

**SIGNATURE DOCUMENT FOR
HEALTH AND HUMAN SERVICES COMMISSION
CONTRACT NO. HHS000677400004
UNDER THE
ALTERNATIVES TO ABORTION PROGRAM**

I. PURPOSE

The Health and Human Services Commission (“System Agency”) and Human Coalition (“Grantee”) (each a “Party” and collectively the “Parties”) enter into the following grant contract (“Contract”) to provide funding for the Alternatives to Abortion (“A2A”) Program.

II. LEGAL AUTHORITY

This Contract is authorized by and in compliance with the provisions of Chapter 531 of the Texas Government Code and the 2020-21 General Appropriations Act House Bill (H.B.) 1, 86th Regular Session, 2019, Article II, Health and Human Services Commission, Strategy D.1.2 and Rider 80.

III. DURATION

The Contract is effective on September 1, 2020 and terminates on August 31, 2021 unless renewed, extended, or terminated pursuant to the terms and conditions of the Contract. System Agency, at its sole discretion, may extend this Contract for up to two additional two-year renewal periods.

IV. PERFORMANCE TARGETS

Grantee shall provide the following during Fiscal Year 2021:

- (1) A2A services to 23,735 unduplicated Clients

The Contract will be amended one or more times to reflect performance targets for subsequent fiscal years contingent on contract renewal.

Additionally, Grantee shall annually:

- (1) Increase the percentage of Alternatives to Abortion Clients referred to Nurse-Family Partnership who successfully enroll in Nurse-Family Partnership to at least 20 percent; and
- (2) Increase the percentage of Alternatives to Abortion Clients referred to Medicaid who successfully enroll in Medicaid to at least 20 percent.

V. BUDGET

The total budgeted amount for Fiscal Year 2021 is \$8,318,405.45

The Contract will be amended one or more times to budgeted amounts for subsequent fiscal years based on available funding and contingent on contract renewal.

All expenditures under the Contract shall be in accordance with **ATTACHMENT B, BUDGET**. This Contract is contingent upon the continued availability of funding. If funds become unavailable during the term of this Contract, System Agency may reduce the budget or terminate this Contract without penalty.

Indirect Cost Rate: The Grantee's acknowledged or approved Indirect Cost Rate ("ICR") is stated in **ATTACHMENT B, BUDGET** and **Attachment O, INDIRECT COST RATE LETTER**, either in the form of as an ICR Acknowledgement Letter, ICR Acknowledgement Letter – Ten Percent De Minimis, or an ICR Agreement Letter.

If an Indirect Cost Rate Letter is not issued at the time of Contract execution, the Parties agree to amend the Contract to include a revised **Attachment O, INDIRECT COST RATE LETTER** and a revised **ATTACHMENT B, BUDGET**.

If System Agency, at its sole discretion, approves or acknowledges an updated indirect cost rate, the new rate, together with a revised **ATTACHMENT B, BUDGET**, and a revised **ATTACHMENT O, INDIRECT COST RATE LETTER**.

Grantee will be paid on a combined administrative costs and direct Client services cost basis, where administrative costs must not exceed 10 percent of total expenditures and direct Client services costs must comprise at least 90 percent of total expenditures.

VI. STATEMENT OF WORK

6.1 Contractor must comply with all requirements set forth in **ATTACHMENT A, STATEMENT OF WORK** of this Contract.

6.2 In accordance with Section 2.6.11 of RFA HHS0006774, Optional Pilot-Projects, HHSC will notify Grantee of future pilot project opportunities. If such notice is provided and pilot projects authorized, HHSC will amend this Contract to include such pilot project requirements. Applications will be evaluated in accordance with the guidelines stated in the RFA.

VII. LEGAL NOTICES

Any legal notice required under this Contract shall be deemed delivered when deposited by the System Agency either in the United States mail, postage paid, certified, return receipt requested; or with a common carrier, overnight, signature required, to the appropriate address below:

System Agency

Health and Human Services Commission
4900 North Lamar Blvd., Mail Code 1100
Austin, Texas 78751
Attention: Office of the Chief Counsel

Grantee

Human Coalition

7800 N. Dallas Pkwy Suite 550

Plano, TX 75024

Attention: Joe Pagano

VIII. NOTICE REQUIREMENTS


Notice given by Grantee will be deemed effective when received by the System Agency. Either Party may change its address for notices by providing written notice to the other Party. All notices submitted to System Agency must:

- A. include the Contract number;
- B. be sent to the person(s) identified in the Contract; and,
- C. comply with all terms and conditions of the Contract.

SIGNATURE PAGE FOLLOWS

**SIGNATURE PAGE FOR SYSTEM AGENCY
CONTRACT NO. HHS000677400004**

SYSTEM AGENCY


DocuSigned by:

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Printed Name: Dee Budgewater

Title: Deputy Executive Commissioner

Date of Signature: August 28, 2020

GRANTEE

DocuSigned by:

E89F416308C7475...

Printed Name: Brian Fisher

Title: President

Date of Signature: August 28, 2020

**THE FOLLOWING ATTACHMENTS TO THIS SYSTEM AGENCY CONTRACT ARE HEREBY
INCORPORATED BY REFERENCE:**

- ATTACHMENT A – STATEMENT OF WORK**
- ATTACHMENT B – BUDGET**
- ATTACHMENT C – FORM F – TEXAS COUNTIES AND REGIONS SERVICE BY PROJECT**
- ATTACHMENT D – UNIFORM TERMS AND CONDITIONS – GRANTEE, VERSION 2.16.1**
- ATTACHMENT E – CONTRACT AFFIRMATIONS, VERSION 1.5**
- ATTACHMENT F – HHSC ADDITIONAL PROVISIONS**
- ATTACHMENT G – FEDERAL CERTIFICATION REGARDING LOBBYING**
- ATTACHMENT H – FEDERAL ASSURANCES FOR NON-CONSTRUCTION PROGRAMS**
- ATTACHMENT I – FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT**
- ATTACHMENT J – DATA USE AGREEMENT**
- ATTACHMENT K - ALTERNATIVES TO ABORTION PROGRAM SITE READINESS CHECKLIST**
- ATTACHMENT K1 - ALTERNATIVES TO ABORTION PROJECT SITES AND HOURS**
- ATTACHMENT L – SYSTEM AGENCY SOLICITATION NO. REQUEST FOR APPLICATIONS
(RFA) No. HHS0006774**

ATTACHMENT M – GRANTEE’S SOLICITATION RESPONSE TO RFA No. HHS0006774

**ATTACHMENT N– AFFIRMATIONS AND SOLICITATION ACCEPTANCE A2A
ACCEPTANCE FORM**

ATTACHMENT O – INDIRECT COST RATE XXX (CHOOSE ONE OF THE DOCUMENTS BELOW)

- **INDIRECT COST RATE ACKNOWLEDGEMENT LETTER**
- **INDIRECT COST RATE ACKNOWLEDGEMENT LETTER – TEN PERCENT DE MINIMIS**
- **INDIRECT COST RATE AGREEMENT**

ATTACHMENTS FOLLOW

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ATTACHMENT A

STATEMENT OF WORK

1. BACKGROUND

1.1 The Alternatives to Abortion (A2A) program provides a network of services that promote childbirth and supports a woman and her family through the early years of raising a baby. A2A is designed to:

- 1.1.1 Reduce abortions and improve pregnancy outcomes by helping women practice sound health-related behaviors and improve prenatal nutrition;
- 1.1.2 Improve child health and development by helping parents provide responsible and competent care for their children; and
- 1.1.3 Improve families' economic self-sufficiency by helping parents continue their education and find a job.

1.2 A2A programs are delivered through Grantees and their contracted Service Providers, including pregnancy centers, social service providers, adoption agencies, and residential care facilities for pregnant women. A2A services are available to any eligible Client seeking services from a contracted Service Provider. The A2A program provides:

- 1.2.1 Counseling, mentoring, educational information, and classes on: pregnancy, parenting, adoption, life skills, and employment readiness;
- 1.2.2 Material assistance, such as car seats, clothing, diapers, and formula;
- 1.2.3 Care coordination through referrals to government assistance programs and other social service programs;
- 1.2.4 Call-center for information or to schedule appointments; and
- 1.2.5 Housing and support services through maternity homes.

2. REQUIRED CORE CLIENT SERVICES

At a minimum, Grantee must provide the following Client services:

- 2.1 Counseling, mentoring, educational information, and classes on: pregnancy, parenting, adoption, life skills, and employment readiness;
- 2.2 Non-medical goods, such as car seats, clothing, diapers, and formula;
- 2.3 Care coordination through referrals to government assistance programs and other social service programs; and

2.4 Call-center for information or to schedule appointments.

2.5 Such services must be provided in the Texas counties specified in Attachment C, Form F – Texas Counties and Regions Service by Project.

3. OPTIONAL CLIENT SERVICES

3.1 Client services to be provided as part of this Contract may also include housing and support services through maternity homes.

4. NETWORK OF SERVICE PROVIDERS

4.1 Grantee must develop and maintain a network of eligible county-based Service Providers. Service Providers, at a minimum, must:

- 4.1.1 Hold nonprofit status;
- 4.1.2 Have a minimum of one year of operational experience providing one or more Client services outlined in Section 2 of this Attachment A;
- 4.1.3 Have a demonstrated understanding of the Health and Human Services Commission (HHSC) programs available to pregnant women, families, and their children, and be able to connect Clients to services;
- 4.1.4 Have as a fundamental part of its mission a commitment to promoting childbirth;
- 4.1.5 Have adequate accessible space to ensure private and confidential Client assessment and counseling;
- 4.1.6 Not charge fees for services provided; and
- 4.1.7 Have a documented process for Client intake, the continuum of care, Client satisfaction, and complaints.

4.2 Each Service Provider must deliver the Client services specified by the Grantee or offer statewide Client services with the goal of maximizing access to these services. Each individual Service Provider is not required to provide all A2A Client services outlined in Section 2 of this Attachment; however, Grantee is responsible for ensuring all core Client services are provided to Clients through their Service Provider(s) network. Additionally, Grantee is encouraged to ensure all core Client services are provided in every county the Grantee or Service Provider(s) offers services.

4.3 Grantee must screen and enroll Service Providers necessary to maintain a qualified service delivery network. Grantee must ensure all Service Provider staff are fully oriented and trained prior to their participation in the project. Grantee must provide ongoing training and oversight of Service Providers to ensure compliance with program requirements. Specific training requirements

are outlined in Section 5 of this Attachment.

5. Provide Orientation and Training

5.1 Grantee must ensure that all Service Providers and Grantee's staff performing duties are fully oriented to the program prior to providing services. Orientation and training must include, at a minimum, the following:

- 5.1.1 Meeting all requirements, procedures, policies, record keeping, and documentation obligations of the Project;
- 5.1.2 Meeting all obligations or restrictions associated with program participation and acceptance of public funds;
- 5.1.3 Maintaining nondiscrimination policies, privacy policies and practices consistent with, as applicable, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any other applicable laws.
- 5.1.4 Compliance with applicable obligations and restrictions associated with program participation and acceptance of public funds, including Charitable Choice Provisions Applicable to the Temporary Assistance for Needy Families Program (45 U.S. Code of Federal Regulations "CFR" Part 260, RIN 0970-AC12 of the U.S. Department of Health and Human Services Administration for Children and Families) website located at:
<https://yourtexasbenefits.hhsc.texas.gov/programs/tanf>.
- 5.1.5 Detailed information including eligibility criteria for the following government and social assistance programs:
 - 5.1.5.1 Medicaid;
 - 5.1.5.2 Children's Health Insurance Program ("CHIP");
 - 5.1.5.3 Supplemental Nutrition Assistance Program ("SNAP");
 - 5.1.5.4 TANF;
 - 5.1.5.5 Special Supplemental Nutrition Program for Women, Infants, and Children ("WIC");
 - 5.1.5.6 Early Childhood Intervention ("ECI");
 - 5.1.5.7 Nurse-Family Partnership ("NFP");
 - 5.1.5.8 Healthy Texas Women ("HTW");
 - 5.1.5.9 Primary Health Care ("PHC");
 - 5.1.5.10 Title V: Child Health and Dental Program;
 - 5.1.5.11 Title V: Prenatal and Dental Program;
 - 5.1.5.12 Family Violence Program ("FVP");
 - 5.1.5.13 Family Planning Program ("FPP");

- 5.1.5.14 Healthy Marriage Program;
- 5.1.5.15 Office of the Attorney's General Child Support Division;
- 5.1.5.16 Other assistance programs available through the System Agency Community Partner Program; and
- 5.1.5.17 County needs related to food, clothing, County groups for support in meeting supplementary longer-term health, and mental health, legal assistance and transportation, or housing assistance.

5.2 Grantee must use results of provider monitoring and other available information to analyze the need for ongoing or additional training to individual or groups of providers. Grantee must submit training curriculum to HHSC for review and approval within 30 days of the date of contract execution.

6. Project Monitoring

- 6.1 Grantee must be responsible for monitoring the functioning of the Project and the quality of all Client services provided. This must include the development and implementation of a process and schedule for monitoring the performance and cost effectiveness of all Service Providers in the network, as well as internal evaluations of quality.
- 6.2 Grantee must take corrective action at any time the Project encounters operational difficulties or the Grantee's staff or Service Providers fail to follow contractual or legal requirements or program policies or procedures.
- 6.3 Grantee must provide System Agency evidence of any insufficiencies and corrective action(s) by Grantee or Service Providers to correct insufficiencies, including repayment of funds as applicable, upon request. System Agency must be notified of any insufficiencies or corrective action(s) in the subsequent months' Monthly Reporting Workbook and Reporting Workbook Supplement (see Section 18.1 of this Attachment).

7. Project Database

- 7.1 Grantee must maintain a secure database for all Project Activities, including, but not limited to, the Clients served, services delivered directly to Clients, and related costs by subgrantee.
 - 7.1.1 The Information included in the Project Database must include at a minimum, the elements required to be reported in Section 18.1, Monthly Reporting Workbook and Reporting Workbook Supplement, of this Attachment, and in compliance in a manner prescribed by System Agency.
 - 7.1.2 The Grantee must assign all Clients a unique identifier. The Grantee may not use the Client's social security number, protected health information, or other personally identifiable information as an identifier.

