provider, and patient level reports for the calendar year via the EHBs by 6:00 PM ET on the last Monday in March. See <https://hab.hrsa.gov/program-grants-management/data-reporting-requirements-and-technical-assistance> for additional information.

**Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.**

## Contacts

### NoA Email Address(es):

Name	Role	Email
Curt Hagman	Authorizing Official	curt.hagman@bos.sbcounty.gov
Jennifer Baptiste-Smith	Business Official	jbaptiste-smith@dph.sbcounty.gov
Alvin Goh	Authorizing Official	agoh@dph.sbcounty.gov
Morena Garcia	Program Director	morena.garcia@dph.sbcounty.gov

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (<https://pms.psc.gov/>).