

**SIGNATURE DOCUMENT FOR
HEALTH AND HUMAN SERVICES COMMISSION
GRANT AGREEMENT,
CONTRACT NO. HHS001245300004
UNDER THE
PREGNANT PARENTING INTERVENTION (PPI)
GRANT PROGRAM**

The parties to this agreement (“Grant Agreement” or “Contract”) are Health and Human Services Commission (“System Agency” or “HHSC”), a pass-through entity, and The University of Texas at Arlington (“Grantee”), having its principal office at 701 S. Nedderman, St.,#19145, Arlington, TX 76019-0145 (each a “Party” and collectively the “Parties”).

I. PURPOSE

The purpose of this Grant Agreement is to provide intervention services aimed at reducing the impact, severity, and cost associated with substance exposed pregnancy to the mother and child dyad and their families by offering comprehensive case management services, community-based linkage and retention services, supports for family members/significant others, and evidenced-informed education for mothers who report a past and/or present substance use disorder (SUD) diagnosis.

II. LEGAL AUTHORITY

This Grant Agreement is entered into pursuant to Chapter 531 of the Texas Government Code and under the Public Health Service Act, 42 U.S.C. Chapter 6A, Subchapter XVII, Part B, Subpart II, Substance Use Prevention, Treatment, and Recovery Services (SUPTRS) Block Grant Program.

III. DURATION

This Grant Agreement is effective on September 1, 2023, and terminates on August 31, 2028, unless sooner terminated pursuant to the terms and conditions of the Grant Agreement. This Grant Agreement does not include renewals.

IV. SCOPE OF GRANT PROJECT

The Scope of Grant Project to which Grantee is bound is incorporated into and made a part of this Grant Agreement for all purposes and included as Attachment A.

The RFA, including all addenda, is incorporated into and made a part of this Grant Agreement for all purposes and included as Attachment J.

V. BUDGET AND INDIRECT COST RATE

The total amount of this Grant Agreement will not exceed **ONE MILLION SEVEN HUNDRED THIRTY-TWO THOUSAND FIVE HUNDRED DOLLARS (\$1,732,500.00)**.

This includes the System Agency share of **ONE MILLION SIX HUNDRED FIFTY THOUSAND DOLLARS (\$1,650,000.00)** and Grantee's required match amount of **EIGHTY-TWO THOUSAND FIVE HUNDRED DOLLARS (\$82,500.00)**. The state fiscal year (September 1 – August 31) (FY or State FY) allocation is as follows:

FY	System Agency Share	Required Match	Total Contract Value
2024	\$330,000.00	\$16,500.00	\$346,500.00
2025	\$330,000.00	\$16,500.00	\$346,500.00
2026	\$330,000.00	\$16,500.00	\$346,500.00
2027	\$330,000.00	\$16,500.00	\$346,500.00
2028	\$330,000.00	\$16,500.00	\$346,500.00
TOTAL:	\$1,650,000.00	\$82,500.00	\$1,732,500.00

All expenditures under the Grant Agreement will be in accordance with **ATTACHMENT B, FISCAL REQUIREMENTS** and **ATTACHMENT B-1, APPROVED CATEGORICAL BUDGET**.

Indirect Cost Rate: If an indirect cost rate letter is required but has not been issued by System Agency at the time of Contract Execution, the Parties agree to amend the Grant Agreement to include the indirect cost rate letter and make any necessary, corresponding amendments to the budget after the letter is issued. Grantee must have an approved or acknowledged indirect cost rate in order to recover indirect costs.

If the System Agency approves or acknowledges an updated indirect cost rate, the Grant Agreement will be amended to incorporate the new rate (and the new indirect cost rate letter, if applicable) and the budget revised accordingly.

VI. REPORTING REQUIREMENTS

Grantee shall submit the following reports to the SUD Mailbox, SUD.Contracts@hhs.texas.gov, Clinical Management for Behavioral Health Services (CMBHS) system, and or any alternative System Agency deliverable reporting submission system designated by System Agency:

REPORT	FREQUENCY	DUE DATE*
Financial Status Report (FSR) – Quarterly	<p>The Q1-Q3 Reports are due the last day of the month following the end of each State FY Quarter.</p> <p>The Q4 Report is due on October 15th.</p>	<p>Q1: December 31st</p> <p>Q2: March 31st</p> <p>Q3: June 30th</p> <p>Q4: October 15th</p>
General Ledger (GL) - Quarterly	<p>The Q1-Q3 Reports are due the last day of the month following the end of each State FY Quarter.</p> <p>The Q4 Report is due on October 15th.</p>	<p>Q1: December 31st</p> <p>Q2: March 31st</p> <p>Q3: June 30th</p> <p>Q4: October 15th</p>
FSR to GL Worksheet - Quarterly	<p>The Q1-Q3 Reports are due the last day of the month following the end of each State FY Quarter.</p> <p>The Q4 Report is due on October 15th.</p>	<p>Q1: December 31st</p> <p>Q2: March 31st</p> <p>Q3: June 30th</p> <p>Q4: October 15th</p>
Invoices/Requests for Reimbursement – Monthly	<p>The 15th day of the month: expenses incurred the previous month</p> <p>The August invoice is due by October 15th.</p>	<p>Sept: October 15th</p> <p>October: November 15th</p> <p>November: December 15th</p> <p>December: January 15th</p> <p>January: February 15th</p> <p>February: March 15th</p> <p>March: April 15th</p> <p>April: May 15th</p> <p>May: June 15th</p>

		<p>June: July 15th</p> <p>July: August 15th</p> <p>August: October 15th</p>
Performance Report – Monthly	The 15 th day of the month; report previous month’s performance data	<p>Sept: October 15th</p> <p>October: November 15th</p> <p>November: December 15th</p> <p>December: January 15th</p> <p>January: February 15th</p> <p>February: March 15th</p> <p>March: April 15th</p> <p>April: May 15th</p> <p>May: June 15th</p> <p>June: July 15th</p> <p>July: August 15th</p> <p>August: September 15th</p>
CMBHS Security Attestation Form and List of Authorized Users – Biannually	Each State FY: The 15 th of the month in September and March	September 15 th and March 15 th
Behavioral Health Disparities Impact Statement - Annually	Each State FY	Within 60 days of Contract effective date, and within 60 days of the beginning of each new State FY during the Contract term.
Submission and Update of Regional Service Directory – Biannually	Each State FY	December 15 th and June 15 th

Narrative Report - Quarterly	The 15th day of the month following the end of each State FY Quarter.	Q1: December 15th Q2: March 15th Q3: June 15th Q4: September 15th
Quality Management Report - Quarterly	The 15th day of the month following the end of each State FY Quarter	Q1: December 15th Q2: March 15th Q3: June 15th Q4: September 15th
FY Close-out Packet	45 days after the end of each State FY	October 15th
Final Contract Close-out	45 days after the end of the Contract term	45 days after the end of the Contract term

* If the due date is on a weekend or holiday, the due date is the next business day.

VII. CONTRACT REPRESENTATIVES

The following will act as the representative authorized to administer activities under this Grant Agreement on behalf of their respective Party.

System Agency

Nancy Eichner
Health and Human Services Commission
P.O. Box 149347, MC2058
Austin, Tx 78714
Nancy.Eichner@hhs.texas.gov

Grantee

Sarah Panepinto
The University of Texas at Arlington
701 S. Nedderman St., #19145
Arlington, TX 76019-0145
Sarah.panepinto@uta.edu

VIII. NOTICE REQUIREMENTS

- A. All notices given by Grantee shall be in writing, include the Grant Agreement contract number, comply with all terms and conditions of the Grant Agreement, and be delivered to the System Agency's Contract Representative identified above.
- B. Grantee shall send legal notices to System Agency at the address below and provide a copy to the System Agency's Contract Representative:

System Agency Grant Agreement, Contract # HHS001245300004

Page 5 of 8

Health and Human Services Commission
Attn: Office of Chief Counsel
4601 W. Guadalupe, Mail Code 1100
Austin, Texas 78751

- C. Notices given by System Agency to Grantee may be emailed, mailed, or sent by common carrier. Email notices shall be deemed delivered when sent by System Agency. Notices sent by mail shall be deemed delivered when deposited by the System Agency in the United States mail, postage paid, certified, return receipt requested. Notices sent by common carrier shall be deemed delivered when deposited by the System Agency with a common carrier, overnight, signature required.
- D. Notices given by Grantee to System Agency shall be deemed delivered when received by System Agency.
- E. Either Party may change its Contract Representative or Legal Notice contact by providing written notice to the other Party.

IX. FEDERAL AWARD INFORMATION

GRANTEE'S UNIQUE ENTITY IDENTIFIER IS: LMLUKUPJJ9N3

Federal funding under this Grant Agreement is a subaward under the following federal award.

Federal Award Identification Number (FAIN): B08TI085835

- A. Assistance Listings Title, Number, and Dollar Amount:
Substance Use Prevention, Treatment and Recovery Services (SUPTRS),
Assistance Listing Number (ALN) 93.959, \$36,180,608.00
- B. Federal Award Date: 2/10/2023
- C. Federal Award Period: 10/1/2022 – 9/30/2024
- D. Name of Federal Awarding Agency:
Department of Health and Human Services, Substance Abuse and Mental Health Services
Administration Center for Substance Abuse Treatment
- E. Federal Award Project Description:
Substance Use Prevention, Treatment, and Recovery Services
- F. Awarding Official Contact Information:
Linda Fulton, Project Officer, Linda.Fulton@samhsa.hhs.gov, (240) 276 - 1573
- G. Total Amount of Federal Funds Awarded to System Agency: \$36,180,608.00
- H. Amount of Funds Awarded to Grantee: \$1,650,000.00
- I. Identification of Whether the Award is for Research and Development: No

X. CONTRACT DOCUMENTS

The following documents are incorporated by reference and made a part of this Grant Agreement for all purposes.

System Agency Grant Agreement, Contract # HHS001245300004

Page 6 of 8

Unless expressly stated otherwise in this Grant Agreement, in the event of conflict, ambiguity, or inconsistency between or among any documents, all System Agency documents take precedence over Grantee's documents and the Data Use Agreement takes precedence over all other contract documents.

ATTACHMENT A	SCOPE OF GRANT PROJECT
ATTACHMENT A-1	PERFORMANCE & OUTCOME MEASURES
ATTACHMENT B	FISCAL REQUIREMENTS
ATTACHMENT B-1	APPROVED CATEGORICAL BUDGET
ATTACHMENT B-2	INDIRECT COST RATE LETTER
ATTACHMENT C	CONTRACT AFFIRMATIONS v 2.2
ATTACHMENT D	UNIFORM TERMS AND CONDITIONS – GRANT, VERSION 3.2
ATTACHMENT E	DATA USE AGREEMENT
ATTACHMENT F	ADDITIONAL PROVISIONS - GRANT FUNDING, VERSION 1.0
ATTACHMENT G	ASSURANCES – NON-CONSTRUCTION PROGRAMS
ATTACHMENT H	CERTIFICATION REGARDING LOBBYING
ATTACHMENT I	FFATA CERTIFICATION FORM
ATTACHMENT J	HHS RFA No. HHS0012453, INCLUDING ALL ADDENDA
ATTACHMENT K	GRANTEE'S RFA RESPONSE

XI. SIGNATURE AUTHORITY

Each Party represents and warrants that the person executing this Grant Agreement on its behalf has full power and authority to enter into this Grant Agreement. Any services or work performed by Grantee before this Grant Agreement is effective or after it ceases to be effective are performed at the sole risk of Grantee.

SIGNATURE PAGE FOLLOWS

**SIGNATURE PAGE FOR SYSTEM AGENCY GRANT AGREEMENT,
CONTRACT NO. HHS001245300004**

**HEALTH AND HUMAN SERVICES
COMMISSION**

**THE UNIVERSITY OF TEXAS AT
ARLINGTON**

DocuSigned by:
Sonja Gaines
147CCA4134D941B...

Signature

DocuSigned by:
Sarah Panepinto
E7A33C1AF385482...

Signature

Sonja Gaines

Sarah Panepinto

Deputy Executive Commissioner

Senior Director

Date of Execution: September 1, 2023

Date of Execution: September 1, 2023

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

I. PURPOSE AND GOALS

The Pregnant Parenting Intervention (PPI) program provides intervention services aimed at reducing the impact, severity, and cost associated with a substance exposed pregnancy to the mother and child dyad and their families by offering comprehensive case management services, community-based linkage and retention services, supports for family members/significant others and evidenced-informed education for mothers who report a past and/or present substance use disorder (SUD) diagnosis.

Grantee will have a planned and coordinated approach to ensure that participants have continuous access to all available health and social services necessary to obtain an optimum level of functioning, prenatal/preventive care, and reduce the risk of substance use behavior.