8. Client Services

- 8.1 Client services must provide viable and effective alternatives to abortion for Clients across the State who are pregnant and unsure of whether to have the child. Client services must also assist families and adoptive parents in raising a child and assist individuals who experience a loss of a child. The Grantee or its Service Providers must provide Client services to:
- 8.1.1 The biological father or mother of an unborn child;
 - 8.1.2 The biological father or mother of a child up to three years post-partum;
 - 8.1.3 The parents, legal guardians, and Adult Caregivers of a minor who is a Program client;
 - 8.1.4 To parents 90 calendar days after miscarriage or loss of a child (counseling, referrals and other relevant services); and
 - 8.1.5 To adoptive parents up to two years post adoption finalization, regardless of the age of the child.
- 8.2 Grantee or its Service Providers must provide Client services directly to Clients in their respective county of residence. Grantee or its Service Providers may provide Client services on an individual basis or in a group setting.

9. Mentoring and Care Coordination

- 9.1 Grantee or its contracted Service Providers must deliver quality mentoring and care coordination to each Client by qualified care coordinators. Qualified-care coordinators may include, but are not limited to, registered nurses, individuals with degrees in a related social services field, or certified community-health workers. Grantee must have a policy describing how the Grantee defines a “qualified care coordinator.” Mentoring and care coordination must relate to pregnancy, government assistance programs and enrollment, and/or parenting that meets or exceeds the following minimal criteria:
- 9.1.1 Provides structured, one-to-one relationship or partnership that focuses on the needs of the mentored Client (may include home or field visits);
 - 9.1.2 Fosters caring and supportive relationships that include family group decision- making efforts that promote childbirth;
 - 9.1.3 Encourages individuals to develop to their fullest potential by improving coping strategies and life skills;
 - 9.1.4 Provides guidance and assistance to Clients to develop vision for the future; and
 - 9.1.5 Provides comprehensive, integrated, and timely referral to government assistance programs and/or county support networks that provide assistance to families before and after childbirth and promote the child’s

safety and well-being. Service Providers are permitted to refer individuals to HHSC's Healthy Texas Women (HTW) program or Family Planning Program (FPP) for Contraception services covered by those programs. Grantee cannot prohibit Service Providers from making referrals for Contraception services provided by state and federal benefit programs. Referral assistance may include, but is not limited to, referrals and application assistance for:

- 9.1.5.1 Medicaid;
- 9.1.5.2 CHIP;
- 9.1.5.3 SNAP;
- 9.1.5.4 TANF;
- 9.1.5.5 WIC;
- 9.1.5.6 ECI;
- 9.1.5.7 NFP;
- 9.1.5.8 HTW;
- 9.1.5.9 PHC;
- 9.1.5.10 Title V: Child Health and Dental Program;
- 9.1.5.11 Title V Prenatal and Dental Program;
- 9.1.5.12 FVP;
- 9.1.5.13 FPP;
- 9.1.5.14 Healthy Marriage Program;
- 9.1.5.15 Office of Attorney General's Child Support Division;
- 9.1.5.16 Other assistance programs available through the HHSC Community Partner Program; and
- 9.1.5.17 County groups for support in meeting supplementary longer-term needs related to food, clothing, health, mental health, legal assistance and transportation, or housing assistance.

10. Non-Medical and Medical Goods and Services

- 10.1 Grantee or its contracted Service Providers must arrange, at no cost to its Clients, non-medical goods and services that meet the immediate or short-term needs of the Clients and that directly support or promote childbirth. Non-medical goods and services may include but are not limited to: goods or services that meet the Clients' short-term basic needs related to food, clothing, and transportation including: cribs and car seats which meet the current safety standards for use; maternity clothes; baby clothes; formula; baby food; diapers and any non-medical goods or services that support any woman in her decision to breastfeed.
- 10.2 While services performed with this funding are social services and not medical services, Grantee may offer medical services at the same location as the social services are offered. Medical services may include, but are not limited to, separately funded Medicaid and CHIP Services.

10.3 Grantee must not disqualify a potential A2A Service Provider from participating in the A2A program, or terminate the contract of an A2A Service Provider, because such Service Provider has chosen, or may choose, to become a provider for any other HHSC program.

11. Client Classes

11.1 Classes must be provided by Grantee or Grantee's Service Providers to meet Client needs. Classes may include, but are not limited to:

- 11.1.1 Adoption education;
- 11.1.2 Alcohol/substance use disorder;
- 11.1.3 Babyproofing the home;
- 11.1.4 Budgeting for the family;
- 11.1.5 Car seat training;
- 11.1.6 Childbirth;
- 11.1.7 Child development;
- 11.1.8 Child immunizations;
- 11.1.9 Healthy Relationships;
- 11.1.10 Infant/child nutrition;
- 11.1.11 Infant CPR;
- 11.1.12 Newborn care;
- 11.1.13 Parenting;
- 11.1.14 Postpartum care;
- 11.1.15 Postpartum depression;
- 11.1.16 Postpartum nutrition;
- 11.1.17 Prenatal exercise;
- 11.1.18 Prenatal nutrition;
- 11.1.19 Safe sleep for babies;
- 11.1.20 Smoking cessation; and
- 11.1.21 Stress management.

12. Employment Assistance and Professional Development

12.1 Grantee or its contracted Service Providers must provide, as needed, employment assistance and professional development to eligible Clients. Grantee or its contracted Service Providers must counsel and encourage Clients to follow through with personal life goals and objectives as they relate to enhanced self-sufficiency and improved care for themselves and their children. Employment assistance and professional development may include, but is not limited to:

- 12.1.1 Referrals to the Texas Workforce Commission ("TWC");
- 12.1.2 Assistance in obtaining high school diploma;
- 12.1.3 Certificate classes and General Education Development ("GED");
- 12.1.4 Assistance obtaining a driver's license;
- 12.1.5 Job training;
- 12.1.6 Assistance with job readiness, including application writing, interviewing

- skills, communication skills, and professionalism;
- 12.1.7 Job placement;
- 12.1.8 Learning budget skills and money management; and
- 12.1.9 Assistance with completing post-secondary education registration.

13. Housing

- 13.1 Grantee or its contracted Service Providers may provide maternity housing for the duration of a Client's pregnancy and up to 180 calendar days post-partum. Maternity home services may include, but are not limited to:
 - 13.1.1 Shelter;
 - 13.1.2 Food;
 - 13.1.3 Clothing;
 - 13.1.4 Safety; and
 - 13.1.5 Transportation to prenatal care, employment, other medical appointments, classes, and access to HHSC programs.

14. Communication and Outreach

- 14.1 Grantee must annually develop and implement comprehensive communication and outreach strategies to make the public aware of the program, services provided, and how to access services. Communication and outreach activities include, but are not limited to:
 - 14.1.1.1 Outreach to other county social service programs to enhance awareness and collaboration.
 - 14.1.1.2 Developing and maintaining a Project-specific website.
 - 14.1.1.2.1 Grantee must submit operational links for the Project-specific website for HHSC written approval within 30 days of Contract execution and prior to publishing. The approved website must be fully operational (active and accessible to potential Clients) within 90 calendar days following Contract execution.
 - 14.1.1.2.2 Alternatively, Grantee may use Project funds to develop a Project-specific website throughout the duration of the Contract. Grantee must submit operational links for the Project-specific website to HHSC for review and written approval prior to publishing.
 - 14.1.1.2.3 Project-specific website must meet federal, state and local laws for accessibility standards.
 - 14.1.1.2.4 Grantee may not include any content on the Project specific website that HHSC has not approved in writing.
 - 14.1.1.2.5 If HHSC declines to approve all or part of the Project-specific website, Grantee may resubmit for approval based on HHSC guidance.
 - 14.1.1.2.6 Upon termination of the Contract, Grantee must transfer the website domain to HHSC.

- 14.1.1.3 Procuring informational or educational materials used in the direct delivery of services to Clients.
 - 14.1.1.3.1 Grantee must submit Project-specific informational or educational materials for HHSC written approval prior to public distribution.
 - 14.1.1.3.2 If HHSC declines to approve all or part of any Project-specific informational or educational materials, Grantee may resubmit for approval based on HHSC guidance.
- 14.2 All materials developed or used by Grantee as part of this Grant are the property of HHSC;
- 14.3 Grantee must ensure that all informational or educational materials are available, at a minimum, in both English and Spanish;
- 14.4 Grantee must ensure materials available to Clients with limited English proficiency are available in languages other than English based on the individual need of the Client;
- 14.5 Grantee must provide at each location where Clients receive services the most current version of [*A Woman's Right to Know*](#) booklet.
- 14.6 Grantee must provide, at each location where Clients receive services, materials on Medicaid, CHIP, SNAP, TANF, WIC, ECI, NFP, HTW, FPP, FVP, PHC, Title V: Child Health and Dental, Title V: Prenatal and Dental, and the Healthy Marriage Program.
- 14.7 Grantee must not use Project Funds to promote the A2A program on social media.

15. Site Readiness

- 15.1 Grantee must comply with all requirements stated in Form K, Alternatives to Abortion Program Site Readiness Checklist.
- 15.2 Grantee must complete and submit to HHSC Form K-1, Alternatives to Abortion Project Sites and Hours, for each site that will provide A2A services funded through this RFA. Grantees must submit this form to HHSC within 30 calendar days of a new site being added during the Contract period.

16. Staff Development Plan

- 16.1 Grantee must conduct staff development activities to ensure Service Provider staff have the knowledge, skills and abilities to provide A2A services and meet the required Project components. Training must include providing culturally-competent services, including communicating and interacting effectively with people across cultures. Grantee must annually submit a comprehensive Staff Development Plan in a format prescribed by HHSC that addresses the following:
 - 16.1.1 Identification of personnel responsible for coordinating staff development activities including job titles and qualifications for each person identified;

- 16.1.2 Identify specific training that will be used for A2A eligibility staff on A2A and government assistance program eligibility, cultural competency, as well as training that will be used for billing staff;
 - 16.1.3 A description of how training needs assessments are conducted and how staff training activities are tied to quality assurance; and
 - 16.1.4 A description of procedures and documentation for staff annual performance reviews. Grantee must specify how the staff development plan incorporates review outcomes to further develop knowledge, skills, and abilities to provide A2A services.
- 16.2 Grantee must annually submit a Staff Development Training Calendar that includes:
- 16.2.1 Provision of at least two trainings for all A2A Service Provider staff every 12 months on A2A program objectives, program eligibility and screening, and A2A services to ensure clear communication to Clients.
 - 16.2.2 The training must include eligibility requirements for government assistance programs to assist with referrals and enrollments into these programs.

17. Decision Support Services

- 17.1 Client Service Providers must document and provide, at a minimum, the following decision support services that actively promote childbirth:
- 17.1.1 Evidence-based information regarding pregnancy, fetal development, childbirth, childcare, and parenting;
 - 17.1.2 Evidence-based information regarding general health and health care; and
 - 17.1.3 Evidence-based information regarding adoption services, programs, and related options.

18. Reporting Requirements

18.1 Monthly Reporting Workbook and Reporting Workbook Supplement

18.1.1 Grantee must submit the Monthly Reporting Workbook and Reporting Workbook Supplement, in a manner prescribed by HHSC, 15 calendar days after the last day of the previous month. The Reporting Workbook and Reporting Workbook Supplement will detail the operations of the Project for the preceding month. HHSC may include additional requirements, clarifications and/or reporting items at any time. At a minimum, the Reporting Workbook and Reporting Workbook Supplement must include:

- 18.1.1.2 Client demographics and services provided:
 - 18.1.1.2.1 Clients Served (de-identified individual level data);
 - 18.1.1.2.2 Gender;

- 18.1.1.2.3 Returning Client;
- 18.1.1.2.4 Marital status;
- 18.1.1.2.5 Client type;
- 18.1.1.2.6 Public health region;
- 18.1.1.2.7 County of residence;
- 18.1.1.2.8 Client age at initial enrollment in A2A;
- 18.1.1.2.9 Gestational age at program enrollment;
- 18.1.1.2.10 Ethnicity;
- 18.1.1.2.11 Number of current children;
- 18.1.1.2.12 Highest level of education completed;
- 18.1.1.2.13 Client service utilization (by service type);
- 18.1.1.2.14 Referrals to government assistance programs; and
- 18.1.1.2.15 Enrollments in government assistance programs.

18.1.2 Work to be initiated during the next month.

18.1.3 List of current subcontractors.

18.1.4 Monitoring Activities, which may include, but are not limited to:

18.1.4.1 The results of the monitoring;

18.1.4.2 Any findings regarding performance of Service Providers or internal quality assurance;

18.1.4.3 Any training needs identified and resulting actions; and

18.1.4.4 Any corrective action taken and the resolution of any issues.

18.2 Payment and Invoicing - Monthly Billing Workbook

18.2.1 Grantee must obtain reimbursement for Project costs by submitting monthly invoices using the HHSC-provided Monthly Billing Workbook for expenses outlined in the Budget approved by HHSC. HHSC will reimburse Grantees for allowable expenses that are incurred during the Contract term. HHSC is not obligated to pay unauthorized costs or to pay more than the Grantee's allowable and actual incurred costs. These costs must comply with the appropriate regulations. The Contract receives both state and federal funding and the Parties must follow the Uniform Grant Guidance ("UGG") and Uniform Grant Management Standards ("UGMS").

18.2.2 Grantee must submit the Monthly Billing Workbook, in a manner and form prescribed by HHSC, 15 calendar days after the last day of the previous month. The Billing Workbook includes expenses to be reimbursed from state and federal funds for the previous month's reporting period. Grantee must include supporting documentation as prescribed by HHSC. This documentation may include but is not limited to: general ledgers, invoices, contracts, or any other document that appropriately validates the expense.

18.3 HHSC may revise or include additional reporting requirements at any time.

19. Grantee Monitoring by HHSC

- 19.1 HHSC will monitor the performance of this Contract. HHSC will conduct monitoring for fiscal, programmatic, and administrative components of the Contract. Grantee must provide all services and deliverables under the Contract at an acceptable quality level and in a manner consistent with the Contract, program requirements, and Attachment D, HHSC Uniform Terms and Conditions-Grantee. Acceptable quality level is the standards that are provided under Article 2 of the RFA, Grantee's accepted offer, or the final negotiated standard, whichever is determined to be most advantageous to the Client or HHSC.
- 19.2 HHSC reserves the right to impose remedies if Grantee fails to meet contractual requirements. Remedies that HHSC may impose include, but are not limited to:
- 20.2.1 Written corrective action plans;
 - 20.2.2 Additional reporting;
 - 20.2.3 Withholding/offsetting payments; and
 - 20.2.4 Termination or suspension of the contract.

20. PROHIBITIONS

- 20.1 These prohibitions apply to state-awarded funds and match. State and federal funds and resources may not be used as match for this grant. Grant funds may not be used to support the following services, activities, and costs:
- 21.1.1 Inherently religious activities such as prayer, worship, religious instruction, or proselytization;
 - 21.1.2 Lobbying;
 - 21.2.3 Any portion of the salary of, or any other compensation for, an elected or appointed government official;
 - 21.2.4 Vehicles or equipment for government agencies that are for general agency use and/or do not have a clear nexus to terrorism prevention, interdiction, and disruption (i.e. mobile data terminals, body cameras, in-car video systems, or radar units, etc. for officers assigned to routine patrol);
 - 21.2.5 Weapons, ammunition, tracked armored vehicles, weaponized vehicles or explosives (exceptions may be granted when explosives are used for bomb squad training);
 - 21.2.6 Admission fees or tickets to any amusement park, recreational activity or sporting event;
 - 21.2.7 Promotional gifts;
 - 21.2.8 Food, meals, beverages, or other refreshments, except for Client food, eligible per diem associated with grant-related travel, or where pre-approved for working events;
 - 21.2.9 Membership dues for individuals;

- 21.2.10 Any expense or service readily available at no cost to the grant Project;
- 21.2.11 Any use of grant funds to replace (supplant) funds budgeted for the same purpose through other dollars;
- 12.2.12 Fundraising as defined by CFR 200;
- 12.2.13 Any other prohibition imposed by federal, state, or local law; and
- 12.2.14 Acquisition or construction of facilities.

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Health and Human Services Commission

Budget for Alternatives to Abortion	
SUMMARY	Contractor : Human Coalition
	RFA # HHS0006774
	Contract Budget Period : June 1, 2020 - August 31, 2020
	HHSC Speed Chart 716C and 716
	Health, Developmental and Independence Services
Original Budget	
Cost Categories	
(1A) Personnel - Salaries	\$ -
(1B) Personnel - Fringe Benefits - by Employee	\$ -
(2) Travel	\$ -
(3) Supplies and Controlled Assets	\$ -
(6A) Direct Client Services	\$ -
Total Administrative Costs (10% Admin Cap)	
	\$ -
Total Direct Client Services	
	\$ -
TOTAL	
	\$ -

		Total	\$	5,150.00
SUPPLIES and CONTROLLED ASSETS				
HHS Contract Budget	Methodology for Contract Budget Narrative			
Comptroller Equipment for Direct Services Staff	Comptroller Equipment for Direct Care Staff	\$	10,000.00	
Comptroller Staff	Comptroller Staff	\$	0.00	
Comptroller Staff	Comptroller Staff	\$	0.00	
Comptroller Staff	Comptroller Staff	\$	0.00	

Client Operating Supplies	\$ -	Supplies for e-nrc and other operations directly related to program.
Direct User Cost on Support	\$ -	Office supplies for direct care staff only.
	\$ -	
	\$ -	
Total	\$ 250,000.00	

Other Direct Client Services	HHS Contract	Methodology for Contract Budget Narrative
Marketing	\$ 2,043,742.23	Direct client materials, including brochures.
Printing and Publications	\$ -	Printing and publications to promote AZA program.
Insurance	\$ 10,000.00	Allocation of liability insurance, F.I. Worth, Mobile, Grapevine.
Recruiting Costs		Recruiting expenses for Direct Client approved positions, listing expenses such as indeed, and a location of staff that are not 100% AZA funded.
Lease - Clinic Facility (1)	\$ 1,100,000.00	Lease for 100% AZA funded clinic facility.
Lease - Virtual Clinic (1)	\$ 500,000.00	Allocated rent for Texas Virtual Clinic.
Utilities & Main entrance - Clinic Facility (2)	\$ 220,000.00	Allocated utilities for Fort Worth and Grapevine Clinic.
Utilities & Main entrance - Virtual Clinic (1)	\$ 100,000.00	Allocated utilities for Fort Worth and Grapevine Clinic.
Virtual Clinic	\$ 400,000.00	Software and other expenses for virtual clinic.
Software Licenses	\$ -	Software cost for AZA direct client call and telehealth line.
Consulting Care Director (Dr. French)	\$ 70,000.00	Allocated expense related to consulting care director for AZA clients.
Total	\$ 3,465,742.23	

Subtotal	HHS Contract	Methodology for Contract Budget Narrative
Direct Costs	\$ 7,615,732.23	

De Minimus	HHS Contract	Methodology for Contract Budget Narrative
Less: Rent/Lease	\$ (910,000.00)	
Less: Franchise	\$ (1,500,000.00)	
Less: Depreciation	\$ -	
Administrative Costs	\$ 695,732.22	10% Direct Costs less rent and furniture lease. (This is based on the prior approved budget methodology/ Noted in Human Coalition has opted into the De Minimus Calculation methodology detail on Form O)
Administrative	\$ 695,732.22	
Direct Client Services	\$ 7,615,732.23	
Total	\$ 8,311,464.45	
		Percentage of Total Award
		91.59%
		100.00%

Health and Human Services Commission

Budget for Alternatives to Abortion	
SUMMARY	Contractor : Human Coalition
	RFA # HHS0006774
	Contract Budget Period : September 1, 2020 - August 31, 2021
	HHSC Speed Chart 716C and 716
HHSC Division Health, Developmental and Independence Services	
Original Budget	
Cost Categories	
(1A) Personnel - Salaries	\$ 3,248,200.00
(1B) Personnel - Fringe Benefits - by Employee	\$ 649,640.00
(2) Travel	\$ 5,150.00
(3) Supplies and Controlled Assets	\$ 250,000.00
(6A) Direct Client Services	\$ 3,465,742.23
Total Administrative Costs (10% Admin Cap)	
	\$ 699,673.22
Total Direct Client Services	
	\$ 7,618,732.23
TOTAL	
	\$ 8,318,405.45

FORM F: TEXAS COUNTIES AND REGIONS SERVED LIST BY PROJECT

Applicant must include in their Application the counties in which it intends to provide the required core Client services as listed in Section 2.5.1 by placing a check-mark or an X in the respective county boxes. Additionally, if awarded under this RFA, Grantee must re-submit this completed form annually to HHSC Contract Management staff.

Counties	<input checked="" type="checkbox"/>	R	Counties	<input checked="" type="checkbox"/>	R	Counties	<input checked="" type="checkbox"/>	R	Counties	<input checked="" type="checkbox"/>	R	Counties	<input checked="" type="checkbox"/>	R
-A-			Crosby	<input checked="" type="checkbox"/>	01	Hays	<input checked="" type="checkbox"/>	07	Mart n	<input type="checkbox"/>	09	Sch e cher	<input type="checkbox"/>	09
Anderson	<input checked="" type="checkbox"/>	04	Cu berson	<input type="checkbox"/>	10	Hemph	<input type="checkbox"/>	01	Mason	<input type="checkbox"/>	09	Scurry	<input checked="" type="checkbox"/>	02
Andrews	<input checked="" type="checkbox"/>	09	-D-			Henderson	<input checked="" type="checkbox"/>	04	Matagorda	<input checked="" type="checkbox"/>	06	Shacke ford	<input type="checkbox"/>	02
Ange na	<input checked="" type="checkbox"/>	05	Da am	<input type="checkbox"/>	01	H da go	<input checked="" type="checkbox"/>	11	Maver ck	<input checked="" type="checkbox"/>	08	She by	<input checked="" type="checkbox"/>	05
Aransas	<input checked="" type="checkbox"/>	11	Da as	<input checked="" type="checkbox"/>	03	H	<input checked="" type="checkbox"/>	07	McCu och	<input checked="" type="checkbox"/>	09	Sherman	<input type="checkbox"/>	01
Archer	<input checked="" type="checkbox"/>	02	Dawson	<input checked="" type="checkbox"/>	09	Hock ey	<input checked="" type="checkbox"/>	01	McLennan	<input checked="" type="checkbox"/>	07	Sm th	<input checked="" type="checkbox"/>	04
Armstrong	<input type="checkbox"/>	01	Deaf Sm th	<input checked="" type="checkbox"/>	01	Hood	<input checked="" type="checkbox"/>	03	McMu en	<input type="checkbox"/>	11	Somerve	<input checked="" type="checkbox"/>	03
Atascosa	<input checked="" type="checkbox"/>	08	De ta	<input checked="" type="checkbox"/>	04	Hopk ns	<input checked="" type="checkbox"/>	04	Med na	<input checked="" type="checkbox"/>	08	Starr	<input checked="" type="checkbox"/>	11
Aust n	<input checked="" type="checkbox"/>	06	Denton	<input checked="" type="checkbox"/>	03	Houston	<input checked="" type="checkbox"/>	05	Menard	<input type="checkbox"/>	09	Stephens	<input checked="" type="checkbox"/>	02
-B-			DeW tt	<input checked="" type="checkbox"/>	08	Howard	<input checked="" type="checkbox"/>	09	M d and	<input checked="" type="checkbox"/>	09	Ster ng	<input type="checkbox"/>	09
Ba ey	<input checked="" type="checkbox"/>	01	D ckens	<input type="checkbox"/>	01	Hudspeth	<input checked="" type="checkbox"/>	10	M am	<input checked="" type="checkbox"/>	07	Stonewa	<input type="checkbox"/>	02
Bandera	<input checked="" type="checkbox"/>	08	D mm t	<input checked="" type="checkbox"/>	08	Hunt	<input checked="" type="checkbox"/>	03	M s	<input type="checkbox"/>	07	Sutton	<input type="checkbox"/>	09
Bastrop	<input checked="" type="checkbox"/>	07	Don ey	<input type="checkbox"/>	01	Hutch nson	<input checked="" type="checkbox"/>	01	M tche	<input checked="" type="checkbox"/>	02	Sw sher	<input checked="" type="checkbox"/>	01
Bay or	<input type="checkbox"/>	02	Duva	<input checked="" type="checkbox"/>	11	-I-			Montague	<input checked="" type="checkbox"/>	02	-T-		
Bee	<input checked="" type="checkbox"/>	11	-E-			Ir on	<input type="checkbox"/>	09	Montgomery	<input checked="" type="checkbox"/>	06	Tarrant	<input checked="" type="checkbox"/>	03
Be	<input checked="" type="checkbox"/>	07	East and	<input checked="" type="checkbox"/>	02	-J-			Moore	<input checked="" type="checkbox"/>	01	Tay or	<input checked="" type="checkbox"/>	02
Bexar	<input checked="" type="checkbox"/>	08	Ector	<input checked="" type="checkbox"/>	09	Jack	<input checked="" type="checkbox"/>	02	Morr s	<input checked="" type="checkbox"/>	04	Terre	<input type="checkbox"/>	09
Banco	<input type="checkbox"/>	07	Edwards	<input type="checkbox"/>	08	Jackson	<input checked="" type="checkbox"/>	08	Mot ey	<input type="checkbox"/>	01	Terry	<input checked="" type="checkbox"/>	01
Borden	<input type="checkbox"/>	09	E s	<input checked="" type="checkbox"/>	03	Jasper	<input checked="" type="checkbox"/>	05	-N-			Throckmorton	<input type="checkbox"/>	02
Bosque	<input checked="" type="checkbox"/>	07	E Paso	<input checked="" type="checkbox"/>	10	Jeff Dav s	<input type="checkbox"/>	10	Nacogdoches	<input checked="" type="checkbox"/>	05	T tus	<input checked="" type="checkbox"/>	04
Bow e	<input checked="" type="checkbox"/>	04	Erath	<input checked="" type="checkbox"/>	03	Jefferson	<input checked="" type="checkbox"/>	05	Navarro	<input checked="" type="checkbox"/>	03	Tom Green	<input checked="" type="checkbox"/>	09
Brazor a	<input checked="" type="checkbox"/>	06	-F-			J m Hogg	<input checked="" type="checkbox"/>	11	Newton	<input checked="" type="checkbox"/>	05	Trav s	<input checked="" type="checkbox"/>	07
Brazos	<input checked="" type="checkbox"/>	07	Fa s	<input checked="" type="checkbox"/>	07	J m We s	<input checked="" type="checkbox"/>	11	No an	<input checked="" type="checkbox"/>	02	Tr n ty	<input checked="" type="checkbox"/>	05
Brewster	<input checked="" type="checkbox"/>	10	Fann ng	<input checked="" type="checkbox"/>	03	Johnson	<input checked="" type="checkbox"/>	03	Nueces	<input checked="" type="checkbox"/>	11	Ty er	<input checked="" type="checkbox"/>	05
Br scoe	<input type="checkbox"/>	01	Fayette	<input checked="" type="checkbox"/>	07	Jones	<input checked="" type="checkbox"/>	02	-O-			-U-		
Brooks	<input checked="" type="checkbox"/>	11	F sher	<input type="checkbox"/>	02	-K-			Och tree	<input checked="" type="checkbox"/>	01	Upshur	<input checked="" type="checkbox"/>	04
Brown	<input checked="" type="checkbox"/>	02	F oyd	<input checked="" type="checkbox"/>	01	Karnes	<input checked="" type="checkbox"/>	08	O dham	<input type="checkbox"/>	01	Upton	<input type="checkbox"/>	09
Bur eson	<input checked="" type="checkbox"/>	07	Foard	<input type="checkbox"/>	02	Kaufman	<input checked="" type="checkbox"/>	03	Orange	<input checked="" type="checkbox"/>	05	Uva de	<input checked="" type="checkbox"/>	08
Burnet	<input checked="" type="checkbox"/>	07	Fort Bend	<input checked="" type="checkbox"/>	06	Kenda	<input checked="" type="checkbox"/>	08	-P-			-V-		
-C-			Frank n	<input checked="" type="checkbox"/>	04	Kenedy	<input type="checkbox"/>	11	Pa o P nto	<input checked="" type="checkbox"/>	03	Va Verde	<input checked="" type="checkbox"/>	08
Ca dwe	<input checked="" type="checkbox"/>	07	Freestone	<input checked="" type="checkbox"/>	07	Kent	<input type="checkbox"/>	02	Pano a	<input checked="" type="checkbox"/>	04	Van Zandt	<input type="checkbox"/>	04
Ca houn	<input checked="" type="checkbox"/>	08	Fr o	<input checked="" type="checkbox"/>	08	Kerr	<input checked="" type="checkbox"/>	08	Parker	<input checked="" type="checkbox"/>	03	V ctor a	<input checked="" type="checkbox"/>	08
Ca ahan	<input checked="" type="checkbox"/>	02	-G-			K mb e	<input checked="" type="checkbox"/>	09	Parmer	<input checked="" type="checkbox"/>	01	-W-		
Cameron	<input checked="" type="checkbox"/>	11	Ga nes	<input checked="" type="checkbox"/>	09	K ng	<input type="checkbox"/>	01	Pecos	<input checked="" type="checkbox"/>	09	Wa ker	<input checked="" type="checkbox"/>	06
Camp	<input checked="" type="checkbox"/>	04	Ga veston	<input checked="" type="checkbox"/>	06	K nney	<input type="checkbox"/>	08	Po k	<input checked="" type="checkbox"/>	05	Wa er	<input checked="" type="checkbox"/>	06
Carson	<input checked="" type="checkbox"/>	01	Garza	<input checked="" type="checkbox"/>	01	K eberg	<input checked="" type="checkbox"/>	11	Potter	<input checked="" type="checkbox"/>	01	Ward	<input checked="" type="checkbox"/>	09
Cass	<input checked="" type="checkbox"/>	04	G esp e	<input checked="" type="checkbox"/>	08	Knox	<input type="checkbox"/>	02	Pres d o	<input checked="" type="checkbox"/>	10	Wash ngton	<input checked="" type="checkbox"/>	07
Castro	<input type="checkbox"/>	01	G asscock	<input type="checkbox"/>	09	-L-			-R-			Webb	<input checked="" type="checkbox"/>	11
Chambers	<input checked="" type="checkbox"/>	06	Go ad	<input type="checkbox"/>	08	Lamar	<input checked="" type="checkbox"/>	04	Ra ns	<input checked="" type="checkbox"/>	04	Wharton	<input checked="" type="checkbox"/>	06
Cherokee	<input checked="" type="checkbox"/>	04	Gonza es	<input checked="" type="checkbox"/>	08	Lamb	<input checked="" type="checkbox"/>	01	Randa	<input checked="" type="checkbox"/>	01	Whee er	<input type="checkbox"/>	01
Ch dress	<input checked="" type="checkbox"/>	01	Gray	<input checked="" type="checkbox"/>	01	Lampasas	<input checked="" type="checkbox"/>	07	Reagan	<input type="checkbox"/>	09	W ch ta	<input checked="" type="checkbox"/>	02
C ay	<input checked="" type="checkbox"/>	02	Grayson	<input checked="" type="checkbox"/>	03	La Sa e	<input type="checkbox"/>	08	Rea	<input type="checkbox"/>	08	W barger	<input checked="" type="checkbox"/>	02
Cochran	<input type="checkbox"/>	01	Gregg	<input checked="" type="checkbox"/>	04	Lavaca	<input checked="" type="checkbox"/>	08	Red R ver	<input checked="" type="checkbox"/>	04	W acy	<input checked="" type="checkbox"/>	11
Coke	<input type="checkbox"/>	09	Gr mes	<input checked="" type="checkbox"/>	07	Lee	<input checked="" type="checkbox"/>	07	Reeves	<input checked="" type="checkbox"/>	09	W amson	<input checked="" type="checkbox"/>	07
Co eman	<input checked="" type="checkbox"/>	02	Guada upe	<input checked="" type="checkbox"/>	08	Leon	<input checked="" type="checkbox"/>	07	Refug o	<input checked="" type="checkbox"/>	11	W son	<input checked="" type="checkbox"/>	08
Co n	<input checked="" type="checkbox"/>	03	-H-			L berty	<input checked="" type="checkbox"/>	06	Roberts	<input type="checkbox"/>	01	W nk er	<input checked="" type="checkbox"/>	09
Co ngsworth	<input type="checkbox"/>	01	Ha e	<input checked="" type="checkbox"/>	01	L mestone	<input checked="" type="checkbox"/>	07	Robertson	<input checked="" type="checkbox"/>	07	W se	<input checked="" type="checkbox"/>	03
Co orado	<input checked="" type="checkbox"/>	06	Ha	<input type="checkbox"/>	01	L pscomb	<input type="checkbox"/>	01	Rockwa	<input checked="" type="checkbox"/>	03	Wood	<input checked="" type="checkbox"/>	04
Coma	<input checked="" type="checkbox"/>	08	Ham ton	<input checked="" type="checkbox"/>	07	L ve Oak	<input checked="" type="checkbox"/>	11	Runne s	<input checked="" type="checkbox"/>	02	-Y-		
Comanche	<input checked="" type="checkbox"/>	02	Hansford	<input type="checkbox"/>	01	L ano	<input checked="" type="checkbox"/>	07	Rusk	<input checked="" type="checkbox"/>	04	Yoakum	<input type="checkbox"/>	01
Concho	<input type="checkbox"/>	09	Hardeman	<input type="checkbox"/>	02	Lov ng	<input type="checkbox"/>	09	-S-			Young	<input checked="" type="checkbox"/>	02
Cooke	<input checked="" type="checkbox"/>	03	Hard n	<input checked="" type="checkbox"/>	05	Lubbock	<input checked="" type="checkbox"/>	01	Sab ne	<input type="checkbox"/>	05	-Z-		
Corye	<input checked="" type="checkbox"/>	07	Harr s	<input checked="" type="checkbox"/>	06	Lynn	<input type="checkbox"/>	01	San August ne	<input checked="" type="checkbox"/>	05	Zapata	<input checked="" type="checkbox"/>	11
Cott e	<input type="checkbox"/>	02	Harr son	<input checked="" type="checkbox"/>	04	-M-			San Jac nto	<input checked="" type="checkbox"/>	05	Zava a	<input checked="" type="checkbox"/>	08
Crane	<input checked="" type="checkbox"/>	09	Hart ey	<input checked="" type="checkbox"/>	01	Mad son	<input checked="" type="checkbox"/>	07	San Patr c o	<input checked="" type="checkbox"/>	11			
Crockett	<input type="checkbox"/>	09	Haske	<input checked="" type="checkbox"/>	02	Mar on	<input type="checkbox"/>	04	San Saba	<input checked="" type="checkbox"/>	07			