II. TARGET POPULATION

- A. Pregnant women, who reside in Texas, who report a past or present SUD, and her family members/significant others; and/or
- B. Parenting women, who reside in Texas, who report a past or present SUD and her family members/significant others with the youngest child up to six (6) years old.

III. SERVICE AREA

- A. Grantee will provide services to the **Section II. TARGET POPULATION** in the following HHS health region and counties:

Region: 3

Counties: Dallas County

- B. Grantee may request to add/delete counties to **Section III. SERVICE AREA (A)** by submitting a written request to the assigned Contract Manager (CM) and copy the SUD Mailbox: SUD.Contracts@hhs.texas.gov. County revisions to the service area are considered a minor administrative change and do not require a Contract Amendment. System Agency will provide written notification to document county revisions to the service area.
- C. The Contract does not allow Grantee to serve counties outside the identified region in **Section III. SERVICE AREA (A)**. To review the counties within an HHS Health region, refer to the below link for a list of all counties within a region:

<https://www.hhs.texas.gov/sites/default/files/documents/about-hhs/hhs-regional-map.pdf>

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

IV. GRANTEE RESPONSIBILITIES

A. ADMINISTRATIVE REQUIREMENTS

Grantee will:

1. Provide substance use PPI services for high risk pregnant and/or parenting women and their families.
2. Hire a minimum of three (3) PPI Staff within 45 business days of Contract effective date. The Grantee will employ and maintain a minimum of three (3) PPI staff for the duration of the Contract.
3. Grantee will notify the System Agency within ten (10) business days when any staff changes, including separation, occur. Grantee will designate:
 - a. One (1) of the three (3) PPI staff as the PPI Program Director. The Program Director will provide oversight authority; and
 - b. One (1) of the three (3) PPI staff as the Linkage Specialist.
4. Increase accessibility to PPI services by offering locations, hours, and days of service, and methods of communication, including the use of virtual meeting technology, to best meet the needs of the target population.
5. Ensure no waitlist for any level of PPI services. If the need for a waitlist arises, contact the System Agency Subject Matter Expert (SME) at substance_use_disorder@hhs.texas.gov for technical assistance.
6. Document specified activities and services in the System Agency Clinical Management for Behavioral Health Services (CMBHS) system in accordance with the Contract and instructions provided by System Agency. Documentation will include:
 - a. Maintaining all documents that require participant or staff signature in the physical or electronic record for review by System Agency;
 - b. Uploading required program specific documentation identified in **Section C**, Case Management Responsibilities, number 10, that is handwritten and not transcribed into the CMBHS record via administrative note; and
 - c. Administering the PPI Screening Tool in CMBHS as part of participant identification, recruitment, and engagement when appropriate.
7. In addition to providing services at their own program site, provide services in external community organization sites serving the target population and their families.
8. Provide access to services for participants referred to by the Texas Department of Family and Protective Services (DFPS) within three (3) business days.
9. Provide direct referrals to intervention services or other community programs as needed/appropriate.
10. Offer the provision of services to pregnant and/or parenting participants who are concurrently admitted to SUD treatment programs ensuring the services are coordinated and sequenced to avoid duplication of service. Offer case management for transitional

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

assistance when discharging from treatment setting as indicated.

11. Offer overdose prevention education for participants receiving intervention services as indicated.
12. Offer tobacco cessation services for participants receiving intervention services as indicated.
13. Provide community-based visits, based on the needs of the participant as determined on a case-by-case basis.
14. Ensure transportation of participants and their families and supervision of the participants' children during PPI activities, based on the needs of the participant as determined on a case-by-case basis.
15. Ensure, at minimum, the Program Director attends all System Agency conference calls scheduled by System Agency unless otherwise directed.
16. Establish and maintain working linkages through Memorandums of Understanding (MOUs) with a resource network of external community organization sites serving the target population and their families. MOUs will encourage networking, coordination, and referrals to help address the needs of the participants, their families, and supportive allies. MOUs will be in place within six (6) months of the initial funded State Fiscal Year (September 1 – August 31)(FY or State FY) and maintained as current through the Contract term. Grantee will maintain copies of the signed MOUs on file for System Agency review upon request. MOUs will include:
 - a. Purpose;
 - b. Goals and desired outcomes of partnership;
 - c. Referral process, coordination of services, and sharing of information;
 - d. The addressing of non-duplication of services;
 - e. Be reviewed annually or when expired; and
 - f. Individualized, signed, and containing beginning and end dates.
17. Utilize Culturally and Linguistically Appropriate Services (CLAS):
Following the National Culturally and Linguistically Appropriate Services (CLAS) Standards in Health and Health Care for all served populations in accordance with the most current version of the Texas Cultural Competence Guidelines for Behavioral Health Organizations. A link to the most current version can be found here: <https://www.hhs.texas.gov/sites/default/files/documents/doing-business-with-hhs/provider-portal/behavioral-health-provider/lmha/tx-cultural-competence-guidelines-bh-orgs.pdf>.
18. Provide all services in a trauma-informed, culturally competent, and developmentally appropriate manner for participants, families, and partners as evidenced by:
 - a. Pamphlets and other written materials that are gender- and age-specific and appropriate for educational and health literacy levels of the target population;
 - b. Literature and signage in languages of the target population;
 - c. Use of interpreters as needed or required; and
 - d. Lobby and office environment welcoming to the target population.

**SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)**

19. Develop and submit a Behavioral Health Disparities Impact Statement no later than 60 calendar days of Contract effective date. At a minimum, the impact statement(s) should address how program has identified the subpopulation and will provide service to those populations, including those who are marginalized or stigmatized in the service area which may experience greater barriers to behavioral health services. Grantee will submit any revisions to the Behavioral Health Disparities Impact Statement within 60 calendar days after each new FY begins.
20. Develop and implement within 90 days of Contract effective date, written policies and procedures. Grantee will ensure all policies are maintained through the Contract term. At a minimum, the Grantee will develop the following policies and procedures:
 - a. Employees, contracted labor, and volunteers who work directly or indirectly with participants, to address participant safety;
 - b. Criminal and employment background checks and pre-employment drug testing of Grantee's staff who will deliver direct services;
 - c. Definition of participant engagement and the circumstances under which the participant's case would be opened and closed;
 - d. Address participant safety and ensure all activities with participants, family members, and supportive allies are conducted in a respectful, non-threatening, non-judgmental, and confidential manner; and
 - e. Make policies and procedures available upon System Agency request.
21. Develop and maintain within 90 days of Contract effective date, written policies and procedures related to street outreach. Street outreach policies and procedures must include:
 - a. Partnering with in-house staff or other Community-Based outreach organizations to ensure safety for staff conducting outreach activities;
 - b. All street outreach activities are conducted in pairs or teams; and
 - c. At least one member of the pair or team must be an outreach worker.
22. Have a webpage on Grantee's website that includes PPI services offered and current contact information specific to the program. Grantee will adhere to System Agency Branding and any electronic accessibility requirements.
23. Submit Quarterly Narrative by the 15th day of the month following the end of each quarter. System Agency will provide a Quarterly Narrative template during the first quarter of each fiscal term.

B. LINKAGE AND RETENTION SERVICES RESPONSIBILITIES

Grantee will:

1. Conduct linkage and retention activities to improve participant outcomes and enroll eligible participants into the PPI program:
 - a. Hire a Linkage Specialist and ensure that the Linkage Specialist participates in or creates at least one (1) community advisory board, committee, or local work group designated to improving the lives of the target population;

**SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)**

- b. Coordinate with community partners to improve services for program participants. This coordination may include, but is not limited to, presentations for community partners to explain the program, street outreach efforts, health fairs, and tours of facilities which may serve participants;
 - c. Ensure that any program participants being unsuccessfully discharged or disengaging in services, due to non-attendance, are referred to the Linkage Specialist for follow up attempts in the community or wherever the participant is located; and
 - d. Develop a policy and procedure requirement, to occur prior to discharge, which includes Linkage Specialist attempts to close cases for System Agency review.
2. At minimum, coordinate (via MOUs, referrals, etc.) with all local domestic violence shelters and housing shelters which serve the target population.
3. Create, maintain, and submit biannually, a printed regional service directory which can be provided to participants. At minimum, the printed regional service directory should include information about:
 - a. Local substance use services;
 - b. Mental health services;
 - c. Health screenings and testing;
 - d. Housing programs including sober housing for women with children;
 - e. Shelters;
 - f. Food pantries;
 - g. Prenatal care clinics;
 - h. WIC offices;
 - i. Low cost and free counseling services;
 - j. Legal services; and
 - k. Other related human services which may benefit the target populations.
4. Develop an advocacy and support system which is peer-led by past participants, and/or an individual from the target population to promote a positive peer culture at the program. The Linkage Specialist will coordinate with peers to ensure peer program is successful.
5. Ensure that the peer-led support system provides a minimum of one (1) hour per week of meeting time for social support and/or to provide alternative activities for past and current participants. Alternative activities are defined as group activities and events outside of staff led psychoeducational support or educational group time. Alternative activities should be open to all eligible participants and their families for sober socialization, entertainment, artistic and creative expression, skill building, and foster a supportive community around the program.
6. Provide services, referrals, and follow-ups in person, by telephone, virtual meeting technology, or a combination of the methods above.
7. Distribute community-level risk-reduction education, tools, and materials (i.e., condoms, sexually transmitted infections materials, and pregnancy testing materials).
8. Distribute individual-level risk-reduction education and tools targeting people who use substances, including overdose prevention and tobacco cessation education, information,

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

and materials applicable to the target population.

9. Distribute pregnancy tests and education regarding high-risk sexual behavior in outreach activities.
10. Perform and document linkage activities; promote and encourage entry to community services, provide transportation, and referrals to transportation resources.
11. Perform and document retention activities; coordinate with Case Manager to maintain participant engagement in services, follow-ups with participants who have missed appointments, particularly those experiencing barriers to services, and follow-ups with participants who are at risk of being closed to services.

C. CASE MANAGEMENT SERVICES RESPONSIBILITIES

Grantee will:

1. Assess each participant's needs upon entry into the PPI program and maintain documentation of this service requirement onsite for System Agency review. Grantee will utilize CMBHS Case Management Assessment or develop a program Assessment which addresses, at minimum, the following:
 - a. Substance use issues (including tobacco);
 - b. Mental health (including anger management);
 - c. Intimate partner violence risks;
 - d. History of sexual, emotional, or physical abuse and other interpersonal violence;
 - e. Health and wellness care (including preventive/reproductive care);
 - f. Financial resource needs including transportation, childcare, and housing;
 - g. Education (including GED) and employment; and
 - h. Any needs of the participant's children (such as safety and hygiene items).
2. Develop and document a Service Plan in collaboration with the participant based on the needs identified in the CMBHS Case Management Assessment or program Assessment.
3. Directly provide and document referrals, and referral follow-ups made to participants based on the CMBHS Case Management Assessment or program Assessment.
4. Provide information distribution and evidence-informed education on:
 - a. Current infant and/or child safety guidelines;
 - b. Fetal and/or child development;
 - c. Family violence and safety planning;
 - d. Pregnancy and reproductive health;
 - e. Substance exposed pregnancy education including alcohol, tobacco, and other drugs; and
 - f. Communicable diseases, such as human immunodeficiency virus (HIV), hepatitis B and C Virus (HBV and HCV), and syphilis.
5. Promote and advocate for coordinated prenatal care, postpartum care, and substance use case management and collaborate with substance use providers and medical care providers to ensure participants receive optimal care.

... . ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

6. Provide ongoing, weekly coordinated case management activities that promote engagement, re-engagement, and retention/maintenance in medical care.
7. Include, if required, coordinated care management or co-case management with other case management providers. For this population, co-case management is not a duplication of service, but rather a set of agreed upon coordinated activities that clearly delineate the unique and separate roles of Case Managers who work jointly and collaboratively with the participant's knowledge and consent to partialize and prioritize goals to effectively achieve participant goals.
8. Promote and encourage entry into SUD treatment services and make referrals, for participants who need formal SUD treatment.
9. Provide Opioid Treatment Service (OTS) support to participants who are concurrently admitted to SUD treatment, SUD intervention, and/or OTS if services are coordinated and sequenced to avoid duplication of services.
10. Document intervention activities in CMBHS using the following components for each participant receiving intervention services:
 - a. Client Profile;
 - b. PPI Screening;
 - c. CMBHS Case Management Assessment or uploaded program Assessment.
 - d. Open Case;
 - e. Close Case (when intervention services are complete);
 - f. Consent for Release of Information (including revoke consent);
 - g. Service Plan that includes problems to be addressed, goals, and intended outcomes;
 - h. Psychoeducational Note to document group education and support group activities;
 - i. Referral, as indicated by Service Plan;
 - j. Life Event Note (as appropriate);
 - k. Referral Follow Up, as indicated;
 - l. Progress Note to document case management activities that are tied to the Service Plan; and
 - m. Administrative Note to document any other activities.
11. Establish and maintain additional working linkages through Memorandum of Understanding (MOU) within six (6) months of the initial funded FY. Maintain copies of the signed document on file for System Agency review upon request with at least one (1) of each of the following:
 - a. Medications for Opioid Disorder (MOUD) provider;
 - b. SUD treatment provider; or
 - c. Hospital / Health system.
12. Maintain copies of sign-in sheets and satisfaction surveys from psychoeducational groups and support group activities to have been made available upon System Agency request. The sign-in sheet will include, at minimum:
 - a. Facilitator;
 - b. Credentials/licenses;
 - c. Topic;

... . ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- d. Materials distributed;
 - e. Participants' first name or initial; and
 - f. Date of Activity.
13. Provide PPI crisis services and care coordination 24-hours/7 days-a-week and document any after-hours crisis assistance, services, and care coordination conducted in CMBHS.
 14. For participants being formally referred to SUD treatment services, create a client profile and document the following, as needed, in CMBHS:
 - a. Consent for SUD treatment providers;
 - b. Referral; and
 - c. Financial eligibility screening.
 15. Provide or arrange, and advocate for social services for participants and their families and/or significant others that include, but are not limited to:
 - a. Health and wellness education and nutritional counseling;
 - b. Transportation;
 - c. Licensed childcare;
 - d. SUD services;
 - e. Mental health counseling;
 - f. Legal counseling;
 - g. Rehabilitative services;
 - h. Child welfare and family services;
 - i. Housing; and
 - j. Support Groups.
 16. Provide case management services in settings that are based on the needs of the participant and the goals of the participant's Service Plan, including office, home, or community-based locations.
 17. Ensure Case Manager meets or follows up with participants assigned to caseload on a weekly or as needed basis.
 18. Ensure group education, psychoeducational support groups, and case management may be provided in person, via virtual meeting technology, or a combination of both.
 19. Include ongoing services and support for discharge, overdose prevention, and aftercare planning during and following treatment, incarceration, or medically related hospitalizations.
 20. Conduct regularly scheduled psychoeducational support groups for PPI participants facilitated by Grantee's staff to help participants and their families with barriers to care, behavior change, relationships, empowerment, and community engagement. Support groups sessions:
 - a. Will be offered to participants and their families at no less than once per week; and
 - b. Will provide the opportunity for ongoing support and education relevant to the target population.
 21. Conduct regularly scheduled educational groups for PPI participants facilitated by Grantee's staff to help participants improve health outcomes for child and mother. Grantee:

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- a. Will ensure that participants referred by court order, probation, parole, DFPS, or similar are given certificates of completion when number of agreed upon attendance to required educational groups are met;
 - b. Will ensure participants, who self-select to attend educational groups for their own benefit and health, are given certificates of completion when the number of agreed upon attendance to required educational groups are met; and
 - c. May use the curriculum identified in the Mommies Toolkit and/or another evidence-informed curriculum of their choosing and/or provide evidence-informed education on topics most relevant to current group participant.
22. Ensure group education curriculum, schedule, and number of sessions required for completion are adapted for each individual in order to allow for completion of course. Participation in group education is not a requirement for remaining open to services.
23. Acknowledge group education does not require a minimum number of topics or hours of group attendance. Program should be adaptive to participant's needs as identified in the screening and documented in the Service Plan.
24. Ensure participants who are not suitable for group sessions, or who elect not to attend groups, are given the opportunity to complete the education topics or a similar curriculum via self-paced with their Case Manager. Participants will receive credit for completion of education topic course work.

V. STAFFING AND STAFF COMPETENCIES

- A. Grantee will hire and ensure the person overseeing PPI staff and programmatic activities, on a day-to-day basis, for the purposes of this Contract to be known as a Program Director, allocates 50 percent of his or her time to PPI direct care to meet program measures. This is a time approximation based on self-report in the Quarterly Narrative, CMBHS entry, and other participant documentation. The Program Director must coordinate with the System Agency PPI Coordinator requesting technical assistance if this requirement cannot be met.
- B. Grantee will:
1. Ensure the Program Director will have a degree from an accredited university or college in a behavioral health field or a license to practice in the field of Medicine. If the Program Director does not meet that requirement stated above, Grantee will ensure the Program Director meets the following:
 - a. Have a minimum of two (2) years of experience in one or more of the following:
 - i. Substance use outreach;
 - ii. Substance use intervention; or
 - iii. Substance use treatment; and
 - b. Have a minimum of one (1) year of experience in at least two (2) of the following:
 - i. Working with pregnant people who are substance using populations;
 - ii. Working with individuals experiencing housing instability;
 - iii. Working with individuals with SUDs, HIV/STDs, and/or behavioral health issues;
 - iv. Community health work; or

**SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)**

- v. Supervisory experience.
2. Ensure Linkage Specialist will be a Certified Peer Specialist who has received System Agency-approved 4-hour Certified Peer Specialist Training OR has a Community Health Work or Promotora Certification OR is a person with lived experience in parenting and recovery from SUD and/or indigenous to the target population, and has met the following requirements:
 - a. One (1) year of experience in one or more of the following with the target population:
 - i. Patient Navigation;
 - ii. Case Management;
 - iii. Outreach and prevention;
 - iv. SUD treatment or intervention;
 - v. Participants who have been incarcerated; or
 - vi. Participants who are experiencing homelessness.
3. Ensure Case Managers will meet at least one (1) of the following requirements:
 - a. Degree in a behavioral health field of study; or
 - b. Two (2) years case management experience in a behavioral health field; or
 - c. Two (2) years of direct service experience with the target population; or
 - d. Qualified Credentialed Counselor (QCC); or
 - e. Licensed Chemical Dependency Counselor (LCDC) Intern, Licensed Professional Counselor (LPC) Associate, Certified Criminal Justice Addiction Professionals (CCJP) Applicant, Licensed Marriage and Family Therapist (LMFT) Associate, or similar license or certifications. If a similar license or certification is held by staff, then System Agency written approval is required.
4. Maintain documentation on all training and make it available for review by System Agency upon request.
5. Ensure all direct staff attend the annual Neonatal Abstinence Syndrome (NAS) symposium, as available. If staff cannot attend for any reason Grantee will inform System Agency PPI Coordinator.
6. Ensure there are self-care and/or team building activities provided to PPI staff held during work hours at least once per quarter. The self-care and or team building activities will be documented in the Quarterly Narrative, for review by System Agency. At minimum, the documentation must include activities and budget details.
7. Ensure all staff receive a minimum of ten (10) hours of training during each FY, on any of the combinations of topics listed below. The training can be completed by using any type of medium outlet at the discretion of the Grantee. Maintain documentation on all training and make available for System Agency review upon request. The types of trainings Grantee may attend are: <https://www.hhs.texas.gov/providers/behavioral-health-services-providers/substance-use-service-providers>
 - a. Stages of Change;
 - b. Motivational Interviewing (MI) techniques;
 - c. Cultural competency;
 - d. Health literacy;

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- e. Risk- and harm-reduction strategies;
 - f. Trauma informed care;
 - g. Role related skills, community outreach, case management, patient navigation/linkage, etc.;
 - h. Parenting and/or pregnancy;
 - i. Overdose prevention education;
 - j. Tobacco cessation education;
 - k. Ethics;
 - l. Education on substance use and/or substances
 - m. Other topics not listed with written approval from System Agency Program SME; and
 - n. Other topics or training as directed by System Agency.
8. Maintain documentation on all training and make available for System Agency review upon request.

VI. FINANCIAL ASSISTANCE

- A.** Grantee will ensure that the total cost of financial assistance will not exceed ten percent (10%) of each FY total funding amount in the awarded Contract.
- B.** Each FY, Grantee will utilize one-time funds as follows:
1. \$350.00/per participant to obtain suitable housing, such as transitional housing, sober housing, or affordable housing. Assistance may include moving fees, rental deposits, or System Agency approved assistance.
 2. \$150.00/per participant for utilities.
- C.** In addition, Grantee may provide the approved financial assistance listed below, but it may not exceed \$250 per participant, per fiscal term, to help eligible participants access services. Grantee is required to obtain System Agency written approval for financial assistance not referenced below.
1. Transportation to appointments;
 2. Prescriptions or medicines;
 3. Vision or hearing needs;
 4. Clothing or personal hygiene items;
 5. Employment or educational needs; and
 6. Other needs not listed that improve the individual's quality of life or ability to successfully engage in services.
- D.** Financial assistance exceeding the limits above per individual, in fiscal terms, must be

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

approved by System Agency. Grantee will submit a request to exceed the limit, with justification, to the assigned System Agency Program SME and the assigned contract manager, prior to incurring costs. All requests will be emailed to the individuals above and to the SUD Mailbox, SUD.Contracts@hhs.texas.gov, System Agency approval is required before incurring costs.

- E.** Purchase of food, snacks, or beverages for consumption by participants during the psychoeducational support group session is allowed for psychoeducational support group activities to assist participants active engagement in activities. The cost of snacks, food, or light meals will be reasonable. All food and beverage expenses are only allowable if documented in the **Attachment B-1 Approved Categorical Budget**.
- F.** Funds will be used to assist participants on a case-by-case basis to meet short-term or one-time needs. Direct cash payment to participants is not allowed.
- G.** Grantee will maintain and document all financial assistance and summarize it in the Quarterly Narrative. At minimum, documentation should include:
 - 1. Date provided;
 - 2. Dollar amount;
 - 3. Item purchased; and
 - 4. Client identifier (i.e., driver's license, CMBHS client number, first name and last initial, etc.).

VII. QUALITY MANAGEMENT REQUIREMENTS

- A.** Grantee will provide Quality Management (QM) and oversight for all subcontractors performing activities required within Attachment A. Grantee will:
 - 1. Participate in continuous quality improvement (CQI) activities as defined and scheduled by System Agency including, but not limited to; data verification; performing self-reviews; submitting self-review results, supporting documentation for System Agency's desk reviews; and participating in System Agency's onsite or desk reviews.
 - 2. For subcontractors underperforming or noncompliant as a result of monitoring, System Agency will request a corrective action plan and supporting documentation from Grantee. System Agency will provide written notification when the corrective action plan is approved. Grantee will ensure the approved corrective action plan is implemented by thirty (30) calendar days from the date approved.
 - 3. Participate in and actively pursue CQI activities that support performance and outcomes improvement.
 - 4. System Agency will advise Grantee on identified training and/or improvements needed to

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

perform the required activities for all subcontractors. Grantee will ensure all required staff participate in System Agency required trainings.

5. Monitor all subcontractors' financial and programmatic performance and maintain pertinent records that must be made available for inspection by System Agency upon request.
- B.** Grantee will develop a quarterly review schedule and submit a Quality Management Quarterly Report by the due date documented in **Section IX**. The report will document the QM activities performed in the period being reported. At a minimum, the report should include the following:
1. Date of review;
 2. Name of subcontractor;
 3. Unique Provider Identifier for the review;
 4. Type of review;
 5. Name of staff that conducted review;
 6. List of findings;
 7. Number of monitoring reviews conducted;
 8. Types of monitoring reviews conducted;
 9. Summary evaluation of findings and Grantee plan of oversight to bring the subcontractor into compliance, if applicable.
 10. Number and nature of complaints received on subcontractor;
 11. List of significant subcontractor findings that must, at a minimum, include the following:
 - a. Immediate risk to health and safety;
 - b. Patient/participant abuse, neglect, or exploitation;
 - c. Fraud, waste, or abuse reports; and
 - d. Report criminal activity of any subcontractor staff.
- C.** Grantee will develop and utilize a QM monitoring tool ("Tool") that will be completed to document all quality reviews. All completed Tools with corrective actions documentation will be stored, and made available to System Agency, upon request.
- D.** Grantee will monitor all subcontracts to ensure compliance. The required Quality Management Quarterly Report will include activities to support the QM activities for this project.

VIII. DATA REPORTING REQUIREMENTS

Grantee will:

- A.** Meet all data reporting requirements as established by System Agency.
- B.** Document and report all specified recovery activities and services in CMBHS as directed by System Agency in accordance with this Contract, unless otherwise noted.

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- C. Submit invoices and FSRs through the CMBHS in accordance with this Contract, unless otherwise noted.