Applicant must identify the counties in which it intends to provide the specific Project Client services under this contract and if awarded, resubmit to HHSC Contract Management staff annually:

A2A Client Service	Counties Client Services will be Provided <i>List all counties or indicate "Statewide" if the Client service will be provided in every county in Texas. If the Client service is provided at all counties checked on page one, write: "All counties in which services are provided".</i>
Counseling, mentoring, and educational information on pregnancy	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Classes on pregnancy	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Counseling, mentoring, and educational information on parenting	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Classes on parenting	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Counseling, mentoring, and educational information on adoption	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Classes on adoption	Human Coalition offers one-on-one counseling and education adoption and offers referrals to adoption agencies. Such counseling and education will be available to residents of every county in the state directly from Human Coalition or by referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Counseling, mentoring, and educational information on life skills and employment readiness	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Classes on life skills and employment readiness	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Material assistance, such as car seats, clothing, diapers, and formula	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human

	Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Care coordination through referrals to government assistance programs and other social service programs	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Call-center for information or to schedule appointments	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state directly from Human Coalition or through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.
Housing and support services through maternity homes (optional Client service)	Human Coalition will continue to digitally market statewide, and services will be available to residents of every county in the state through referral. Sixty counties* have low populations of individuals eligible for the program; while Human Coalition will continue digitally marketing in those counties, it may serve few, if any, of those counties' residents.

*Because of their low populations of program-eligible residents, Human Coalition may not serve clients from Armstrong, Baylor, Blanco, Borden, Briscoe, Castro, Cochran, Coke, Collingsworth, Concho, Cottle, Crockett, Culberson, Dallam, Dickens, Donley, Edwards, Fisher, Foard, Glasscock, Goliad, Hall, Hansford, Hardeman, Hemphill, Irion, Jeff Davis, Kenedy, Kent, King, Kinney, Knox, La Salle, Lipscomb, Loving, Lynn, Marion, Martin, Mason, McMullen, Menard, Mills, Motley, Oldham, Reagan, Real, Roberts, Sabine, Schleiecher, Shackelford, Sherman, Sterling, Stonewall, Sutton, Terrell, Throckmorton, Upton, Van Zandt, Wheeler, and Yoakum Counties

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Responsible Office: Chief Counsel



TEXAS

Health and Human Services

Health and Human Services Commission
HHSC Uniform Terms and Conditions - Grant
Version 2.16.1

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ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS

1.1 DEFINITIONS

As used in this Contract, unless the context clearly indicates otherwise, the following terms and conditions have the meanings assigned below:

“Amendment” means a written agreement, signed by the Parties, which documents changes to the Contract other than those permitted by Work Orders or Technical Guidance Letters.

“Attachment” means documents, terms, conditions, or information added to this Contract following the Signature Document or included by reference, and made a part of this Contract.

“Contract” means the Signature Document, these Uniform Terms and Conditions, along with any Attachments, and any Amendments, or Technical Guidance Letters that may be issued by the System Agency, to be incorporated by reference for all purposes.

“Deliverable” means the work product(s), including all reports and project documentation, required to be submitted by Grantee to the System Agency.

“Effective Date” means the date agreed to by the Parties as the date on which the Contract takes effect.

“Federal Fiscal Year” means the period beginning October 1 and ending September 30 each year, which is the annual accounting period for the United States government.

“GAAP” means Generally Accepted Accounting Principles.

“GASB” means the Governmental Accounting Standards Board.

“Grantee” means the Party receiving funds under this Contract. May also be referred to as "Contractor" in certain attachments.

“Health and Human Services Commission” or “HHSC” means the administrative agency established under Chapter 531, Texas Government Code, or its designee.

“HUB” means Historically Underutilized Business, as defined by Chapter 2161 of the Texas Government Code.

“Intellectual Property Rights” means the worldwide proprietary rights or interests, including patent, copyright, trade secret, and trademark rights, as such right may be evidenced by or embodied in:

- i. any idea, design, concept, personality right, method, process, technique, apparatus, invention, discovery, or improvement;
- ii. any work of authorship, including any compilation, computer code, website or web page design, literary work, pictorial work, or graphic work;
- iii. any trademark, service mark, trade dress, trade name, branding, or other indicia of source or origin;
- iv. domain name registrations; and
- v. any other proprietary or similar rights. The Intellectual Property Rights of a Party include all worldwide proprietary rights or interests that the Party may have acquired by assignment, by exclusive license, or by license with the right to grant sublicenses.

“Mentor Protégé” means the Comptroller of Public Accounts’ leadership program found at: <http://www.window.state.tx.us/procurement/prog/hub/mentorprotege/>.

“Parties” means the System Agency and Grantee, collectively.

“Party” means either the System Agency or Grantee, individually.

“Program” means the statutorily authorized activities of the System Agency under which this Contract has been awarded.

“Project” means specific activities of the Grantee that are supported by funds provided under this Contract.

“Public Information Act” or “PIA” means Chapter 552 of the Texas Government Code.

“Signature Document” means the document executed by both Parties that specifically sets forth all of the documents that constitute the Contract.

“Solicitation” or “Request for Applications (RFA)” means the document (including all amendments and attachments) issued by the System Agency under which applications for Program funds were requested, which is incorporated by reference for all purposes in its entirety.

“Solicitation Response” or “Application” means Grantee’s full and complete response (including any attachments and addenda) to the Solicitation, which is incorporated by reference for all purposes in its entirety.

“State Fiscal Year” means the period beginning September 1 and ending August 31 each year, which is the annual accounting period for the State of Texas.

“State of Texas Textravel” means Texas Administrative Code, Title 34, Part 1, Chapter 5, Subchapter C, Section 5.22, relative to travel reimbursements under this Contract, if any.

“Statement of Work” means the description of activities performed in completing the Project, as specified in the Contract and as may be amended.

“System Agency” means HHSC or any of the agencies of the State of Texas that are overseen by HHSC under authority granted under State law and the officers, employees, authorized representatives and designees of those agencies. These agencies include: HHSC and the Department of State Health Services.

“Technical Guidance Letter” or “TGL” means an instruction, clarification, or interpretation of the requirements of the Contract, issued by the System Agency to the Grantee.

“Work Product” means any and all works, including work papers, notes, materials, approaches, designs, specifications, systems, innovations, improvements, inventions, software, programs, source code, documentation, training materials, audio or audiovisual recordings, methodologies, concepts, studies, reports, whether finished or unfinished, and whether or not included in the deliverables, that are developed, produced, generated or provided by Grantee in connection with Grantee’s performance of its duties under the Contract or through use of any funding provided under this Contract.

“Uniform Grant Management Standards” or “UGMS” means uniform grant and contract administration procedures, developed under the authority of Chapter 783 of the Texas

Government Code, to promote the efficient use of public funds in local government and in programs requiring cooperation among local, state, and federal agencies.

1.2 INTERPRETIVE PROVISIONS

- A. The meanings of defined terms include the singular and plural forms.
- B. The words “hereof,” “herein,” “hereunder,” and similar words refer to this Contract as a whole and not to any particular provision, section, Attachment, or schedule of this Contract unless otherwise specified.
- C. The term “including” is not limiting and means “including without limitation” and, unless otherwise expressly provided in this Contract, (i) references to contracts (including this Contract) and other contractual instruments shall be deemed to include all subsequent Amendments and other modifications, but only to the extent that such Amendments and other modifications are not prohibited by the terms of this Contract, and (ii) references to any statute or regulation are to be construed as including all statutory and regulatory provisions consolidating, amending, replacing, supplementing, or interpreting the statute or regulation.
- D. Any references to “sections,” “appendices,” or “attachments” are references to sections, appendices, or attachments of the Contract.
- E. Any references to agreements, contracts, statutes, or administrative rules or regulations in the Contract are references to these documents as amended, modified, or supplemented from time to time during the term of the Contract.
- F. The captions and headings of this Contract are for convenience of reference only and do not affect the interpretation of this Contract.
- G. All Attachments, including those incorporated by reference, and any Amendments are considered part of the terms of this Contract.
- H. This Contract may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative and each will be performed in accordance with its terms.
- I. Unless otherwise expressly provided, reference to any action of the System Agency or by the System Agency by way of consent, approval, or waiver will be deemed modified by the phrase “in its sole discretion.”
- J. Time is of the essence in this Contract.

ARTICLE II. PAYMENT METHODS AND RESTRICTIONS

2.1 PAYMENT METHODS

- A. Except as otherwise provided by this Contract, the payment method will be one or more of the following:
 - i. Cost Reimbursement. This payment method is based on an approved budget and submission of a request for reimbursement of expenses Grantee has incurred at the time of the request;
 - ii. Unit rate/fee-for-service. This payment method is based on a fixed price or a specified rate(s) or fee(s) for delivery of a specified unit(s) of service and acceptable submission of all required documentation, forms and/or reports; or
 - iii. Advance payment. This payment method is based on disbursement of the minimum necessary funds to carry out the Program or Project where the Grantee has

implemented appropriate safeguards. This payment method will only be utilized in accordance with governing law, state and federal regulations, and at the sole discretion of the System Agency.