IX. SUBMISSION SCHEDULE AND REPORTING REQUIREMENTS

- A. Grantee will submit all documents identified below to the System Agency by the applicable due date outlined below. The following reports must be submitted to System Agency through CMBHS, an alternate System Agency submission system, or emailed to the SUD Mailbox, SUD.Contracts@hhs.texas.gov. The reporting table documents the required submission system.
- B. Grantee will submit all reports required to be submitted via email to the SUD Mailbox require the following:
1. The assigned CM is copied on all emails to System Agency.
 2. The email subject line required naming convention is as follows:
[FY for deliverable] Deliverable [Name of Deliverable] SA/PPI [Contract Number]
- C. All communications excluding deliverable submission will include Grantee's Contract Number, legal entity name, and purpose in the email subject line.
- D. Grantee will submit CMBHS Security Attestation Form biannually, according to dates set by the System Agency.
- E. Grantee will submit Performance Measures in CMBHS by the 15th day of the month following the month being reported.
- F. Grantee will submit Behavioral Health Disparities Impact Statement within sixty (60) days of Contract effective date and annually within sixty (60) days of each new FY.
- G. Grantee will submit an updated Regional Service Directory by December 15 and June 15 each year of the Contract term.
- H. Grantee will submit Quarterly Narrative Report due the 15th of the month following the end of each quarter.
- I. Grantee will submit Quality Management Quarterly Report due the last business day of the month following the end of each FY quarter of the Contract.
- J. Grantee will submit FY closeout documents by October 15th. The final Contract closeout will be submitted 45 days after the Contract end date or termination.

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- K.** Grantee will comply with Grantee's duty to submit required documents that survives the termination or expiration of this Contract.
- L.** Grantee will comply when System Agency may require additional deliverables in accordance with federal and or state requirements.
- M.** The Reporting Requirements listed below:

Requirement	Report Name	Due Date*	Transmission Method
Attachment A	CMBHS Security Attestation Form and Authorized List of Users	<u>Each State FY:</u> September 15 and March 15	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment A	Performance Measures	<u>Each State FY; Monthly:</u> Due 15 th day of the month; report previous month's performance.	CMBHS
Attachment A	Behavioral Health Disparities Impact Statement	<u>Each State FY:</u> Within 60 days of Contract effective date and annually within 60 days of new State FY	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment A	Submission and Update of Regional Service Directory	<u>Each State FY:</u> December 15 th and June 15 th	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment B	Financial Status Report (FSR)	<u>Each State FY;</u> <u>Quarterly:</u> Q 1: December 31 st Q 2: March 31 st Q 3: June 30 th Q 4: October 15 ^{th**}	CMBHS
Attachment B	General Ledger (GL) Documentation	<u>Each State FY;</u> <u>Quarterly:</u> Q 1: December 31 st Q 2: March 31 st Q 3: June 30 st Q 4: October 15 ^{th**}	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment B	FSR to GL Worksheet	<u>Each State FY;</u> <u>Quarterly:</u> Q 1: December 31 st Q 2: March 31 st Q 3: June 30 th Q 4: October 15 ^{th**}	SUD Mailbox: SUD.Contracts@hhs.texas.gov

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

Attachment A	Narrative Report	<u>Each State FY:</u> <u>Quarterly:</u> Q 1: December 15 th Q 2: March 15 th Q 3: June 15 th Q 4: September 15 th	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment A	Quality Management Quarterly Report	<u>Each State FY:</u> <u>Quarterly:</u> Q 1: December 15 th Q 2: March 15 th Q 3: June 15 th Q 4: September 15 th	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment A	Closeout documents, per State FY of Agreement	<u>Each State FY:</u> October 15 th	SUD Mailbox: SUD.Contracts@hhs.texas.gov
Attachment A	Final Close-out @ Contract end date or termination	<u>Each State FY:</u> 45 days after the Contract end date or termination	SUD Mailbox: SUD.Contracts@hhs.texas.gov

***If the Due Date is on a weekend or holiday, the Due Date is the next business day.**

****For the Financial Status Report, General Ledger Documentation, and FSR to GL Worksheet, the documentation is due on October 15th for Q4.**

X. CLINICAL MANAGEMENT FOR BEHAVIORAL HEALTH SERVICES (CMBHS) SYSTEM MINIMUM REQUIREMENTS

Grantee will:

- A. Designate a Security Administrator and a back-up Security Administrator. The Security Administrator is required to implement and maintain a system for management of user accounts/user roles to ensure that all the CMBHS user accounts are current;
- B. Establish and maintain a security policy that ensures adequate system security and protects confidential information;
- C. Notify the CMBHS Helpdesk *within 10 business days* of any change to the designated Security Administrator or the back-up Security Administrator;
- D. Ensure that access to CMBHS is restricted to authorized users. Grantee will *within 24 hours* withdraw access privileges from users who are no longer authorized to have access to secure data;

ATTACHMENT A
SCOPE OF GRANT PROJECT
PREGNANT PARENTING INTERVENTION (PPI)

- E.** Submit the CMBHS Security Attestation Form and the CMBHS Authorized Users biannually, by the deadline documented in **Section IX**;
- F.** Complete an Administrative Note to document any other activities; and
- G.** Attend System Agency training on CMBHS documentation.

XI. PERFORMANCE & OUTCOME MEASURES

Grantee will adhere to the performance and outcome measure requirements documented in **Attachment A-1**.

XII. SOLICITATION

Grantee is awarded a Grant Agreement as an awardee from the Request for Application, HHS0012453, Grant for Substance Use Intervention for the Program of: Pregnant, Parenting Intervention Program, February 6, 2023.

**ATTACHMENT A-1
PERFORMANCE & OUTCOME MEASURES**

A. PERFORMANCE MEASURES

1. Grantee will report performance measures monthly through CMBHS by the 15th of the following month for the previous month's activities.
2. Grantee's performance will be measured in part on the achievement of the key performance measures stated below.
3. The quarterly performance measures are set at the minimum required standard, and subject to change by System Agency.

System Agency requires Grantee to meet the following performance measures:

PPI Performance Measures	Sept- Nov	Dec- Feb	Mar- May	Jun- Aug	TOTAL
1. Number of alternative activities and/or support groups which are peer-led	12	12	12	12	48
2. Number of coordination with community partners, presentations, street outreach efforts, health fairs, tours of facilities and similar which may serve participants	6	6	6	6	24
3. Number of eligible participants in targeted outreach encounters	50	50	50	50	200
4. Number of linkages, referral, support, and retention activities with participants	90	90	90	90	360
5. Number of open, unduplicated families on caseload each month	120	120	120	120	480
6. Number of participants receiving certificate of completion for education groups and/or coursework	20	20	20	20	80
7. Number of psychoeducational support groups	12	12	12	12	48

B. PERFORMANCE MEASURE DEFINITIONS AND REPORTING

The performance measure definitions are listed below:

1. Number of alternative activities and/or support groups which are peer-led

Number of activities which are peer-led by past participants, and/or an individual from the target population. This can include weekly supportive groups, events, or other activities. These activities are mostly autonomous from PPI staff, coordinated by peers or peer committee with help from the Linkage Specialist. These activities can take place before, after,

**ATTACHMENT A-1
PERFORMANCE & OUTCOME MEASURES**

or on different days than psychoeducational support or education groups in order to meet the needs of participants. Alternative activities should be open to all eligible participants and their families for sober socialization, entertainment, artistic and creative expression, skill building, and to foster a supportive community around the program. Examples are “Family Movie Night”, holiday parties for the participants, an arts and craft class for families, exercise or meditation courses, “Game Night”, special skill building topics, special outside instructors or speakers, book club, or similar activities.

2. Number of coordination with community partners, presentations, street outreach efforts, health fairs, tours of facilities and similar which may serve participants

Number of activities which are provided by staff to participants and other community partners, these activities can include participation by the Linkage Specialist in workgroups, councils, or board meetings. Additional activities include coordinated efforts between staff and other community partners. Examples are health fairs, street outreach, or similar activities open to everyone in the community.

3. Number of eligible participants in targeted outreach encounters

Number of unduplicated persons encountered in “Targeted Outreach” - activities directed toward finding high risk or a specific population of participants who might not use services due to lack of awareness or active avoidance of those services.

4. Number of linkages, referral, support, and retention activities with participants

Number of activities which Linkage Specialist provided to eligible and/or current participants to retain or encourage entry into services in the reporting period.

5. Number of open, unduplicated families on caseload each month

Number of open cases unduplicated on a monthly basis. This is the number of unduplicated participants on the caseload who received a service this month. Do not count open participants who did not receive individual sessions with the Case Manager or attend groups during reporting period.

6. Number of Participants receiving certificate of completion for education groups and/or coursework

Number of participants who completed education groups and/or coursework. Participants eligible to attend classes are individuals referred to services by court order, probation, parole, or DFPS. Participants may also choose to attend educational groups for their own benefit and health.

7. Number of psychoeducational support groups

Number of support groups provided by staff to participants enrolled in PPI case management on a fiscal year basis, once per week.

**ATTACHMENT A-1
PERFORMANCE & OUTCOME MEASURES**

C. OUTCOME MEASURES

System Agency requires Grantee to meet the following outcome measures:

Outcome Measures	Goals
1. Percentage of pregnant youth delivering at full-term	87%
2. Percentage of pregnant adults delivering at full-term	89%
3. Percentage of pregnant youth delivering healthy weight baby	91%
4. Percentage of pregnant adults delivering healthy weight baby	93%
5. Percentage of pregnant youth reporting abstinence from date of open case to delivery	95%
6. Percentage of pregnant adults reporting abstinence from date of open case to delivery	95%
7. Percentage of all youth participants reporting reduced substance use	85%
8. Percentage of all adult participants reporting reduced substance use	85%
9. Percentage of all youth participants receiving reproductive health visit (prenatal visit, postpartum visit, inter-conception visit)	40%
10. Percentage of all adult participants receiving reproductive health visit (prenatal visit, postpartum visit, inter-conception visit)	64%
11. Percentage of all youth participants whose children received all recommended well-child visits during the time the participants case was open	95%
12. Percentage of all adult participants whose children received all recommended well-child visits during the time the participant's case was open	98%
13. Percent of youth participants reporting satisfaction with PPI services upon closure	80%
14. Percent of adult participants reporting satisfaction with PPI services upon closure	80%

D. OUTCOME MEASURES REPORTING

The outcome measures reporting calculations are listed below:

- 1. Percentage of pregnant youth delivering at full-term**
Numerator: Total number of pregnant youths delivering at full term.
Denominator: Total number of pregnant youths delivering.
Result: Percentage of pregnant youth delivering at full-term.
- 2. Percentage of pregnant adults delivering at full-term**
Numerator: Total number of pregnant adults delivering at full term.
Denominator: Total number of pregnant adults delivering.
Result: Percentage of pregnant adults delivering at full-term.

**ATTACHMENT A-1
PERFORMANCE & OUTCOME MEASURES**

- 3. Percentage of pregnant youth delivering healthy weight baby**
Numerator: Total number of pregnant youths delivering at healthy weight.
Denominator: Total number of pregnant youths delivering.
Result: Percentage of pregnant youth delivering at healthy weight.
- 4. Percentage of pregnant adults delivering healthy weight baby**
Numerator: Total number of pregnant adults delivering at healthy weight.
Denominator: Total number of pregnant adults delivering.
Result: Percentage of pregnant adult delivering at healthy weight.
- 5. Percentage of pregnant youth reporting abstinence from date of open case to delivery**
Numerator: Total number of pregnant youths delivering reporting abstinence.
Denominator: Total number of pregnant youths delivering.
Result: Percentage of pregnant youth delivering reporting abstinence.
- 6. Percentage of pregnant adults reporting abstinence from date of open case to delivery**
Numerator: Total number of pregnant adults delivering reporting abstinence.
Denominator: Total number of pregnant adults delivering.
Result: Percentage of pregnant adult delivering reporting abstinence.
- 7. Percentage of all youth participants reporting reduced substance use**
Numerator: Total number of all youth participants reporting reduced substance use.
Denominator: Total number of all youth participants enrolled.
Result: Percentage of all youth participants reporting reduced substance use.
- 8. Percentage of all adult participants reporting reduced substance use**
Numerator: Total number of all adult participants reporting reduced substance use.
Denominator: Total number of all adult participants enrolled.
Result: Percentage of all adult participants reporting reduced substance use.
- 9. Percentage of all youth participants receiving reproductive health visit (prenatal visit, postpartum visit, inter-conception visit)**
Numerator: Total number of closed youth cases reporting receiving reproductive health visit.
Denominator: Total number of all closed youth cases.
Result: Percentage of youth receiving reproductive health visit.
- 10. Percentage of all adult participants receiving reproductive health visit (prenatal visit, postpartum visit, inter-conception visit)**
Numerator: Total number of closed adult cases reporting receiving reproductive health visit.
Denominator: Total number of all closed adult cases.
Result: Percentage of adult receiving reproductive health visit.

**ATTACHMENT A-1
PERFORMANCE & OUTCOME MEASURES**

11. Percentage of all youth participants whose children received all recommended well-child visits during the time the participant's case was open

Numerator: Total number of closed youth cases reporting receiving recommended well-child visits.

Denominator: Total number of all closed youth cases.

Result: Percentage of youth receiving recommended well-child visits.

12. Percentage of all adult participants whose children received all recommended well-child visits during the time the participant's case was open

Numerator: Total number of closed adult cases reporting receiving recommended well-child visits.

Denominator: Total number of all closed adult cases.

Result: Percentage of adult receiving recommended well-child visits.

13. Percent of youth participants reporting satisfaction with PPI services upon closure

Numerator: Total number of youth participants closed reporting satisfaction with PPI services.

Denominator: Total number of youth participants closed.

Result: Percent of youth participants reporting satisfaction with PPI services upon closure.

14. Percent of adult participants reporting satisfaction with PPI services upon closure

Numerator: Total number of adult participants closed reporting satisfaction with PPI services.

Denominator: Total number of adult participants closed.

Result: Percent of adult participants reporting satisfaction with PPI services upon closure.

ATTACHMENT B FISCAL REQUIREMENTS

- A.** Grantee will ensure compliance with all requirements for this Contract funded through the United States Health and Human Services (HHS), Substance Abuse and Mental Health Services Administration (SAMSHA), Substance Use Prevention, Treatment, and Recovery Services (SUPTRS) Block Grant, Assistance Listing Number (ALN) 93.959, and System Agency General Revenue.
- B.** Grantee will ensure compliance with the following in the Code of Federal Regulation (CFR):
1. SUPTRS Block Grant: 45 CFR Part 96, Subpart C, link: [45 CFR Part 96](#).
 2. Federal Uniform Grant Guidance – Code of Federal Regulations, Title 2, Grants and Agreements, Subtitle A, Office of Management and Budget Guidance for Grants and Agreements, Chapter II, Office of Management and Budget Guidance, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, link: <https://www.hhs.texas.gov/business/grants/federal-uniform-grant-guidance>.
- C.** Grantee will ensure compliance with the following Grant requirements, located at System Agency’s website: <https://www.hhs.texas.gov/business/grants>
1. Federal Funding Accountability and Transparency Act Reporting Requirements.
 2. Indirect Cost Rates.
- D.** Grantee will ensure compliance with Texas Grant Management Standards (TxGMS), located at Texas Comptroller of Public Accounts, link: <https://comptroller.texas.gov/purchasing/grant-management/>.
- E.** Grantee will access the Transactions List report in Clinical Management for Behavioral Health Services (CMBHS) system to identify the amount of federal funds allocated to this award for each transaction.
- F.** Any unexpended balance associated with any other System Agency-funded contract may not be applied to this Contract.
- G. Invoice and Payment Requirements:**
1. Grantee shall submit monthly invoices to the System Agency utilizing the CMBHS system by the 15th of the month. The invoice shall document the expenditures to be reimbursed for the previous month’s activities.
 2. After the closure of each State Fiscal Year (FY), System Agency will conduct contract close-out activities. Grantee shall ensure all invoices for the FY are submitted in CMBHS by October 15th. Invoices submitted after October 15th deadline may be denied.

3. All invoice(s) for the September service period of the current fiscal year must be submitted by October 15th. The invoice(s) submitted after this date may be denied due to the grant budget period being closed.
4. System Agency may request additional supportive documentation to support the invoice. All requests for additional information shall be provided by the deadline requested.

H. Funding

1. The System Agency share and match allocations for the Grant Agreement, State Fiscal Years 2024-2028 are documented in the **Contract Signature Document, Section V. Budget and Indirect Cost Rate.**
 2. The Contract requires a five (5%) percent match contribution from Grantee.
- I. Except as indicated by the CMBHS system financial eligibility assessment, Grantee shall accept reimbursement or payment from the System Agency as payment in full for services or goods provided to clients or participants, and Grantee shall not seek additional reimbursement or payment for services or goods, to include benefits received from federal, state, or local sources, from clients or participants.

J. Cost Reimbursement Budget

1. The **Attachment B-1, Approved Categorical Budget** documents all approved and allowable expenditures and is incorporated into the Grant Agreement. Grantee shall *only* utilize the funding detailed in **Attachment B-1, Approved Categorical Budget** for approved and allowable costs.
2. If needed, Grantee may revise the **Attachment B-1, Approved Categorical Budget**. The requirements are as follows:
 - a. Grantee is allowed to transfer funds to the budgeted direct categories **except for the Equipment category**. Grantee may transfer up to ten percent (10%) of the FY Contract value without System Agency approval. Budget revisions exceeding the ten percent (10%) requirement require System Agency's written approval, see **(J) (2) (b)**.
 - b. Grantee may request revisions to **Attachment B-1, Approved Categorical Budget** that exceed the ten percent (10%) requirement stated in **(J)(2)(a)** by submitting a written request to the assigned Contract Manager, in accordance with the **Section K. Budget Program Adjustment (BPA) Requirements**. This change is considered a minor administrative change and does not require a Contract Amendment. The System Agency shall provide written notification if the budget revision is approved; and the assigned Contract Manager will update CMBHS, as needed.

- c. Grantee may revise funding in the Equipment category by submitting a written request to the assigned Contract Manager in accordance with the requirements in **Section K. Budget Program Adjustment (BPA) Requirements**. This change is considered a minor administrative change and does not require a Contract Amendment. The System Agency shall provide written notification documenting if the budget revision is approved.
 - d. Grantee may revise the indirect cost rate in **Attachment B-1 Approved Categorical Budget** if there are changes to the System Agency provisional or approved indirect cost rate. Grantee shall submit a written request to the assigned Contract Manager in accordance with requirements in **Section K. Budget Program Adjustment (BPA) Requirements**. This change requires a Contract Amendment.
3. System Agency may approve the indirect cost rate after Contract execution. System Agency and Grantee will update the **Attachment B-1 Approved Categorical Budget** to comply with the new indirect cost rate and update CMBHS. This type of change is requires a Contract Amendment.

K. Budget Program Adjustment (BPA) Requirements

1. Grantee may request revisions to the approved **Attachment B-1, Approved Categorical Budget** by completing a Budget Program Adjustment (BPA) Form and submitting to the SUD Mailbox at SUD.Contracts@hhs.texas.gov or the System Agency required submission system location.
2. The types of BPA revisions Grantee may request are:
 - a. Budget changes for direct categories that exceed the allowable variance, excluding indirect and equipment categories;
 - b. Budget changes to the indirect cost categories, in compliance with the HHSC approved rate;
 - c. Budget changes to the direct category, Equipment; and
 - d. Requesting funding changes.
3. The estimated timeline for System Agency to review and provide written communication on the results of the BPA request is 30 calendar days from receiving an accepted form.
4. Each State Fiscal Year, the deadline to submit BPA requests is March 1st.

L. Financial Status Report Requirements

1. Grantee shall submit a quarterly Financial Status Report (FSR) in CMBHS to document all expenditures, for each Program or Program ID (if applicable) referenced on the Contract

Signature Document. The Reports shall be submitted by the due date documented in **Attachment A**.

2. Grantee shall submit the following supportive documentation for each quarterly FSR. The documentation shall be submitted by the due date and submission system documented in **Attachment A**:
 - a. General Ledger (GL): The general ledger that documents all expenditures to support the data reported in the FSR.
 - b. FSR to General Ledger Worksheet: The worksheet shall provide an analysis of the general ledger by documenting the expenses into the categorial budget category. The FSR to General Ledger Worksheet shall be completed on the System Agency template.

Attachment B-1 Approved Categorical Budget

EXHIBIT C
Solicitation RFA HHS0012453

Budget Summary

Organization Name:
Region:

Budget Categories

NOTE for the purpose of the RFA. Match is not required.

Budget Categories	HHSC Funds Requested	Cash Match	In Kind Match Contributions	Category Total
Personnel	\$178,345	\$0	\$15,000	\$193,345
Fringe Benefits	\$53,503	\$0	\$1,500	\$55,003
Travel	\$2,996	\$0	\$0	\$2,996
Equipment		\$0	\$0	\$0
Supplies	\$2,619	\$0	\$0	\$2,619
Contractual		\$0	\$0	\$0
Other	\$29,436	\$0	\$0	\$29,436
Total Direct Costs	\$266,898	\$0	\$16,500	\$283,398
Indirect Costs	\$63,102	\$0	\$0	\$63,102
Totals	\$330,000	\$0	\$16,500	\$346,500

Subcontracting

Subcontracting Percentage:

Match Contributions

Required Match Percentage: Calculated Match Percentage:

Required Match Amount: Calculated Match Amount:

Source of Cash Match Funds

Source of In Kind Match Funds

Volunteer master's level social work interns who qualify as case managers. They will be trained and supervised by licensed staff.

Program Income

Projected Earnings:

Source of Earnings

Non-HHSC Funding

Direct Federal Funds:
Other State Agency Funds:
Local Funding Sources:
Other Funds:
Total Projected Non-HHSC Funding:

INSTRUCTIONS

When preparing the budget, you should budget for all costs that your organization will incur in carrying out the HHSC program
If Match is not required for your program there should not be funds in the categories under Cash Match or In Kind Match Contributions after you enter funds in the HHSC Funds Requested column.

Budget Categories

HHSC Funds Requested: Enter the HHSC reimbursed amounts in the appropriate categories
NOTE: The amounts in the Cash Match column are the amounts remaining from the Cash entries in the categorical sheets with HHSC reimbursement removed

Subcontracting

No entry required. This is the percentage of the sub-recipient contract being sub-contracted

Match Contributions Match is not required under this RFA.

Required Match Percentage: Select the Match amount required for the program
Source of Cash Match funds: Enter the source of the Cash Match funds that are entered onto the categorical sheets of this budget

Source of In Kind Match Funds: Enter the source of the In Kind Match funds that are entered onto the categorical sheets of this budget

Program Income

Projected Earnings: Enter the dollar amount for Program Income

Source of Earnings: Enter the source for the dollar amount entered into the Projected Earnings box

Non-HHSC Funding

Enter the dollar amounts contributed by the sources listed that are used to support the HHSC program

Note: These funds may be the same funds as listed as Cash match

								0					
								0					
								0					
								0					
								0					
Cash Total													178,345
In Kind Match Total													15,000
Salary Wage Total													193,345

Fringe Benefits

Total Fringe Benefit %: 30.00%

Fringe Benefit Amounts

Cash:	\$53,503.42
In Kind Match:	\$1,500.00
Fringe Benefits Total:	\$55,003.42

List the types of costs that comprise your organization's fringe benefits.
Retirement, medical coverage, workman's comp and other benefits from UTA. Fringe is calculated at 30% for employee rate per UTA policy- total employee salary = \$176,483 to calculate the 30% fringe = \$52,944.92.
Fringe is calculated at 10% for the in-kind match intern volunteer hours.

Travel Category Detail

Organization Name: University of Texas at Arlington

Indicate Policy Used

Organizations Travel Policy *

State of Texas Travel Policy

Include travel policy in renewal response if using Organization's travel policy

Conference / Workshop Travel Costs

Description of Conference / Workshop	Justification	Location City/State	Number of Days	Number of Employees	Total Auto Mileage Cost	Airfare	Meals	Lodging	Other Costs	Funding Source	Total
NAS	Grant requirements - and to ensure staff continue being trained in best practices. Anticipated hold of \$161 per day and per diem of \$64 with first and last day being \$48. Anticipated Sunday - Wednesday. Team will carpool and reimbursed at rates of \$0.655 or current IRS rate. Parking anticipated \$25 per night.	Austin	4	2	\$262		\$448	\$966	\$75	Cash	\$1,751
											\$0
											\$0
											\$0
											\$0
											\$0
											\$0
											\$0
Total Cash for Conference / Workshop											\$1,751
Total In Kind Match for Conference / Workshop											\$0
Total for Conference / Workshop Travel											\$1,751

Other / Local Travel Costs

Justification	Mileage Reimbursement Rate	Number of Miles	Mileage Cost	Other Costs	Funding Source	Total Cost
Reimbursement for mileage for local travel to community sites and home visits -plus cost of parking at some locations. To be reimbursed at the approved rate at the time of travel. Most of travel is for community outreach, home visits, and community presentations. This is approximately 156 miles travelled per month, approximately 12 community site visits per month.	\$0.66	1900	\$1,245		Cash	\$1,245
			\$0			\$0
			\$0			\$0
			\$0			\$0
			\$0			\$0
			\$0			\$0
			\$0			\$0
Total Cash for Other / Local Travel						\$1,245
Total In Kind Match for Other / Local Travel						\$0
Total for Other / Local Travel						\$1,245

Cash Total **\$2,996**
 In Kind Match Total **\$0**
 Total Travel Costs: **\$2,996**

Equipment Category Detail

Organization Name: University of Texas at Arlington

Description of Item	Purpose & Justification	Number of Units	Cost Per Unit	Funding Source	Total Cost
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0
Cash Total					\$0
In Kind Match Total					\$0
Total Amount Requested for Equipment					\$0

Cash Total	\$2,619
In Kind Match Total	\$0
Total Amount Requested for Supplies	\$2,619

HEALTH AND HUMAN SERVICES
Contract Number HHS001245100004
Attachment C CONTRACT AFFIRMATIONS

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as “Contractor”) regardless of their business form (e.g., individual, partnership, corporation).