- B. Grantee shall bill the System Agency in accordance with the Contract. Unless otherwise specified in the Contract, Grantee shall submit requests for reimbursement or payment monthly by the last business day of the month following the month in which expenses were incurred or services provided. Grantee shall maintain all documentation that substantiates invoices and make the documentation available to the System Agency upon request.

2.2 FINAL BILLING SUBMISSION

Unless otherwise provided by the System Agency, Grantee shall submit a reimbursement or payment request as a final close-out invoice not later than forty-five (45) calendar days following the end of the term of the Contract. Reimbursement or payment requests received after the deadline may not be paid.

2.3 FINANCIAL STATUS REPORTS (FSRs)

Except as otherwise provided, for contracts with categorical budgets, Grantee shall submit quarterly FSRs to System Agency by the last business day of the month following the end of each quarter for System Agency review and financial assessment. Grantee shall submit the final FSR no later than forty-five (45) calendar days following the end of the applicable term.

2.4 USE OF FUNDS

Grantee shall expend funds under this Contract only for approved services and for reasonable and allowable expenses directly related to those services.

2.5 USE FOR MATCH PROHIBITED

Grantee shall not use funds provided under this Contract for matching purposes in securing other funding without the written approval of the System Agency.

2.6 PROGRAM INCOME

Income directly generated from funds provided under this Contract or earned only as a result of such funds is Program Income. Unless otherwise required under the Program, Grantee shall use Program Income, as provided in UGMS Section III, Subpart C, .25(g)(2), to further the Program, and Grantee shall spend the Program Income on the Project. Grantee shall identify and report Program Income in accordance with the Contract, applicable law, and any programmatic guidance. Grantee shall expend Program Income during the Contract term, when earned, and may not carry Program Income forward to any succeeding term. Grantee shall refund Program Income to the System Agency if the Program Income is not expended in the term in which it is earned. The System Agency may base future funding levels, in part, upon Grantee's proficiency in identifying, billing, collecting, and reporting Program Income, and in using Program Income for the purposes and under the conditions specified in this Contract.

2.7 NONSUPPLANTING

Grant funds may be used to supplement existing, new or corresponding programming and related activities. Grant funds may not be used to supplant (replace) existing funds in place to support current programs and related activities.

2.8 ALLOWABLE COSTS

Allowable Costs are restricted to costs that comply with the Texas Uniform Grant Management Standards (UGMS) and applicable state and federal rules and law. The Parties agree that all the requirements of the UGMS apply to this Contract, including the criteria for Allowable Costs. Additional federal requirements apply if this Contract is funded, in whole or in part, with federal funds.

2.9 INDIRECT COST RATES

The System Agency may acknowledge an indirect cost rate for Grantees that is utilized for all applicable contracts. Grantee will provide the necessary financial documents to determine the indirect cost rate in accordance with the Uniform Grant Guidance (UGG) and Uniform Grant Management Standards (UGMS).

ARTICLE III. STATE AND FEDERAL FUNDING

3.1 FUNDING

This Contract is subject to termination or cancellation, without penalty to System Agency, either in whole or in part, subject to the availability of state funds. System Agency is a state agency whose authority and appropriations are subject to actions of the Texas Legislature. If System Agency becomes subject to a legislative change, revocation of statutory authority, or lack of appropriated funds that would render either System Agency's or Grantee's delivery or performance under the Contract impossible or unnecessary, the Contract will be terminated or cancelled and be deemed null and void. In the event of a termination or cancellation under this Section, System Agency will not be liable to Grantee for any damages, that are caused or associated with such termination, or cancellation, and System Agency will not be required to give prior notice.

3.2 NO DEBT AGAINST THE STATE

This Contract will not be construed as creating any debt by or on behalf of the State of Texas.

3.3 DEBT AND DELINQUENCIES

Grantee agrees that any payments due under the Contract shall be directly applied towards eliminating any debt or delinquency it has to the State of Texas including, but not limited to, delinquent taxes, delinquent student loan payments, and delinquent child support.

3.4 RECAPTURE OF FUNDS

A . At its sole discretion, the System Agency may i) withhold all or part of any payments to Grantee to offset overpayments, unallowable or ineligible costs made to the Grantee, or if any required financial status report(s) is not submitted by the due date(s), or ii) require Grantee to promptly refund or credit - within thirty (30) calendar days of written notice -

any funds erroneously paid by System Agency which are not expressly authorized under the Contract.

- B. "Overpayments" as used in this Section include payments (i) made by the System Agency that exceed the maximum allowable rates; (ii) that are not allowed under applicable laws, rules, or regulations; or (iii) that are otherwise inconsistent with this Contract, including any unapproved expenditures. Grantee understands and agrees that it will be liable to the System Agency for any costs disallowed pursuant to financial and compliance audit(s) of funds received under this Contract. Grantee further understands and agrees that reimbursement of such disallowed costs shall be paid by Grantee from funds which were not provided or otherwise made available to Grantee under this Contract.

ARTICLE IV. ALLOWABLE COSTS AND AUDIT REQUIREMENTS

4.1 ALLOWABLE COSTS

- A. System Agency will reimburse the allowable costs incurred in performing the Project that are sufficiently documented. Grantee must have incurred a cost prior to claiming reimbursement and within the applicable term to be eligible for reimbursement under this Contract. At its sole discretion, the System Agency will determine whether costs submitted by Grantee are allowable and eligible for reimbursement. The System Agency may take repayment (recoup) from funds available under this Contract in amounts necessary to fulfill Grantee's repayment obligations. Applicable cost principles, audit requirements, and administrative requirements include, but are not limited to:

Applicable Entity	Applicable Cost Principles	Audit Requirements	Administrative Requirements
State, Local, and Tribal Governments	2 CFR Part 200 and UGMS	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Educational Institutions	2 CFR Part 200 and UGMS	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Non-Profit Organizations	2 CFR Part 200 and UGMS	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS

For-profit Organization other than a hospital and an organization named in OMB Circular A-122 (2 CFR Part, 230) as not subject to that circular.	48 CFR Part 31, Contract Cost Principles and Procedures, or Uniform cost accounting standards that comply with cost principles acceptable to the federal or state awarding agency	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
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- B. OMB Circulars will be applied with the modifications prescribed by UGMS with effect given to whichever provision imposes the more stringent requirement in the event of a conflict.

4.2 AUDITS AND FINANCIAL STATEMENTS

A. Audits

- i. HHS Single Audit Unit will notify Grantee to complete the Single Audit Determination Form. If Grantee fails to complete the form within thirty (30) calendar days after receipt of notice, Grantee will be subject to the sanctions and remedies for non-compliance with this Contract.
- ii. If Grantee, within Grantee's fiscal year, expends at least SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) in federal funds awarded, Grantee shall have a single audit or program-specific audit in accordance with 2 CFR 200. The federal threshold amount includes federal funds passed through by way of state agency awards.
- iii. If Grantee, within Grantee's fiscal year, expends at least SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000) in state funds awarded, Grantee shall have a single audit or program-specific audit in accordance with UGMS, State of Texas Single Audit Circular. The audit must be conducted by an independent certified public accountant and in accordance with 2 CFR 200, Government Auditing Standards, and UGMS.
- iv. For-profit Grantees whose expenditures meet or exceed the federal or state expenditure thresholds stated above shall follow the guidelines in 2 CFR 200 or UGMS, as applicable, for their program-specific audits.
- v. Each Grantee that is required to obtain a single audit must competitively re-procure single audit services once every six years. Grantee shall procure audit services in compliance with this section, state procurement procedures, as well as with the provisions of UGMS.

B. Financial Statements

Each Grantee that does not meet the expenditure threshold for a single audit or program-specific audit, must provide financial statements.

4.3 SUBMISSION OF AUDITS AND FINANCIAL STATEMENTS

A. Audits

Due the earlier of 30 days after receipt of the independent certified public accountant's report or nine months after the end of the fiscal year, Grantee shall submit electronically one copy of the single audit or program-specific audit to the System Agency via:

i. HHS portal at: or,

<https://hhsportal.hhs.state.tx.us/heartwebextr/hhscSau>

ii. Email to: single_audit_report@hhsc.state.tx.us.

B. Financial Statements

Due no later than nine months after the Grantee's fiscal year end, Grantees which are not required to submit an audit, shall submit electronically financial statements via:

i. HHS portal at:

<https://hhsportal.hhs.state.tx.us/heartwebextr/hhscSau>; or,

ii. Email to: single_audit_report@hhsc.state.tx.us.

ARTICLE V. AFFIRMATIONS, ASSURANCES AND CERTIFICATIONS

5.1 GENERAL AFFIRMATIONS

Grantee certifies that, to the extent General Affirmations are incorporated into the Contract under the Signature Document, the Grantee has reviewed the General Affirmations and that Grantee is in compliance with all requirements.

5.2 FEDERAL ASSURANCES

Grantee further certifies that, to the extent Federal Assurances are incorporated into the Contract under the Signature Document, the Grantee has reviewed the Federal Assurances and that Grantee is in compliance with all requirements.

5.3 FEDERAL CERTIFICATIONS

Grantee further certifies that, to the extent Federal Certifications are incorporated into the Contract under the Signature Document, the Grantee has reviewed the Federal Certifications and that Grantee is in compliance with all requirements. In addition, Grantee certifies that it is in compliance with all applicable federal laws, rules, and regulations, as they may pertain to this Contract.

ARTICLE VI. INTELLECTUAL PROPERTY

6.1 OWNERSHIP OF WORK PRODUCT

All right, title, and interest in the Work Product, including all Intellectual Property Rights therein, is exclusively owned by System Agency. Grantee and Grantee's employees will have no rights in or ownership of the Work Product or any other property of System Agency. Any and all Work Product that is copyrightable under United States copyright law is deemed to be "work made for hire" owned by System Agency, as provided by Title 17 of the United States Code. To the extent that Work Product does not qualify as a "work made for hire" under applicable federal law, Grantee hereby irrevocably assigns and transfers to System Agency, its successors and assigns, the entire right, title, and interest in and to the Work Product, including any and all Intellectual Property Rights embodied therein or associated

therewith, and in and to all works based upon, derived from, or incorporating the Work Product, and in and to all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and in and to all causes of action, either in law or in equity for past, present or future infringement based on the copyrights, and in and to all rights corresponding to the foregoing. Grantee agrees to execute all papers and to perform such other property rights as System Agency may deem necessary to secure for System Agency or its designee the rights herein assigned. In the event that Grantee has any rights in and to the Work Product that cannot be assigned to System Agency, Grantee hereby grants to System Agency an exclusive, worldwide, royalty-free, transferable, irrevocable, and perpetual license, with the right to sublicense, to reproduce, distribute, modify, create derivative works of, publicly perform and publicly display, make, have made, use, sell and offer for sale the Work Product and any products developed by practicing such rights.

6.2 GRANTEE'S PRE-EXISTING WORKS

To the extent that Grantee incorporates into the Work Product any works of Grantee that were created by Grantee or that Grantee acquired rights in prior to the Effective Date of this Contract ("**Incorporated Pre-existing Works**"), Grantee retains ownership of such Incorporated Pre-existing Works, and Grantee hereby grants to System Agency an irrevocable, perpetual, non-exclusive, royalty-free, transferable, worldwide right and license, with the right to sublicense, to use, modify, copy, create derivative works of, publish, publicly perform and display, sell, offer to sell, make and have made, the Incorporated Pre-existing Works, in any medium, with or without the associated Work Product. Grantee represents, warrants, and covenants to System Agency that Grantee has all necessary right and authority to grant the foregoing license in the Incorporated Pre-existing Works to System Agency.

6.3 AGREEMENTS WITH EMPLOYEES AND SUBCONTRACTORS

Grantee shall have written, binding agreements with its employees and subcontractors that include provisions sufficient to give effect to and enable Grantee's compliance with Grantee's obligations under this **Article VI**.

6.4 DELIVERY UPON TERMINATION OR EXPIRATION

No later than the first calendar day after the termination or expiration of the Contract or upon System Agency's request, Grantee shall deliver to System Agency all completed, or partially completed, Work Product, including any Incorporated Pre-existing Works, and any and all versions thereof. Grantee's failure to timely deliver such Work Product is a material breach of the Contract. Grantee will not retain any copies of the Work Product or any documentation or other products or results of Grantee's activities under the Contract without the prior written consent of System Agency.

6.5 SURVIVAL

The provisions and obligations of this **Article VI** survive any termination or expiration of the Contract.

ARTICLE VII. RECORDS, AUDIT, AND DISCLOSURE

7.1 BOOKS AND RECORDS

Grantee shall keep and maintain under GAAP or GASB, as applicable, full, true, and complete records necessary to fully disclose to the System Agency, the Texas State Auditor's Office, the United States Government, and their authorized representatives sufficient information to determine compliance with the terms and conditions of this Contract and all state and federal rules, regulations, and statutes. Unless otherwise specified in this Contract, Grantee shall maintain legible copies of this Contract and all related documents for a minimum of seven (7) years after the termination of the Contract period or seven (7) years after the completion of any litigation or dispute involving the Contract, whichever is later.

7.2 ACCESS TO RECORDS, BOOKS, AND DOCUMENTS

In addition to any right of access arising by operation of law, Grantee and any of Grantee's affiliate or subsidiary organizations, or Subcontractors shall permit the System Agency or any of its duly authorized representatives, as well as duly authorized federal, state or local authorities, unrestricted access to and the right to examine any site where business is conducted or services are performed, and all records, which includes but is not limited to financial, client and patient records, books, papers or documents related to this Contract. If the Contract includes federal funds, federal agencies that shall have a right of access to records as described in this section include: the federal agency providing the funds, the Comptroller General of the United States, the General Accounting Office, the Office of the Inspector General, and any of their authorized representatives. In addition, agencies of the State of Texas that shall have a right of access to records as described in this section include: the System Agency, HHSC, HHSC's contracted examiners, the State Auditor's Office, the Office of the Texas Attorney General, and any successor agencies. Each of these entities may be a duly authorized authority. If deemed necessary by the System Agency or any duly authorized authority, for the purpose of investigation or hearing, Grantee shall produce original documents related to this Contract. The System Agency and any duly authorized authority shall have the right to audit billings both before and after payment, and all documentation that substantiates the billings. Grantee shall include this provision concerning the right of access to, and examination of, sites and information related to this Contract in any Subcontract it awards.