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

1. 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.

2. Complete and Accurate Information

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

3. Public Information Act

Contractor understands that HHS 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.

4. 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.

5. 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 System Agency. 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. 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.

6. Terms and Conditions

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 HHS' terms and conditions, if any, are rejected unless expressly accepted by System Agency in writing.

7. HHS Right to Use

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

8. 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.

9. 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.

10. 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.

11. 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.

12. 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. If the certification is shown to be false, Contractor may be liable for additional costs and damages set out in 231.006(f).

13. 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.

14. 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.'

15. Foreign Terrorist 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.

16. 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.

17. 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.

18. 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.

19. 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.

20. 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).

21. 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.

22. 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.

23. 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.

24. Television Equipment Recycling Program

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.

25. 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.

26. 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.

27. 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 System Agency. 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 System Agency as a potential conflict. System Agency reserves the right to make a final determination regarding the existence of Conflicts of Interest, and Contractor agrees to abide by System Agency's decision.

28. Fraud, Waste, and Abuse

Contractor understands that HHS does not tolerate any type of fraud, waste, or abuse. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. Pursuant to Texas Government Code, Section 321.022, if the administrative head of a department or entity that is subject to audit by the state auditor has reasonable cause to believe that money received from the state by the department or entity or by a client or contractor of the department or entity may have been lost, misappropriated, or misused, or that other fraudulent or unlawful conduct has occurred in relation to the operation of the department or entity, the administrative head shall report the reason and basis for the belief to the Texas State Auditor's Office (SAO). All employees or contractors who have reasonable cause to believe that fraud, waste, or abuse has occurred (including misconduct by any HHS employee, Grantee officer, agent, employee, or subcontractor that would constitute fraud, waste, or abuse) are required to immediately report the questioned activity to the Health and Human Services Commission's Office of Inspector General. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud, waste, and abuse including, but not limited to, HHS Circular C-027.

A report to the SAO must be made through one of the following avenues:

- SAO Toll Free Hotline: 1-800-TX-AUDIT
- SAO website: <http://sao.fraud.state.tx.us/>

All reports made to the OIG must be made through one of the following avenues:

- OIG Toll Free Hotline 1-800-436-6184
- OIG Website: ReportTexasFraud.com
- Internal Affairs Email: InternalAffairsReferral@hhsc.state.tx.us
- OIG Hotline Email: OIGFraudHotline@hhsc.state.tx.us.
- OIG Mailing Address: Office of Inspector General
Attn: Fraud Hotline
MC 1300
P.O. Box 85200
Austin, Texas 78708-5200

29. 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.

30. 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 1 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.

31. 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.

32. 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.

33. Entities that Boycott Israel

Contractor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

34. E-Verify

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:

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

35. Former Agency Employees – Certain Contracts

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, in accordance with Section 2252.901 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.

36. Disclosure of Prior State Employment – Consulting Services

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, System Agency 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:

1. Name of individual(s) (Contractor or employee(s));
2. Status;
3. The nature of the previous employment with HHSC or the other State of Texas agency;
4. The date the employment was terminated and the reason for the termination; and
5. 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 System Agency or any other State of Texas agency at any time during the two years preceding the submission of Contractor’s offer to provide services.

37. Abortion Funding Limitation

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

1. performs an abortion procedure that is not reimbursable under the state’s Medicaid program;
2. 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
3. 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.

38. Funding Eligibility

Contractor understands, acknowledges, and agrees that, pursuant to Chapter 2272 (eff. Sept. 1, 2021, Ch. 2273) 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 (eff. Sept. 1, 2021, Ch. 2273) of the Texas Government Code.

39. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)

Contractor certifies that the individual or business entity named in this Response or Contract is not ineligible to receive the specified Contract or funding pursuant to 2 CFR 200.216.

40. COVID-19 Vaccine Passports

Pursuant to Texas Health and Safety Code, Section 161.0085(c), Contractor certifies that it does not require its customers to provide any documentation certifying the customer's COVID-19 vaccination or post-transmission recovery on entry to, to gain access to, or to receive service from the Contractor's business. Contractor acknowledges that such a vaccine or recovery requirement would make Contractor ineligible for a state-funded contract.

41. Entities that Boycott Energy Companies

In accordance with Senate Bill 13, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Contractor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

42. Entities that Discriminate Against Firearm and Ammunition Industries

In accordance with Senate Bill 19, Acts 2021, 87th Leg., R.S., pursuant to Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Contractor verifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify System Agency.

43. Security Controls for State Agency Data

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.138, Contractor understands, acknowledges, and agrees that if, pursuant to this Contract, Contractor is or will be authorized to access, transmit, use, or store data for System Agency, Contractor is required to meet the security controls the System Agency determines are proportionate with System Agency's risk under the Contract based on the sensitivity of System Agency's data and that Contractor must periodically provide to System Agency evidence that Contractor meets the security controls required under the Contract.

44. Cloud Computing State Risk and Authorization Management Program (TX-RAMP)

In accordance with Senate Bill 475, Acts 2021, 87th Leg., R.S., pursuant to Texas Government Code, Section 2054.0593, Contractor acknowledges and agrees that, if providing cloud computing services for System Agency, Contractor must comply with the requirements of the state risk and authorization management program and that System Agency may not enter or renew a contract with Contractor to purchase cloud computing services for the agency that are subject to the state risk and authorization management program unless Contractor demonstrates compliance with program requirements. If providing cloud computing services for System Agency that are subject to the state risk and authorization management program, Contractor certifies it will maintain program compliance and certification throughout the term of the Contract.

45. Office of Inspector General Investigative Findings Expert Review

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 531.102(m-1)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

46. Contract for Professional Services of Physicians, Optometrists, and Registered Nurses

In accordance with Senate Bill 799, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2254.008(a)(2) is applicable to this Contract, Contractor affirms that it possesses the necessary occupational licenses and experience.

47. Foreign-Owned Companies in Connection with Critical Infrastructure

If Texas Government Code, Section 2274.0102(a)(1) (relating to prohibition on contracts with certain foreign-owned companies in connection with critical infrastructure) is applicable to this Contract, pursuant to Government Code Section 2274.0102, Contractor certifies that neither it nor its parent company, nor any affiliate of Contractor or its parent company, is: (1) majority owned or controlled by citizens or governmental entities of China, Iran, North Korea, Russia, or any other country designated by the Governor under Government Code Section 2274.0103, or (2) headquartered in any of those countries.

48. Critical Infrastructure Subcontracts

For purposes of this Paragraph, the designated countries are China, Iran, North Korea, Russia, and any countries lawfully designated by the Governor as a threat to critical infrastructure. Pursuant to Section 113.002 of the Business and Commerce Code, Contractor shall not enter into a subcontract that will provide direct or remote access to or control of critical infrastructure, as defined by Section 113.001 of the Texas Business and Commerce Code, in this state, other than access specifically allowed for product warranty and support purposes to any subcontractor unless (i) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is majority owned or controlled by citizens or governmental entities of a designated country; and (ii) neither the subcontractor nor its parent company, nor any affiliate of the subcontractor or its parent company, is headquartered in a designated country. Contractor will notify the System Agency before entering into any subcontract that will provide direct or remote

access to or control of critical infrastructure, as defined by Section 113.001 of the Texas Business & Commerce Code, in this state.

49. Enforcement of Certain Federal Firearms Laws Prohibited

In accordance with House Bill 957, Acts 2021, 87th Leg., R.S., if Texas Government Code, Section 2.101 is applicable to Contractor, Contractor certifies that it is not ineligible to receive state grant funds pursuant to Texas Government Code, Section 2.103.

50. Prohibition on Abortions

Contractor understands, acknowledges, and agrees that, pursuant to Article II of the General Appropriations Act, (1) no funds shall be used to pay the direct or indirect costs (including marketing, overhead, rent, phones, and utilities) of abortion procedures provided by contractors of HHSC; and (2) no funds appropriated for Medicaid Family Planning, Healthy Texas Women Program, or the Family Planning Program shall be 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. 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 II.

51. 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.

52. 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.

53. 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.

54. Equal Employment Opportunity

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

55. 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).

56. Signature Authority

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

Signature Page Follows

Authorized representative on behalf of Contractor must complete and sign the following:

The University of Texas at Arlington

Legal Name of Contractor

Assumed Business Name of Contractor, if applicable (d/b/a or ‘doing business as’)

Texas County(s) for Assumed Business Name (d/b/a or ‘doing business as’)
Attach Assumed Name Certificate(s) filed with the Texas Secretary of State and Assumed Name Certificate(s), if any, for each Texas County Where Assumed Name Certificate(s) has been filed.

DocuSigned by:
Sarah Panepinto
E7A33C1AF385482...

September 1, 2023

Signature of Authorized Representative

Date Signed

Sarah R Panepinto

Senior Director, OGCS

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

Title of Authorized Representative

701 S. Nedderman Drive

Arlington, TX 76019

Physical Street Address

City, State, Zip Code

Mailing Address, if different

City, State, Zip Code

817-272-2105

Phone Number

Fax Number

sarah.panepinto@uta.edu

06-423-4610

Email Address

DUNS Number

75-6000121

37147147146

Federal Employer Identification Number

Texas Identification Number (TIN)

N/A

N/A

Texas Franchise Tax Number

Texas Secretary of State Filing Number

LMLUKUPJJ9N3

SAM.gov Unique Entity Identifier (UEI)

ATTACHMENT D



TEXAS
Health and Human Services

Health and Human Services (HHS)

Uniform Terms and Conditions - Grant

Version 3.2

Published and Effective – July 2022

Responsible Office: Chief Counsel

ABOUT THIS DOCUMENT

In this document, Grantees (also referred to in this document as subrecipients or contractors) will find requirements and conditions applicable to grant funds administered and passed-through by both the Texas Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). These requirements and conditions are incorporated into the Grant Agreement through acceptance by Grantee of any funding award by HHSC or DSHS.

The terms and conditions in this document are in addition to all requirements listed in the RFA, if any, under which applications for this grant award are accepted, as well as all applicable federal and state laws and regulations. Applicable federal and state laws and regulations may include, but are not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; requirements of the entity that awarded the funds to HHS; Chapter 783 of the Texas Government Code; Texas Comptroller of Public Accounts' agency rules (including Uniform Grant and Contract Standards set forth in Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code); the Texas Grant Management Standards (TxGMS) developed by the Texas Comptroller of Public Accounts; and the Funding Announcement, Solicitation, or other instrument/documentation under which HHS was awarded funds. HHS, in its sole discretion, reserves the right to add requirements, terms, or conditions.

TABLE OF CONTENTS

ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS	6
1.1 DEFINITIONS	6
1.2 INTERPRETIVE PROVISIONS.....	7
ARTICLE II. PAYMENT PROVISIONS.....	8
2.1 PROMPT PAYMENT.....	8
2.2 TAXES	8
2.3 ANCILLARY AND TRAVEL EXPENSES	9
2.4 BILLING.....	9
2.5 USE OF FUNDS	9
2.6 USE FOR MATCH PROHIBITED.....	9
2.7 PROGRAM INCOME	9
2.8 NONSUPPLANTING.....	9
2.9 INDIRECT COST RATES.....	10
ARTICLE III. STATE AND FEDERAL FUNDING	10
3.1 EXCESS OBLIGATIONS PROHIBITED.....	10
3.2 NO DEBT AGAINST THE STATE.....	10
3.3 DEBTS AND DELINQUENCIES	10
3.4 REFUNDS AND OVERPAYMENTS	10
ARTICLE IV. ALLOWABLE COSTS AND AUDIT REQUIREMENTS	11
4.1 ALLOWABLE COSTS	11
4.2 AUDITS AND FINANCIAL STATEMENTS.....	11
4.3 SUBMISSION OF AUDITS AND FINANCIAL STATEMENTS	12
ARTICLE V. WARRANTY, AFFIRMATIONS, ASSURANCES AND CERTIFICATIONS.....	12
5.1 WARRANTY	12
5.2 GENERAL AFFIRMATIONS.....	13
5.3 FEDERAL ASSURANCES	13
5.4 FEDERAL CERTIFICATIONS	13
5.5 STATE ASSURANCES.....	13