7.3 RESPONSE/COMPLIANCE WITH AUDIT OR INSPECTION FINDINGS

- A. Grantee must act to ensure its and its Subcontractors' compliance with all corrections necessary to address any finding of noncompliance with any law, regulation, audit requirement, or generally accepted accounting principle, or any other deficiency identified in any audit, review, or inspection of the Contract and the services and Deliverables provided. Any such correction will be at Grantee's or its Subcontractor's sole expense. Whether Grantee's action corrects the noncompliance shall be solely the decision of the System Agency.
- B. As part of the services, Grantee must provide to HHSC upon request a copy of those portions of Grantee's and its Subcontractors' internal audit reports relating to the services and Deliverables provided to the State under the Contract.

7.4 SAO AUDIT

- A. The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the Contract or indirectly through a subcontract under the Contract. The acceptance of funds directly under the Contract or indirectly through a subcontract under the Contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.
- B. Grantee shall comply with any rules and procedures of the state auditor in the implementation and enforcement of Section 2262.154 of the Texas Government Code.

7.5 CONFIDENTIALITY

Grantee shall maintain as confidential, and shall not disclose to third parties without System Agency's prior written consent, any System Agency information including but not limited to System Agency's business activities, practices, systems, conditions and services. This section will survive termination or expiration of this Contract.

ARTICLE VIII. CONTRACT REMEDIES AND EARLY TERMINATION

8.1 CONTRACT REMEDIES

To ensure Grantee's full performance of the Contract and compliance with applicable law, the System Agency reserves the right to hold Grantee accountable for breach of contract or substandard performance and may take remedial or corrective actions, including, but not limited to:

- i. suspending all or part of the Contract;
- ii. requiring the Grantee to take specific actions in order to remain in compliance with the Contract;
- iii. recouping payments made by the System Agency to the Grantee found to be in error;
- iv. suspending, limiting, or placing conditions on the Grantee's continued performance of the Project;
- v. imposing any other remedies, sanctions or penalties authorized under this Contract or permitted by federal or state statute, law, regulation or rule.

8.2 TERMINATION FOR CONVENIENCE

The System Agency may terminate the Contract at any time when, in its sole discretion, the System Agency determines that termination is in the best interests of the State of Texas. The termination will be effective on the date specified in HHSC's notice of termination. The System Agency's right to terminate the Contract for convenience is cumulative of all rights and remedies which exist now or in the future.

8.3 TERMINATION FOR CAUSE

Except as otherwise provided by the U.S. Bankruptcy Code, or any successor law, the System Agency may terminate the Contract, in whole or in part, upon either of the following conditions:

i. **Material Breach**

The System Agency will have the right to terminate the Contract in whole or in part if the System Agency determines, in its sole discretion, that Grantee has materially breached the Contract or has failed to adhere to any laws, ordinances, rules, regulations or orders of any public authority having jurisdiction and such violation prevents or substantially impairs performance of Grantee's duties under the Contract. Grantee's misrepresentation in any aspect of Grantee's Solicitation Response, if any, or Grantee's addition to the Excluded Parties List System (EPLS) will also constitute a material breach of the Contract.

ii. **Failure to Maintain Financial Viability**

The System Agency may terminate the Contract if, in its sole discretion, the System Agency has a good faith belief that Grantee no longer maintains the financial viability required to complete the services and Deliverables, or otherwise fully perform its responsibilities under the Contract.

ARTICLE IX. MISCELLANEOUS PROVISIONS

9.1 AMENDMENT

The Contract may only be amended by an Amendment executed by both Parties.

9.2 INSURANCE

- A. Unless otherwise specified in this Contract, Grantee shall acquire and maintain, for the duration of this Contract, insurance coverage necessary to ensure proper fulfillment of this Contract and potential liabilities thereunder with financially sound and reputable insurers licensed by the Texas Department of Insurance, in the type and amount customarily carried within the industry as determined by the System Agency. Grantee shall provide evidence of insurance as required under this Contract, including a schedule of coverage or underwriter's schedules establishing to the satisfaction of the System Agency the nature and extent of coverage granted by each such policy, upon request by the System Agency. In the event that any policy is determined by the System Agency to be deficient to comply with the terms of this Contract, Grantee shall secure such additional policies or coverage as the System Agency may reasonably request or that are required by law or regulation. If coverage expires during the term of this Contract, Grantee must produce renewal certificates for each type of coverage.
- B. These and all other insurance requirements under the Contract apply to both Grantee and its Subcontractors, if any. Grantee is responsible for ensuring its Subcontractors' compliance with all requirements.

9.3 LEGAL OBLIGATIONS

Grantee shall comply with all applicable federal, state, and local laws, ordinances, and regulations, including all federal and state accessibility laws relating to direct and indirect use of information and communication technology. Grantee shall be deemed to have knowledge of all applicable laws and regulations and be deemed to understand them.

9.4 PERMITTING AND LICENSURE

At Grantee's sole expense, Grantee shall procure and maintain for the duration of this Contract any state, county, city, or federal license, authorization, insurance, waiver, permit, qualification or certification required by statute, ordinance, law, or regulation to be held by Grantee to provide the goods or services required by this Contract. Grantee shall be responsible for payment of all taxes, assessments, fees, premiums, permits, and licenses required by law. Grantee shall be responsible for payment of any such government obligations not paid by its Subcontractors during performance of this Contract.

9.5 INDEMNITY

- A. GRANTEE SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE STATE OF TEXAS AND SYSTEM AGENCY, AND/OR THEIR OFFICERS, AGENTS, EMPLOYEES, REPRESENTATIVES, CONTRACTORS, ASSIGNEES, AND/OR DESIGNEES FROM ANY AND ALL LIABILITY, ACTIONS, CLAIMS, DEMANDS, OR SUITS, AND ALL RELATED COSTS, ATTORNEY FEES, AND EXPENSES ARISING OUT OF OR RESULTING FROM ANY ACTS OR OMISSIONS OF GRANTEE OR ITS AGENTS, EMPLOYEES, SUBCONTRACTORS, ORDER FULFILLERS, OR SUPPLIERS OF SUBCONTRACTORS IN THE EXECUTION OR PERFORMANCE OF THE CONTRACT AND ANY PURCHASE ORDERS ISSUED UNDER THE CONTRACT. THE DEFENSE SHALL BE COORDINATED BY GRANTEE WITH THE OFFICE OF THE TEXAS ATTORNEY GENERAL WHEN TEXAS STATE AGENCIES ARE NAMED DEFENDANTS IN ANY LAWSUIT AND GRANTEE MAY NOT AGREE TO ANY SETTLEMENT WITHOUT FIRST OBTAINING THE CONCURRENCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL. GRANTEE AND SYSTEM AGENCY AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY SUCH CLAIM.**
- B. THIS PARAGRAPH IS NOT INTENDED TO AND SHALL NOT BE CONSTRUED TO REQUIRE GRANTEE TO INDEMNIFY OR HOLD HARMLESS THE STATE OR THE SYSTEM AGENCY FOR ANY CLAIMS OR LIABILITIES RESULTING FROM THE NEGLIGENCE ACTS OR OMISSIONS OF THE SYSTEM AGENCY OR ITS EMPLOYEES.**
- C. For the avoidance of doubt, System Agency shall not indemnify Grantee or any other entity under the Contract.**

9.6 ASSIGNMENTS

- A. Grantee may not assign all or any portion of its rights under, interests in, or duties required under this Contract without prior written consent of the System Agency, which may be withheld or granted at the sole discretion of the System Agency. Except where otherwise agreed in writing by the System Agency, assignment will not release Grantee from its obligations under the Contract.
- B. Grantee understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. This assignment will only be made to another State agency or a non-state agency that is contracted to perform agency support.

9.7 INDEPENDENT CONTRACTOR

Grantee and Grantee's employees, representatives, agents, Subcontractors, suppliers, and third-party service providers shall serve as independent contractors in providing the services under the Contract. Neither Grantee nor System Agency is an agent of the other and neither may make any commitments on the other party's behalf. Should Grantee subcontract any of the services required in the Contract, Grantee expressly understands and acknowledges that in entering such subcontract(s), System Agency is in no manner liable to any Subcontractor(s) of Grantee. In no event shall this provision relieve Grantee of the responsibility for ensuring that the services performed under all subcontracts are rendered in compliance with the Contract. Grantee shall have no claim against System Agency for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. The Contract shall not create any joint venture, partnership, agency, or employment relationship between Grantee and System Agency.

9.8 TECHNICAL GUIDANCE LETTERS

In the sole discretion of the System Agency, and in conformance with federal and state law, the System Agency may issue instructions, clarifications, or interpretations as may be required during work performance in the form of a Technical Guidance Letter (TGL). A TGL must be in writing, and may be delivered by regular mail, electronic mail, or facsimile transmission. Any TGL issued by the System Agency will be incorporated into the Contract by reference for all purposes when it is issued.

9.9 DISPUTE RESOLUTION

- A. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used to attempt to resolve any dispute arising under the Contract.
- B. If a contract dispute arises that cannot be resolved to the satisfaction of the Parties, either Party may notify the other Party in writing of the dispute. If the Parties are unable to satisfactorily resolve the dispute within fourteen (14) days of the written notification, the Parties must use the dispute resolution process provided for in Chapter 2260 of the Texas Government Code to attempt to resolve the dispute. This provision will not apply to any matter with respect to which either Party may make a decision within its respective sole discretion.

9.10 GOVERNING LAW AND VENUE

The Contract shall be governed by and construed in accordance with the laws of the State of Texas, without regard to the conflicts of law provisions. The venue of any suit arising under the Contract is fixed in any court of competent jurisdiction of Travis County, Texas, unless the specific venue is otherwise identified in a statute which directly names or otherwise identifies its applicability to the System Agency.

9.11 SEVERABILITY

If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-

enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

9.12 SURVIVABILITY

Expiration or termination of the Contract for any reason does not release Grantee from any liability or obligation set forth in the Contract that is expressly stated to survive any such expiration or termination, that by its nature would be intended to be applicable following any such expiration or termination, or that is necessary to fulfill the essential purpose of the Contract, including without limitation the provisions regarding warranty, indemnification, confidentiality, and rights and remedies upon termination.

9.13 FORCE MAJEURE

Neither Grantee nor System Agency shall be liable to the other for any delay in, or failure of performance, of any requirement included in the Contract caused by force majeure. The existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined as acts of God, war, fires, explosions, hurricanes, floods, failure of transportation, or other causes that are beyond the reasonable control of either party and that by exercise of due foresight such party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome.

9.14 NO WAIVER OF PROVISIONS

The failure of the System Agency to object to or to take affirmative action with respect to any conduct of the Grantee which is in violation or breach of the terms of the Contract shall not be construed as a waiver of the violation or breach, or of any future violation or breach.

9.15 PUBLICITY

- A. Except as provided in the paragraph below, Grantee must not use the name of, or directly or indirectly refer to, the System Agency, the State of Texas, or any other State agency in any media release, public announcement, or public disclosure relating to the Contract or its subject matter, including in any promotional or marketing materials, customer lists, or business presentations.
- B. Grantee may publish, at its sole expense, results of Grantee performance under the Contract with the System Agency’s prior review and approval, which the System Agency may exercise at its sole discretion. Any publication (written, visual, or sound) will acknowledge the support received from the System Agency and any Federal agency, as appropriate.
- C. Contractor is prohibited from using the Work for any Contractor or third party marketing, advertising, or promotional activities, without the prior written consent of System Agency. The foregoing prohibition includes, without limitation, the placement of banners, pop-up ads, or other advertisements promoting Contractor’s or a third party’s products, services, workshops, trainings, or other commercial offerings on any website portal or internet-based service or software application hosted or managed by Contractor as part of the Work.

9.16 PROHIBITION ON NON-COMPETE RESTRICTIONS

Grantee shall not require any employees or Subcontractors to agree to any conditions, such as non-compete clauses or other contractual arrangements that would limit or restrict such persons or entities from employment or contracting with the State of Texas.

9.17 NO WAIVER OF SOVEREIGN IMMUNITY

Nothing in the Contract will be construed as a waiver of the System Agency's or the State's sovereign immunity. This Contract shall not constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas. The failure to enforce, or any delay in the enforcement, of any privileges, rights, defenses, remedies, or immunities available to the System Agency or the State of Texas under the Contract or under applicable law shall not constitute a waiver of such privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel. System Agency does not waive any privileges, rights, defenses, or immunities available to System Agency by entering into the Contract or by its conduct prior to or subsequent to entering into the Contract.

9.18 ENTIRE CONTRACT AND MODIFICATION

The Contract constitutes the entire agreement of the Parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Any additional or conflicting terms in any future document incorporated into the Contract will be harmonized with this Contract to the extent possible.

9.19 COUNTERPARTS

This Contract may be executed in any number of counterparts, each of which will be an original, and all such counterparts will together constitute but one and the same Contract.

9.20 PROPER AUTHORITY

Each Party represents and warrants that the person executing this Contract on its behalf has full power and authority to enter into this Contract.

9.21 E-VERIFY PROGRAM

Grantee certifies that it utilizes and will continue to utilize the U.S. Department of Homeland Security's E-Verify system to determine the eligibility of:

- i. all persons employed to perform duties within Texas during the term of the Contract; and
- ii. all persons, (including subcontractors) assigned by the Grantee to perform work pursuant to the Contract within the United States of America.

9.22 CIVIL RIGHTS

- A. Grantee agrees to comply with state and federal anti-discrimination laws, including:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d *et seq.*);
 - ii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794);
 - iii. Americans with Disabilities Act of 1990 (42 U.S.C. §12101 *et seq.*);
 - iv. Age Discrimination Act of 1975 (42 U.S.C. §§6101-6107);

- v. Title IX of the Education Amendments of 1972 (20 U.S.C. §§1681-1688);
 - vi. Food and Nutrition Act of 2008 (7 U.S.C. §2011 *et seq.*); and
 - vii. The System Agency's administrative rules, as set forth in the Texas Administrative Code, to the extent applicable to this Contract.
- B. Grantee agrees to comply with all amendments to the above-referenced laws, and all requirements imposed by the regulations issued pursuant to these laws. These laws provide in part that no persons in the United States may, on the grounds of race, color, national origin, sex, age, disability, political beliefs, or religion, be excluded from participation in or denied any aid, care, service or other benefits provided by Federal or State funding, or otherwise be subjected to discrimination.
- C. Grantee agrees to comply with Title VI of the Civil Rights Act of 1964, and its implementing regulations at 45 C.F.R. Part 80 or 7 C.F.R. Part 15, prohibiting a contractor from adopting and implementing policies and procedures that exclude or have the effect of excluding or limiting the participation of clients in its programs, benefits, or activities on the basis of national origin. State and federal civil rights laws require contractors to provide alternative methods for ensuring access to services for applicants and recipients who cannot express themselves fluently in English. Grantee agrees to take reasonable steps to provide services and information, both orally and in writing, in appropriate languages other than English, in order to ensure that persons with limited English proficiency are effectively informed and can have meaningful access to programs, benefits, and activities.
- D. Grantee agrees to post applicable civil rights posters in areas open to the public informing clients of their civil rights and including contact information for the HHS Civil Rights Office. The posters are available on the HHS website at: <http://hhscx.hhsc.texas.gov/system-support-services/civil-rights/publications>
- E. Grantee agrees to comply with Executive Order 13279, and its implementing regulations at 45 C.F.R. Part 87 or 7 C.F.R. Part 16. These provide in part that any organization that participates in programs funded by direct financial assistance from the United States Department of Agriculture or the United States Department of Health and Human Services shall not discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief.
- F. Upon request, Grantee shall provide HHSC's Civil Rights Office with copies of the Grantee's civil rights policies and procedures.
- G. Grantee must notify HHSC's Civil Rights Office of any civil rights complaints received relating to its performance under this Contract. This notice must be delivered no more than ten (10) calendar days after receipt of a complaint. Notice provided pursuant to this section must be directed to:

HHSC Civil Rights Office
701 W. 51st Street, Mail Code W206
Austin, Texas 78751
Phone Toll Free: (888) 388-6332
Phone: (512) 438-4313
TTY Toll Free: (877) 432-7232
Fax: (512) 438-5885.

9.23 SYSTEM AGENCY DATA

As between the Parties, all data and information acquired, accessed, or made available to Contractor by or through System Agency or System Agency contractors, including all electronic data generated, processed, transmitted, or stored by Contractor in the course of providing data processing services in connection with Contractor's performance hereunder, (the "**System Agency Data**"), is owned solely by System Agency. Contractor has no right or license to use, analyze, aggregate, transmit, create derivatives of, copy, disclose, or process the System Agency Data except as required for Contractor to fulfill its obligations under the Contract or as authorized in advance in writing by System Agency. For the avoidance of doubt, Contractor is expressly prohibited from using, and from permitting any third party to use, System Agency Data for marketing, research, or other non-governmental or commercial purposes, without the prior written consent of System Agency.

Attachment E

TEXAS HEALTH AND HUMAN SERVICES

CONTRACT AFFIRMATIONS

(Version 1.6; November 7, 2019)

The term “**System Agency**” used in these affirmations means HHS or any of the agencies of the State of Texas that are overseen by HHSC under authority granted under Texas law and the officers, employees, authorized representatives, and designees of those agencies. These agencies include: HHSC and the Department of State Health Services.

By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

A. Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.

B. Complete and Accurate Information

Contractor represents and warrants that all statements and information provided to System Agency are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.

C. Public Information Act

Contractor understands that System Agency will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.

D. **Contracting Information Requirements**

Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

E. Assignment

- A. Contractor shall not assign its rights under the contract or delegate the performance of its duties under the contract without prior written approval from HHSC. Any attempted assignment in violation of this provision is void and without effect.
- B. Contractor understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. This assignment will only be made to another State agency or a non-state agency that is contracted to perform agency support. Upon receipt of System Agency's notice of assignment, pledge, or transfer, Contractor shall cooperate with System Agency in giving effect to such assignment, pledge, or transfer, at no cost to System Agency or to the recipient entity.

F. Terms and Conditions Attached to Response

Contractor accepts the Solicitation terms and conditions unless specifically noted by exceptions advanced in the form and manner directed in the Solicitation, if any, under which this Contract was awarded. Contractor agrees that all exceptions to the Solicitation, as well as terms and conditions advanced by Contractor that differ in any manner from System Agency's terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

G. System Agency Right to Use

Contractor agrees that System Agency has the right to use, produce, and distribute copies of and to disclose to System Agency employees, agents, and contractors and other governmental entities all or part of this Contract or any related Solicitation Response as System Agency deems necessary to complete the procurement process or comply with state or federal laws.

H. Release from Liability

Contractor generally releases from liability and waives all claims against any party providing information about the Contractor at the request of System Agency.

I. Dealings with Public Servants

Contractor has not given, has not offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this Contract or any related Solicitation, or related Solicitation Response.

J. **Financial Participation Prohibited**

Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract

and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

K. Prior Disaster Relief Contract Violation

Under Sections 2155.006 and 2261.053 of the Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), the Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

L. Child Support Obligation

Under Section 231.006(d) of the Texas Family Code regarding child support, Contractor certifies that the individual or business entity named in this Contract and any related Solicitation Response is not ineligible to receive the specified payment and acknowledges that the Contract may be terminated and payment may be withheld if this certification is inaccurate.

M. Suspension and Debarment

Contractor certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM)* maintained by the General Services Administration. This certification is made pursuant to the regulations implementing Executive Order 12549 and Executive Order 12689, Debarment and Suspension, 2 C.F.R. Part 376, and any relevant regulations promulgated by the Department or Agency funding this project. This provision shall be included in its entirety in Contractor's subcontracts, if any, if payment in whole or in part is from federal funds.

N. Excluded Parties

Contractor certifies that it is not listed in the prohibited vendors list authorized by Executive Order 13224, "*Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism,*" published by the United States Department of the Treasury, Office of Foreign Assets Control.

O. Foreign Terrorists Organizations

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

P. **Executive Head of a State Agency**

In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Contractor certifies that it is not (1) the executive head of an HHS agency, (2) a person who at any time during the four years before the date of this Contract was the executive head of an HHS agency, or (3) a person who employs a current or former executive head of an HHS agency.

Q. Human Trafficking Prohibition

Under Section 2155.0061 of the Texas Government Code, Contractor certifies that the individual or business entity named in this Contract is not ineligible to receive this contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.

R. Franchise Tax Status

Contractor represents and warrants that it is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171 of the Texas Tax Code.

S. Debts and Delinquencies

Contractor agrees that any payments due under this Contract shall be applied towards any debt or delinquency that is owed to the State of Texas.

T. Lobbying Prohibition

Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract or any related Solicitation are not prohibited by Sections 556.005, 556.0055, or 556.008 of the Texas Government Code (relating to use of appropriated money or state funds to employ or pay lobbyists, lobbying expenses, or influence legislation).

U. Buy Texas

Contractor agrees to comply with Section 2155.4441 of the Texas Government Code, requiring the purchase of products and materials produced in the State of Texas in performing service contracts.

V. Disaster Recovery Plan

Contractor agrees that upon request of System Agency, Contractor shall provide copies of its most recent business continuity and disaster recovery plans.

W. **Technology Access**

Contractor expressly acknowledges that state funds may not be expended in connection with the purchase of an automated information system unless that system meets certain statutory requirements relating to accessibility by persons with visual impairments. Accordingly, Contractor represents and warrants to System Agency that the technology

provided to System Agency for purchase (if applicable under this Contract or any related Solicitation) is capable, either by virtue of features included within the technology or because it is readily adaptable by use with other technology, of:

- 4 providing equivalent access for effective use by both visual and non-visual means;
- 5 presenting information, including prompts used for interactive communications, in formats intended for non-visual use; and
- 6 being integrated into networks for obtaining, retrieving, and disseminating information used by individuals who are not blind or visually impaired.

For purposes of this Section, the phrase “equivalent access” means a substantially similar ability to communicate with or make use of the technology, either directly by features incorporated within the technology or by other reasonable means such as assistive devices or services which would constitute reasonable accommodations under the Americans With Disabilities Act or similar state or federal laws. Examples of methods by which equivalent access may be provided include, but are not limited to, keyboard alternatives to mouse commands and other means of navigating graphical displays, and customizable display appearance.

In accordance with Section 2157.005 of the Texas Government Code, the Technology Access Clause contract provision remains in effect for any contract entered into before September 1, 2006.

X. Computer Equipment Recycling Program

If this Contract is for the purchase or lease of computer equipment, then Contractor certifies that it is in compliance with Subchapter Y, Chapter 361 of the Texas Health and Safety Code related to the Computer Equipment Recycling Program and the Texas Commission on Environmental Quality rules in 30 TAC Chapter 328.

Y. Television Equipment Recycling

If this Contract is for the purchase or lease of covered television equipment, then Contractor certifies that it is compliance with Subchapter Z, Chapter 361 of the Texas Health and Safety Code related to the Television Equipment Recycling Program.

Z. Cybersecurity Training

- A. Contractor represents and warrants that it will comply with the requirements of Section 2054.5192 of the Texas Government Code relating to cybersecurity training and required verification of completion of the training program.
- B. Contractor represents and warrants that if Contractor or Subcontractors, officers, or employees of Contractor have access to any state computer system or database, the Contractor,

Subcontractors, officers, and employees of Contractor shall complete cybersecurity training pursuant to and in accordance with Government Code, Section 2054.5192.

AA. Restricted Employment for Certain State Personnel

Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of a state agency who during the period of state service or employment participated on behalf of a state agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the Contract is signed or the procurement is terminated or withdrawn.

BB. Disclosure of Prior State Employment

If this Contract is for consulting services under Chapter 2254 of the Texas Government Code, in accordance with Section 2254.033 of the Texas Government Code, Contractor certifies that it does not employ an individual who was employed by System Agency or another agency at any time during the two years preceding the submission of any related Solicitation Response related to this Contract or, in the alternative, Contractor has disclosed in any related Solicitation Response the following:

- 7 the nature of the previous employment with System Agency or the other agency;
- 8 the date the employment was terminated; and
 - 9 the annual rate of compensation at the time of the employment was terminated.

CC. No Conflicts of Interest

- A. Contractor represents and warrants that it has no actual or potential conflicts of interest in providing the requested goods or services to System Agency under this Contract or any related Solicitation and that Contractor's provision of the requested goods and/or services under this Contract and any related Solicitation will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety.
- B. Contractor agrees that, if after execution of the Contract, Contractor discovers or is made aware of a Conflict of Interest, Contractor will immediately and fully disclose such interest in writing to HHSC. In addition, Contractor will promptly and fully disclose any relationship that might be perceived or represented as a conflict after its discovery by Contractor or by HHSC as a potential conflict. HHSC reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by HHSC's decision.

DD. Fraud, Waste, and Abuse

Contractor understands that System Agency does not tolerate any type of fraud. The agency's policy is to promote consistent, legal, and ethical organizational behavior by assigning responsibilities and providing guidelines to enforce controls. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. All employees or contractors who suspect fraud, waste or abuse (including employee misconduct that would constitute fraud,

waste, or abuse) are required to immediately report the questionable activity to both the Health and Human Services Commission's Office of the Inspector General at 1-800-436-6184 and the State Auditor's

Office. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud including, but not limited to, HHS Circular C-027.

EE. **Antitrust**

The undersigned affirms under penalty of perjury of the laws of the State of Texas that:

- A. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- B. in connection with this Contract and any related Solicitation Response, neither I nor any representative of the Contractor has violated any federal antitrust law; and
- C. neither I nor any representative of the Contractor has directly or indirectly communicated any of the contents of this Contract and any related Solicitation Response to a competitor of the Contractor or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Contractor.

FF. **Legal and Regulatory Actions**

Contractor represents and warrants that it is not aware of and has received no notice of any court or governmental agency proceeding, investigation, or other action pending or threatened against Contractor or any of the individuals or entities included in numbered paragraph I of these Contract Affirmations within the five (5) calendar years immediately preceding execution of this Contract or the submission of any related Solicitation Response that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. If Contractor is unable to make the preceding representation and warranty, then Contractor instead represents and warrants that it has provided to System Agency a complete, detailed disclosure of any such court or governmental agency proceeding, investigation, or other action that would or could impair Contractor's performance under this Contract, relate to the contracted or similar goods or services, or otherwise be relevant to System Agency's consideration of entering into this Contract. In addition, Contractor acknowledges this is a continuing disclosure requirement. Contractor represents and warrants that Contractor shall notify System Agency in writing within five (5) business days of any changes to the representations or warranties in this clause and understands that failure to so timely update System Agency shall constitute breach of contract and may result in immediate contract termination.

GG. **No Felony Criminal Convictions**

Contractor represents that neither Contractor nor any of its employees, agents, or representatives, including any subcontractors and employees, agents, or representative of such subcontractors, have been convicted of a felony criminal offense or that if such a conviction has occurred Contractor has fully advised System Agency in writing of the facts and circumstances surrounding the convictions.

HH. **Unfair Business Practices**

Contractor represents and warrants that it has not been the subject of allegations of Deceptive Trade Practices violations under Chapter 17 of the Texas Business and Commerce Code, or allegations of any unfair business practice in any administrative hearing or court suit and that Contractor has not been found to be liable for such practices in such proceedings. Contractor certifies that it has no officers who have served as officers of other entities who have been the subject of allegations of Deceptive Trade Practices violations or allegations of any unfair business practices in an administrative hearing or court suit and that such officers have not been found to be liable for such practices in such proceedings.

II. **Entities that Boycott Israel**

Pursuant to Section 2271.002 of the Texas Government Code, Contractor certifies that either:

- A. it meets an exemption criteria under Section 2271.002; or
- B. it does not boycott Israel and will not boycott Israel during the term of the contract resulting from this Solicitation. If Contractor refuses to make that certification, Contractor shall state here any facts that make it exempt from the boycott certification:

JJ. **E-Verify Program**

Contractor certifies that for contracts for services, Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system during the term of this Contract to determine the eligibility of:

- 6 all persons employed by Contractor to perform duties within Texas; and
- 7 all persons, including subcontractors, assigned by Contractor to perform work pursuant to this Contract within the United States of America.

KK. **Professional or Consulting Contract**

If this Contract is an employment contract, a professional services contract under Chapter 2254 of the Texas Government Code, or a consulting services contract under Chapter 2254 of the Texas Government Code, Contractor represents and warrants that neither Contractor nor any of Contractor's employees including, but not limited to, those authorized to provide services under the contract, were former employees of an HHS Agency during the twelve

(12) month period immediately prior to the date of the execution of the contract.

LL. **Former Agency Employees**

Contractor represents and warrants, during the twelve (12) month period immediately prior to the date of the execution of this Contract, none of its employees including, but not limited to those who will provide services under the Contract, was an employee of an HHS Agency.

Pursuant to Section 2252.901, Texas Government Code (relating to prohibitions regarding contracts with and involving former and retired state agency employees), Contractor will not allow any former employee of the System Agency to perform services under this Contract during the twelve (12) month period immediately following the employee's last date of employment at the System Agency.