ARTICLE VI. INTELLECTUAL PROPERTY	13
6.1 OWNERSHIP OF WORK PRODUCT.....	13
6.2 GRANTEE’S PRE-EXISTING WORKS	14
6.3 THIRD PARTY IP	14
6.4 AGREEMENTS WITH EMPLOYEES AND SUBCONTRACTORS	14
6.5 DELIVERY UPON TERMINATION OR EXPIRATION	15
6.6 SURVIVAL	15
6.7 SYSTEM AGENCY DATA	15
ARTICLE VII. PROPERTY	15
7.1 USE OF STATE PROPERTY.....	15
7.2 DAMAGE TO STATE PROPERTY	16
7.3 PROPERTY RIGHTS UPON TERMINATION OR EXPIRATION OF CONTRACT	16
7.4 EQUIPMENT AND PROPERTY.....	16
ARTICLE VIII. RECORD RETENTION, AUDIT, AND CONFIDENTIALITY.....	17
8.1 RECORD MAINTENANCE AND RETENTION.....	17
8.2 AGENCY’S RIGHT TO AUDIT.....	17
8.3 RESPONSE/COMPLIANCE WITH AUDIT OR INSPECTION FINDINGS	18
8.4 STATE AUDITOR’S RIGHT TO AUDIT	18
8.5 CONFIDENTIALITY	18
ARTICLE IX. GRANT REMEDIES, TERMINATION AND PROHIBITED ACTIVITIES.....	19
9.1 REMEDIES.....	19
9.2 TERMINATION FOR CONVENIENCE	19
9.3 TERMINATION FOR CAUSE	19
9.4 GRANTEE RESPONSIBILITY FOR SYSTEM AGENCY’S TERMINATION COSTS....	20
9.5 INHERENTLY RELIGIOUS ACTIVITIES	20
9.6 POLITICAL ACTIVITIES.....	20
ARTICLE X. INDEMNITY.....	21
10.1 GENERAL INDEMNITY.....	21
10.2 INTELLECTUAL PROPERTY	21
10.3 ADDITIONAL INDEMNITY PROVISIONS	22
ARTICLE XI. GENERAL PROVISIONS	22
11.1 AMENDMENTS	22
11.2 NO QUANTITY GUARANTEES.....	22

11.3	CHILD ABUSE REPORTING REQUIREMENTS	22
11.4	CERTIFICATION OF MEETING OR EXCEEDING TOBACCO-FREE WORKPLACE POLICY MINIMUM STANDARDS	23
11.5	INSURANCE AND BONDS	23
11.6	LIMITATION ON AUTHORITY	23
11.7	CHANGE IN LAWS AND COMPLIANCE WITH LAWS	24
11.8	SUBCONTRACTORS	24
11.9	PERMITTING AND LICENSURE	24
11.10	INDEPENDENT CONTRACTOR	24
11.11	GOVERNING LAW AND VENUE	25
11.12	SEVERABILITY	25
11.13	SURVIVABILITY	25
11.14	FORCE MAJEURE	25
11.15	NO IMPLIED WAIVER OF PROVISIONS	26
11.16	FUNDING DISCLAIMERS AND LABELING	26
11.17	MEDIA RELEASES	26
11.18	PROHIBITION ON NON-COMPETE RESTRICTIONS	26
11.19	SOVEREIGN IMMUNITY	26
11.20	ENTIRE CONTRACT AND MODIFICATION	27
11.21	COUNTERPARTS	27
11.22	PROPER AUTHORITY	27
11.23	E-VERIFY PROGRAM	27
11.24	CIVIL RIGHTS	27
11.25	ENTERPRISE INFORMATION MANAGEMENT STANDARDS	28
11.26	DISCLOSURE OF LITIGATION	28
11.27	NO THIRD PARTY BENEFICIARIES	29
11.28	BINDING EFFECT	29

ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS

1.1 DEFINITIONS

As used in this Grant Agreement, unless a different definition is specified, or 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 Grant Agreement.

“Contract” or “Grant Agreement” means the agreement entered into by the Parties, including the Signature Document, these Uniform Terms and Conditions, along with any attachments and amendments that may be issued by the System Agency.

“Deliverables” means the goods, services, and work product, including all reports and project documentation, required to be provided by Grantee to the System Agency.

“DSHS” means the Department of State Health Services.

“Effective Date” means the date on which the Grant Agreement 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 Grant Agreement. May also be referred to as “subrecipient” or “contractor” in this document.

“HHSC” means the Texas Health and Human Services Commission.

“Health and Human Services” or “HHS” includes HHSC and DSHS.

“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.

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

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

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

“Signature Document” means the document executed by all Parties for this Grant Agreement.

“Solicitation,” “Funding Announcement” or “Request for Applications (RFA)” means the document (including all exhibits, attachments, and published addenda), issued by the System Agency under which applications for grant funds were requested, which is incorporated by reference in the Grant Agreement for all purposes in its entirety.

“Solicitation Response” or “Application” means Grantee’s full and complete Solicitation response (including any attachments and addenda), which is incorporated by reference in the Grant Agreement 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 the Texas Comptroller of Public Accounts’ state travel rules, policies, and guidelines.

“Statement of Work” means the description of activities Grantee must perform to complete the Project, as specified in the Grant Agreement and as may be amended.

“System Agency” means HHSC or DSHS, as applicable.

“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 Grant Agreement or through use of any funding provided under this Grant Agreement.

“Texas Grant Management Standards” or “TxGMS” 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. Under this Grant Agreement, TxGMS applies to Grantee except as otherwise provided by applicable law or directed by System Agency. Additionally, except as otherwise provided by applicable law, in the event of a conflict between TxGMS and applicable federal or state law, federal law prevails over state law and state law prevails over TxGMS.

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 Grant Agreement as a whole and not to any particular provision, section, attachment, or schedule of this Grant Agreement unless otherwise specified.
- C. The term “including” is not limiting and means “including without limitation” and, unless otherwise expressly provided in this Grant Agreement, (i) references to contracts

(including this Grant Agreement) 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 Grant Agreement, 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 agreements, contracts, statutes, or administrative rules or regulations in the Grant Agreement are references to these documents as amended, modified, or supplemented during the term of the Grant Agreement.
- E. The captions and headings of this Grant Agreement are for convenience of reference only and do not affect the interpretation of this Grant Agreement.
- F. All attachments, including those incorporated by reference, and any Amendments are considered part of the terms of this Grant Agreement.
- G. This Grant Agreement may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative.
- H. 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.”
- I. Time is of the essence in this Grant Agreement.
- J. Prior to execution of the Grant Agreement, Grantee must notify System Agency’s designated contact in writing of any ambiguity, conflict, discrepancy, omission, or other error. If Grantee fails to notify the System Agency designated contact of any ambiguity, conflict, discrepancy, omission or other error in the Grant Agreement prior to Grantee’s execution of the Grant Agreement, Grantee:
 - i. Shall have waived any claim of error or ambiguity in the Grant Agreement; and
 - ii. Shall not contest the interpretation by the System Agency of such provision(s).

No grantee will be entitled to additional reimbursement, relief, or time by reason of any ambiguity, conflict, discrepancy, exclusionary specification, omission, or other error or its later correction.

ARTICLE II. PAYMENT PROVISIONS

2.1 PROMPT PAYMENT

Payment shall be made in accordance with Chapter 2251 of the Texas Government Code, commonly known as the Texas Prompt Payment Act. Chapter 2251 of the Texas Government Code shall govern remittance of payment and remedies for late payment and non-payment.

2.2 TAXES

Grantee represents and warrants that it shall pay all taxes or similar amounts resulting from the Grant Agreement, including, but not limited to, any federal, State, or local income, sales or excise taxes of Grantee or its employees. System Agency shall not be liable for any taxes resulting from the Grant Agreement.

2.3 ANCILLARY AND TRAVEL EXPENSES

- A. Except as otherwise provided in the Grant Agreement, no ancillary expenses incurred by the Grantee in connection with its provision of the services or deliverables will be reimbursed by the System Agency. Ancillary expenses include, but are not limited to, costs associated with transportation, delivery, and insurance for each deliverable.
- B. Except as otherwise provided in the Grant Agreement, when the reimbursement of travel expenses is authorized by the Grant Agreement, all such expenses will be reimbursed in accordance with the rates set by the Texas Comptroller's *Texttravel* guidelines, which can currently be accessed at: <https://fmx.cpa.texas.gov/fmx/travel/texttravel/>.

2.4 BILLING

Unless otherwise provided in the Grant Agreement, Grantee shall bill the System Agency in accordance with the Grant Agreement. Unless otherwise specified in the Grant Agreement, 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.

2.5 USE OF FUNDS

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

2.6 USE FOR MATCH PROHIBITED

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

2.7 PROGRAM INCOME

Program income refers to gross income directly generated by a supporting activity during the period of performance. Unless otherwise required under the Grant Agreement, Grantee shall use Program Income, as provided in TxGMS, to further the Project, and Grantee shall spend the Program Income on the Project. Grantee shall identify and report Program Income in accordance with the Grant Agreement, applicable law, and any programmatic guidance. Grantee shall expend Program Income during the Grant Agreement 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 Grant Agreement.

2.8 NONSUPPLANTING

Grant funds must be used to supplement existing, new or corresponding programming and related activities. Grant funds may not be used to supplant (replace) existing funds that have been appropriated, allocated, or disbursed for the same purpose. System Agency may conduct Grant monitoring or audits may be conducted to review, among other things, Grantee's compliance with this provision.

2.9 INDIRECT COST RATES

The System Agency may acknowledge an indirect cost rate for Grantees that is utilized for all applicable Grant Agreements. For subrecipients receiving federal funds, indirect cost rates will be determined in accordance with applicable law including, but not limited to, 2 CFR 200.414(f). For recipients receiving state funds, indirect costs will be determined in accordance with applicable law including, but not limited to, TxGMS. Grantees funded with blended federal and state funding will be subject to both state and federal requirements when determining indirect costs. In the event of a conflict between TxGMS and applicable federal law or regulation, the provisions of federal law or regulation will apply. Grantee will provide any necessary financial documents to determine the indirect cost rate in accordance with the Uniform Grant Guidance (UGG) and TxGMS.

ARTICLE III. STATE AND FEDERAL FUNDING

3.1 EXCESS OBLIGATIONS PROHIBITED

This Grant Agreement is subject to termination or cancellation, without penalty to System Agency, either in whole or in part, subject to the availability and actual receipt by System Agency of state or federal 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 Grant Agreement impossible or unnecessary, the Grant Agreement 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. Additionally, System Agency will not be liable to Grantee for any remaining unpaid funds under this Grant Agreement at time of termination.

3.2 NO DEBT AGAINST THE STATE

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

3.3 DEBTS AND DELINQUENCIES

Grantee agrees that any payments due under the Grant Agreement 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 during the entirety of the Grant Agreement term.

3.4 REFUNDS AND OVERPAYMENTS

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 – to System Agency any funds erroneously paid by System Agency which are not expressly authorized under the Grant Agreement.

- 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 Grant Agreement, including any unapproved expenditures. Grantee understands and agrees that it shall be liable to the System Agency for any costs disallowed pursuant to financial and compliance audit(s) of funds received under this Grant Agreement. 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 Grant Agreement.

ARTICLE IV. ALLOWABLE COSTS AND AUDIT REQUIREMENTS

4.1 ALLOWABLE COSTS

- A. Allowable Costs are restricted to costs that are authorized under Texas Uniform Grant Management Standards (TxGMS) and applicable state and federal rules and laws. This Grant Agreement is subject to all applicable requirements of TxGMS, including the criteria for Allowable Costs. Additional federal requirements apply if this Grant Agreement is funded, in whole or in part, with federal funds.
- B. System Agency will reimburse Grantee for actual, allowable, and allocable costs incurred by Grantee in performing the Project, provided the costs 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 Grant Agreement. 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 remaining funds available under this Grant Agreement in amounts necessary to fulfill Grantee’s repayment obligations. Grantee and all payments received by Grantee under this Grant Agreement are subject to applicable cost principles, audit requirements, and administrative requirements including applicable provisions under 2 CFR 200, 48 CFR Part 31, and TxGMS.
- C. OMB Circulars will be applied with the modifications prescribed by TxGMS 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. Grantee understands and agrees that Grantee is subject to any and all applicable audit requirements found in state or federal law or regulation or added by this Grant Agreement
 - ii. 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 maybe subject to sanctions and remedies for non-compliance.
 - iii. 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.

- iv. 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 TxGMS. The audit must be conducted by an independent certified public accountant and in accordance with 2 CFR 200, Government Auditing Standards, and TxGMS.
 - v. 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 TxGMS, as applicable, for their program-specific audits.
 - vi. Each Grantee 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 applicable provisions of 2 CFR 200 and TxGMS.
- B. Financial Statements.
- Each Grantee that does not meet the expenditure threshold for a single audit or program-specific audit, must provide financial statements for the audit period.

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 one electronic copy of the single audit or program-specific audit to the System Agency via:

- i. HHS portal at <https://hhsportal.hhs.state.tx.us/heartwebextr/hhscSau> or,
- 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 not required to submit an audit, shall submit one electronic copy of their 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. WARRANTY, AFFIRMATIONS, ASSURANCES AND CERTIFICATIONS

5.1 WARRANTY

Grantee warrants that all work under this Grant Agreement shall be completed in a manner consistent with standards under the terms of this Grant Agreement, in the applicable trade, profession, or industry; shall conform to or exceed the specifications set forth in the Grant Agreement; and all deliverables shall be fit for ordinary use, of good quality, and with no material defects. If System Agency, in its sole discretion, determines Grantee has failed to complete work timely or to perform satisfactorily under conditions required by this Grant Agreement, the System Agency may require Grantee, at its sole expense, to:

- i. Repair or replace all defective or damaged work;
- ii. Refund any payment Grantee received from System Agency for all defective or damaged work and, in conjunction therewith, require Grantee to accept the return of such work; and,

- iii. Take necessary action to ensure that Grantee's future performance and work conform to the Grant Agreement requirements.