MM. Disclosure of Prior State Employment

If this Contract is for consulting services,

A. In accordance with Section 2254.033 of the Texas Government Code, a Contractor providing consulting services who has been employed by, or employs an individual who has been employed by, HHSC or another State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services must disclose the following information in its offer to provide services. Contractor hereby certifies that this information was provided and remains true, correct, and complete:

- (i) Name of individual(s) (Respondent or employee(s));
- (ii) Status;
- (iii) The nature of the previous employment with HHSC or the other State of Texas agency;
- (iv) The date the employment was terminated and the reason for the termination; and
- (v) The annual rate of compensation for the employment at the time of its termination.

B. If no information was provided in response to Section A above, Contractor certifies that neither Contractor nor any individual employed by Contractor was employed by HHSC or any other State of Texas agency at any time during the two years preceding the submission of Contractor's offer to provide services.

NN. Abortion Funding Limitation

Contractor understands, acknowledges, and agrees that, pursuant to Article IX, Section

6.25 of the General Appropriations Act (the Act), to the extent allowed by federal and state law, money appropriated by the Texas Legislature may not be distributed to any individual or entity that, during the period for which funds are appropriated under the Act:

- 8 performs an abortion procedure that is not reimbursable under the state's Medicaid program;
- 9 is commonly owned, managed, or controlled by an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program; or
- 10 is a franchise or affiliate of an entity that performs an abortion procedure that is not reimbursable under the state's Medicaid program. The provision does not apply to a hospital licensed under Chapter 241, Health and Safety Code, or an office exempt under Section 245.004(2), Health and Safety Code.

Contractor represents and warrants that it is not ineligible, nor will it be ineligible during the term of this Contract, to receive appropriated funding pursuant to Article IX, Section 6.25.

OO. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2272 of the Texas Government Code, except as exempted under that Chapter, HHSC cannot contract with an abortion provider or an affiliate of an abortion provider. Contractor certifies that it is not ineligible to contract with HHSC under the terms of Chapter 2272 of the Texas Government Code. If Contractor refuses to make that certification, Contractor shall state here any facts that make it exempt from the certification:

PP. False Representation

Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

QQ. False Statements

Contractor represents and warrants that all statements and information prepared and submitted by Contractor in this Contract and any related Solicitation Response are current, complete, true, and accurate. Contractor acknowledges any false statement or material misrepresentation made by Contractor during the performance of this Contract or any related Solicitation is a material breach of contract and may void this Contract. Further, Contractor understands, acknowledges, and agrees that any false representation or any failure to comply with a representation, warranty, or certification made by Contractor is subject to all civil and criminal consequences provided at law or in equity including, but not limited to, immediate termination of this Contract.

RR. Permits and License

Contractor represents and warrants that it will comply with all applicable laws and maintain all permits and licenses required by applicable city, county, state, and federal rules, regulations, statutes, codes, and other laws that pertain to this Contract.

SS. Drug-Free Workplace

Contractor represents and warrants that it shall comply with the applicable provisions of the Drug-Free Work Place Act of 1988 (41 U.S.C. §701 et seq.) and maintain a drug-free work environment.

TT. **Equal Employment Opportunity**

Contractor represents and warrants its compliance with all applicable duly enacted state and federal laws governing equal employment opportunities.

UU. Federal Occupational Safety and Health Law

Contractor represents and warrants that all articles and services shall meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Act of 1970, as amended (29 U.S.C. Chapter 15).

W. Signature Authority

Contractor represents and warrants that the individual signing this Contract is authorized to sign on behalf of Contractor and to bind the Contractor.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Contract Affirmations Signature. Authorized representative on behalf of Contractor must complete and sign the following:

Human Coalition

Legal Name of Contractor

Health for Her; Grapevine Women's Clinic; Fort Worth Women's Clinic

Assumed Business Name of Contractor, if applicable (D.B.A. or 'doing business as')

Tarrant County and Collin County

Texas County(s) for Assumed Business Name (D.B.A. or 'doing business as')
Attach Assumed Name Certificate(s) for each County

DocuSigned by:
Brian Fisher
E89F416308C7475...

Signature of Authorized Representative

August 28, 2020

Date Signed

Brian E. Fisher

Printed Name of Authorized Representative
First, Middle Name or Initial, and Last Name

President

Title of Authorized Representative

~~7800 Dallas Pkwy, Suite 550~~
Physical Street Address

Plano, TX 75024
City, State, Zip Code

~~P.O. Box 5347~~
Mailing Address, if different

Frisco TX 75035
City, State, Zip Code

~~(214) 295-7301~~
Phone Number

n/a
Fax Number

bfisher@humancoalition.org

Email Address

966403094

DUNS Number

26-4099950

Federal Employer Identification Number

12640999509

Texas Payee ID No. – 11 digits

32038722552

Texas Franchise Tax Number

801076579

Texas Secretary of State Filing Number



TEXAS

Health and Human Services

**Health and Human Services (HHS)
Additional Provisions
Version 1.0
Effective: November 7, 2019**

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ADDITIONAL PROVISIONS

The terms and conditions of these Additional Provisions are incorporated into and made a part of the Contract. Capitalized items used in these Additional Provisions and not otherwise defined have the meanings assigned to them in HHSC Uniform Terms and Conditions.

1. HHSC VENDOR ACCESS

At HHSC's request, Contractor will allow parties interested in responding to other HHSC solicitations to have reasonable access during normal business hours to the Work, software, systems documentation, and site visits to the Contractor's facilities. Contractor may elect to have such parties inspecting the Work, facilities, software or systems documentation to agree to use the information so obtained only in the State of Texas and only for the purpose of responding to the relevant HHSC solicitation.

2. HHSC APPROVAL OF STAFFING

- A. Contractor shall not employ or contract with or permit the employment of unfit or unqualified persons or persons not skilled in the tasks assigned to them. The Contractor shall at all times employ sufficient labor to carry out functions and services in the manner and time prescribed by the Contract. The Contractor shall be responsible to HHSC for the acts and omissions of the Contractor's employees, agents (including, but not limited to, lobbyists) and Subcontractors and the Contractor shall enforce strict discipline among the Contractor's employees, agents (including, but not limited to, lobbyists) and Subcontractors performing the services under the Contract.
- B. Any person employed by the Contractor shall, at the written request of HHSC, and within HHSC's sole discretion, be removed immediately by the Contractor from work relating to the Contract.

3. TURNOVER PLAN

HHSC, in its sole discretion, may require Contractor to develop and submit a Turnover Plan at any time during the term of the Contract. Contractor must submit the Turnover Plan to HHSC for review and approval. The Turnover Plan must describe Contractor's policies and procedures that will ensure:

- i. The least disruption in the delivery of the Work during Turnover to HHSC or its designee; and
- ii. Full cooperation with HHSC or its designee in transferring the Work and the obligations of the Contract.

4. TURNOVER ASSISTANCE

Contractor will provide any assistance and actions reasonably necessary to enable HHSC or its designee to effectively close out the Contract and transfer the Work and the obligations of the Contract to another vendor or to perform the Work by itself. Contractor agrees that this obligation survives the termination, regardless of whether for cause or convenience, or the expiration of the Contract and remains in effect until completed to the satisfaction of HHSC.

5. NOTICE OF CRIMINAL ACTIVITY AND DISCIPLINARY ACTIONS

- A. Contractor shall immediately report in writing to its assigned HHSC contract manager when Contractor learns of or has any reason to believe it or any person with ownership or controlling interest in Contractor, or their agent, employee, subcontractor or volunteer who is providing services under this Contract has:
- i. Engaged in any activity that could constitute a criminal offense equal to or greater than a Class A misdemeanor or grounds for disciplinary action by a state or federal regulatory authority; or
 - ii. Been placed on community supervision, received deferred adjudication, or been indicted for or convicted of a criminal offense relating to involvement in any financial matter, federal or state program or felony sex crime.
- B. Contractor shall not permit any person who engaged, or was alleged to have engaged, in any activity subject to reporting under this section to perform direct client services or have direct contact with clients, unless otherwise directed in writing by the System Agency.

6. NOTICE OF IRS OR TWC INSOLVENCY

Contractor shall notify in writing its assigned HHSC contract manager of any insolvency, incapacity or outstanding unpaid obligations of Contractor owed to the Internal Revenue Service or the State of Texas, or any agency or political subdivision of the State of Texas within five days of the date of Contractor's becoming aware of such.

7. NOTICE OF A LICENSE ACTION

Contractor shall notify its assigned HHSC contract manager of any action impacting Contractor's license to provide services under this Contract within five days of becoming aware of the action and include the following:

- i. Reason for such action;
- ii. Name and contact information of the local, state or federal department or agency or entity;
- iii. Date of the license action; and
- iv. License or case reference number.

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CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.


(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION Human Coalition	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: Brian Middle Name: <input type="text"/>
* Last Name: Fisher	Suffix: <input type="text"/>
* Title: President	
* SIGNATURE:  E89F418308C7475...	* DATE: August 28, 2020

Human Coalition

EXHIBIT A-1: AFFIRMATIONS AND SOLICITATION ACCEPTANCE A2A ACCEPTANCE FORM

Legal Business Name of

Applicant: Human Coalition

Every site funded under this procurement must complete this certification. This certification pertains to the following billing or performing provider:

Provider Name Human Coalition

Provider's primary billing address:

Street Address **PO Box 5052**

Street Address City/State/Zip Code **Frisco TX 75035**

Telephone Number **214-295-7301**

Provider's primary physical address:

Street Address **7800 N. Dallas Parkway**

Street Address City/State/Zip Code **Plano, TX 75024**

Telephone Number **214-295-7301**

For the purposes of this certification the following terms are defined as follows:

The term "Affiliate" means:

An individual or entity that has a legal relationship with another entity, which relationship is created or governed by at least one written instrument that demonstrates:

1. common ownership, management, or control;
2. a franchise; or
3. the granting or extension of a license or other agreement that authorizes the Affiliate to use the other entity's brand name, trademark, service mark, or other registered identification mark.

The "written instruments" referenced above may include a certificate of formation, a franchise agreement, standards of affiliation, bylaws, or a license, but do not include agreements related to a physician's participation in a physician group practice, such as a hospital group agreement, staffing agreement, management agreement, or collaborative practice agreement.

The term "Abortion" has the meaning as defined in Texas Health and Safety Code §245.002.

The term "Promote" means advancing, furthering, advocating, or popularizing elective abortion by, for example:

1. taking affirmative action to secure elective Abortion services for an Alternatives to Abortion client (such as making an appointment, obtaining consent for the elective Abortion, arranging for transportation, negotiating a reduction in an elective Abortion provider fee, or arranging or scheduling an elective Abortion procedure); however, the term does not include providing upon the patient's request neutral, factual information and nondirective counseling, including the name, address, telephone number, and other relevant information about a provider;
2. furnishing or displaying to a Alternatives to Abortion client information that publicizes or advertises an elective Abortion service or provider;
3. or using, displaying, or operating under a brand name, trademark, service mark, or registered identification mark of an organization that performs or Promotes elective Abortions.

My name is Brian Fisher. I am the provider or, if the provider is an organization, I am the provider's (title or position) President. I am of sound mind, capable of making this certification, and I am personally acquainted with the facts stated here. If I am representing an organizational provider, I am authorized to make this certification on the provider's behalf. Throughout the remainder of this document, the word "I" will represent the individual provider that is completing this form or the

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organizational provider on whose behalf the form is being completed. If this form is being completed on behalf of an organizational provider, the word "I" is inclusive of the organization, owners, officers, employees, and volunteers, or any combination of these.

By checking the boxes under each statement below, I affirm that each of the following statements is true. I understand that my failure to mark each of the statements will be regarded as my representation that the statement is false:

1. I do not perform or Promote elective Abortions.
x I affirm that this statement is true and correct.
2. I am not an Affiliate of an entity that performs or Promotes elective Abortions.
x I affirm that this statement is true and correct.
3. None of the funds that I receive for performing Alternatives to Abortion services are used to pay the direct or indirect costs (including marketing, overhead, rent, phones and utilities) of elective Abortion procedures.
x I affirm that this statement is true and correct.
4. None of the funds that I receive for performing Alternatives to Abortion services are distributed to individuals or entities that perform elective Abortion procedures or that contract with or provide funds to individuals or entities for the performance of elective Abortion procedures.
x I affirm that this statement is true and correct.

In addition, I understand and acknowledge that:

- If I fail to complete and submit this certification, I will be disqualified from the Alternatives to Abortion Program and the Texas Health and Human Services Commission (HHSC) or its designee will deny any claims I submit for Alternatives to Abortion services.
- If, after I submit this signed certification, I perform, agree to perform, or Promote elective Abortions, or I become an Affiliate of, or agree to affiliate with, an entity that performs or Promotes elective Abortions, I will notify HHSC at least 30 calendar days before such action is taken. If I fail to notify HHSC as required, I will be disqualified from the Alternatives to Abortion Program and HHSC will deny any claims I submit for Alternatives to Abortion services.
- If, while participating in the Alternatives to Abortion Program, I, perform or Promote an elective Abortion, I will be disqualified from the Alternatives to Abortion Program, and HHSC will deny any claims I submit for Alternatives to Abortion services.
- If I submit this certification and agree to its terms, but HHSC determines that I am in fact ineligible to participate in the Alternatives to Abortion Program, HHSC may place a payment hold on claims submitted by me or my organization for Alternatives to Abortion services until HHSC can make a final determination regarding my eligibility.
- If HHSC determines that I am ineligible to receive funds under the Alternatives to Abortion Program:
 - a) HHSC may recoup Alternatives to Abortion funds paid on claims that I have incurred since

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- the date the provider became ineligible;
- b) HHSC will deny all Alternatives to Abortion claims that I have submitted since the date of ineligibility; and
- c) I will remain ineligible to participate in the Alternatives to Abortion Program until I comply with the above program requirements.
- If I knowingly make a false statement or misrepresentation on this certification, HHSC may consider me to have committed fraud or tampered with a government record under the laws of Texas, and I may be excluded from participation in the Alternatives to Abortion Program.

I also understand that, to enable HHSC to verify my or my organization’s eligibility to participate in the Alternatives to Abortion Program, I must complete and return this certification form to HHSC as part of this application.

If statements 1 – 4 are all marked “true,” indicate the effective dates of your certification as follows: (The effective date of the Certification spans from the date of form completion through the end of the Certification year.)

Effective Date of Certification 04/08/2020 through 08/31/2021

Note: Each provider must complete a new certification and mail or email it to HHSC by the end of each fiscal year.

If any of statements 1 – 4 are not true, you must request an immediate termination of your Alternatives to Abortion certification:

Terminate Alternatives to Abortion certification

Signature:  _____

Printed Name: Brian Fisher_____

Title: President_____

Date: 4/8/2020_____