5.2 GENERAL AFFIRMATIONS

Grantee certifies that, to the extent affirmations are incorporated into the Grant Agreement, the Grantee has reviewed the affirmations and that Grantee is in compliance with all requirements.

5.3 FEDERAL ASSURANCES

Grantee further certifies that, to the extent federal assurances are incorporated into the Grant Agreement, the Grantee has reviewed the federal assurances and that Grantee is in compliance with all requirements.

5.4 FEDERAL CERTIFICATIONS

Grantee further certifies that, to the extent federal certifications are incorporated into the Grant Agreement, 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 Grant Agreement.

5.5 STATE ASSURANCES

Except to the extent of any conflict under applicable law or requirements or guidelines of any federal awarding agency from which funding for this Grant Agreement originated, the Grantee must comply with the applicable state assurances included within the TxGMS which are incorporated here by reference.

ARTICLE VI. INTELLECTUAL PROPERTY

6.1 OWNERSHIP OF WORK PRODUCT

- A. 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.
- B. 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.
- C. Grantee agrees to execute all papers and to perform such other acts as System Agency may deem necessary to secure for System Agency or its designee the rights herein assigned.

- D. 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.
- E. The foregoing does not apply to Incorporated Pre-existing Works or Third Party IP that are incorporated in the Work Product by Grantee. Grantee shall provide System Agency access during normal business hours to all Grantee materials, premises, and computer files containing the Work Product.

6.2 GRANTEE'S PRE-EXISTING WORKS

- A. 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 Grant Agreement ("**Incorporated Pre-existing Works**"), Grantee retains ownership of such Incorporated Pre-existing Works.
- B. 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, reproduce, 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.
- C. 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 THIRD PARTY IP

- A. To the extent that any Third Party IP is included or incorporated in the Work Product by Grantee, Grantee hereby grants to System Agency, or shall obtain from the applicable third party for System Agency's benefit, the irrevocable, perpetual, non-exclusive, worldwide, royalty-free right and license, for System Agency's internal business or governmental purposes only, to use, reproduce, display, perform, distribute copies of, and prepare derivative works based upon such Third Party IP and any derivative works thereof embodied in or delivered to System Agency in conjunction with the Work Product, and to authorize others to do any or all of the foregoing.
- B. Grantee shall obtain System Agency's advance written approval prior to incorporating any Third Party IP into the Work Product, and Grantee shall notify System Agency on delivery of the Work Product if such materials include any Third Party IP.
- C. Grantee shall provide System Agency all supporting documentation demonstrating Grantee's compliance with this Section 6.3, including without limitation documentation indicating a third party's written approval for Grantee to use any Third Party IP that may be incorporated in the Work Product.

6.4 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, Intellectual Property.

6.5 DELIVERY UPON TERMINATION OR EXPIRATION

No later than the first calendar day after the termination or expiration of the Grant Agreement 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 Grant Agreement. Grantee will not retain any copies of the Work Product or any documentation or other products or results of Grantee's activities under the Grant Agreement without the prior written consent of System Agency.

6.6 SURVIVAL

The provisions and obligations of this Article survive any termination or expiration of the Grant Agreement.

6.7 SYSTEM AGENCY DATA

- A. As between the Parties, all data and information acquired, accessed, or made available to Grantee by, through, or on behalf of System Agency or System Agency contractors, including all electronic data generated, processed, transmitted, or stored by Grantee in the course of providing data processing services in connection with Grantee's performance hereunder (the "System Agency Data"), is owned solely by System Agency.
- B. Grantee 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 Grantee to fulfill its obligations under the Grant Agreement or as authorized in advance in writing by System Agency.
- C. For the avoidance of doubt, Grantee 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.
- D. Grantee shall make System Agency Data available to System Agency, including to System Agency's designated vendors, as directed in writing by System Agency. The foregoing shall be at no cost to System Agency.
- E. Furthermore, the proprietary nature of Grantee's systems that process, store, collect, and/or transmit the System Agency Data shall not excuse Grantee's performance of its obligations hereunder.

ARTICLE VII. PROPERTY

7.1 USE OF STATE PROPERTY

- A. Grantee is prohibited from using State Property for any purpose other than performing Services authorized under the Grant Agreement.
- B. State Property includes, but is not limited to, System Agency's office space, identification badges, System Agency information technology equipment and networks (e.g., laptops, portable printers, cell phones, iPads or tablets, external hard drives, data storage devices, any System Agency-issued software, and the System Agency Virtual Private Network (VPN client)), and any other resources of System Agency.

- C. Grantee shall not remove State Property from the continental United States. In addition, Grantee may not use any computing device to access System Agency's network or e-mail while outside of the continental United States.
- D. Grantee shall not perform any maintenance services on State Property unless the Grant Agreement expressly authorizes such Services.
- E. During the time that State Property is in the possession of Grantee, Grantee shall be responsible for:
 - i. all repair and replacement charges incurred by State Agency that are associated with loss of State Property or damage beyond normal wear and tear, and
 - ii. all charges attributable to Grantee's use of State Property that exceeds the Grant Agreement scope. Grantee shall fully reimburse such charges to System Agency within ten (10) calendar days of Grantee's receipt of System Agency's notice of amount due. Use of State Property for a purpose not authorized by the Grant Agreement shall constitute breach of contract and may result in termination of the Grant Agreement and the pursuit of other remedies available to System Agency under contract, at law, or in equity.

7.2 DAMAGE TO STATE PROPERTY

- A. In the event of loss, destruction, or damage to any System Agency or State of Texas owned, leased, or occupied property or equipment by Grantee or Grantee's employees, agents, Subcontractors, or suppliers, Grantee shall be liable to System Agency and the State of Texas for the full cost of repair, reconstruction, or replacement of the lost, destroyed, or damaged property.
- B. Grantee shall notify System Agency of the loss, destruction, or damage of equipment or property within one (1) business day. Grantee shall reimburse System Agency and the State of Texas for such property damage within ten (10) calendar days after Grantee's receipt of System Agency's notice of amount due.

7.3 PROPERTY RIGHTS UPON TERMINATION OR EXPIRATION OF CONTRACT

In the event the Grant Agreement is terminated for any reason or expires, State Property remains the property of the System Agency and must be returned to the System Agency by the earlier of the end date of the Grant Agreement or upon System Agency's request.

7.4 EQUIPMENT AND PROPERTY

- A. The Grantee must ensure equipment with a per-unit cost of \$5,000 or greater purchased with grant funds under this award is used solely for the purpose of this Grant or is properly pro-rated for use under this Grant. Grantee must have control systems to prevent loss, damage, or theft of property funded under this Grant. Grantee shall maintain equipment management and inventory procedures for equipment, whether acquired in part or whole with grant funds, until disposition occurs.
- B. When equipment acquired by Grantee under this Grant Agreement is no longer needed for the original project or for other activities currently supported by System Agency, the Grantee must properly dispose of the equipment pursuant to 2 CFR and/or TxGMS, as applicable. Upon termination of this Grant Agreement, use and disposal of equipment by the Grantee shall conform with TxGMS requirements.
- C. Grantee shall initiate the purchase of all equipment approved in writing by the System Agency in accordance with the schedule approved by System Agency, as applicable.

Failure to timely initiate the purchase of equipment may result in the loss of availability of funds for the purchase of equipment. Requests to purchase previously approved equipment after the first quarter in the Grant Agreement must be submitted to the assigned System Agency contract manager.

- D. Controlled Assets include firearms, regardless of the acquisition cost, and the following assets with an acquisition cost of \$500 or more, but less than \$5,000: desktop and laptop computers (including notebooks, tablets and similar devices), non-portable printers and copiers, emergency management equipment, communication devices and systems, medical and laboratory equipment, and media equipment. Controlled Assets are considered supplies.
- E. System Agency funds must not be used to purchase buildings or real property without prior written approval from System Agency. Any costs related to the initial acquisition of the buildings or real property are not allowable without written pre-approval.

ARTICLE VIII. RECORD RETENTION, AUDIT, AND CONFIDENTIALITY

8.1 RECORD MAINTENANCE AND RETENTION

- A. 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 Grant Agreement and all state and federal rules, regulations, and statutes.
- B. Grantee shall maintain and retain legible copies of this Grant Agreement and all records relating to the performance of the Grant Agreement, including supporting fiscal documents adequate to ensure that claims for grant funds are in accordance with applicable State of Texas requirements. These records shall be maintained and retained by the Grantee for a minimum of seven (7) years after the Grant Agreement expiration date or seven (7) years after all audits, claims, litigation or disputes involving the Grant Agreement are resolved, whichever is later.

8.2 AGENCY'S RIGHT TO AUDIT

- A. Grantee shall make available at reasonable times and upon reasonable notice, and for reasonable periods, work papers, reports, books, records, supporting documents kept current by Grantee pertaining to the Grant Agreement for purposes of inspecting, monitoring, auditing, or evaluating by System Agency and the State of Texas.
- B. 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 Grant Agreement. If the Grant Agreement 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, HHS'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.

- C. 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 Grant Agreement.
- D. 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.
- E. Grantee shall include this provision concerning the right of access to, and examination of, sites and information related to this Grant Agreement in any Subcontract it awards.

8.3 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 Grant Agreement 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 HHS 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 Grant Agreement.

8.4 STATE AUDITOR'S RIGHT TO AUDIT

The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the Grant Agreement or indirectly through a subcontract under the Grant Agreement. The acceptance of funds directly under the Grant Agreement or indirectly through a subcontract under the Grant Agreement 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.

8.5 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 Grant Agreement. This requirement must be included in all subcontracts awarded by Grantee.

ARTICLE IX. GRANT REMEDIES, TERMINATION AND PROHIBITED ACTIVITIES

9.1 REMEDIES

- A. To ensure Grantee's full performance of the Grant Agreement and compliance with applicable law, 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 the following:
- i. temporarily withholding cash disbursements or reimbursements pending correction of the deficiency;
 - ii. disallowing or denying use of funds for the activity or action deemed not to be in compliance;
 - iii. disallowing claims for reimbursement that may require a partial or whole return of previous payments or reimbursements;
 - iv. suspending all or part of the Grant Agreement;
 - v. requiring the Grantee to take specific actions in order to remain in compliance with the Grant Agreement;
 - vi. recouping payments made by the System Agency to the Grantee found to be in error;
 - vii. suspending, limiting, or placing conditions on the Grantee's continued performance of the Project;
 - viii. prohibiting the Grantee from receiving additional funds for other grant programs administered by the System Agency until satisfactory compliance resolution is obtained;
 - ix. withholding release of new grant agreements; and
 - x. imposing any other remedies, sanctions or penalties authorized under this Grant Agreement or permitted by federal or state statute, law, regulation or rule.
- B. Unless expressly authorized by System Agency, Grantee may not be entitled to reimbursement for expenses incurred while the Grant Agreement is suspended.
- C. No action taken by System Agency in exercising remedies or imposing sanctions will constitute or operate as a waiver of any other rights or remedies available to System Agency under the Grant Agreement or pursuant to law. Additionally, no action taken by System Agency in exercising remedies or imposing sanctions will constitute or operate as an acceptance, waiver, or cure of Grantee's breach. Unless expressly authorized by System Agency, Grantee may not be entitled to reimbursement for expenses incurred while the Grant Agreement is suspended or after termination.

9.2 TERMINATION FOR CONVENIENCE

The System Agency may terminate the Grant Agreement, in whole or in part, 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 the System Agency's notice of termination.

9.3 TERMINATION FOR CAUSE

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

i. Material Breach

The System Agency may terminate the Grant Agreement, in whole or in part, if the System Agency determines, in its sole discretion, that Grantee has materially breached the Grant Agreement or has failed to adhere to any laws, ordinances, rules, regulations or orders of any public authority having jurisdiction, whether or not such violation prevents or substantially impairs performance of Grantee's duties under the Grant Agreement. Grantee's misrepresentation in any aspect including, but not limited to, of Grantee's Solicitation Application, if any, or Grantee's addition to the SAM exclusion list (identification in SAM as an excluded entity) may also constitute a material breach of the Grant Agreement.

ii. Failure to Maintain Financial Viability

The System Agency may terminate the Grant Agreement if the System Agency, in its sole discretion, determines that Grantee no longer maintains the financial viability required to complete the services and deliverables, or otherwise fully perform its responsibilities under the Grant Agreement.

- B. System Agency will specify the effective date of such termination in the notice to Grantee. If no effective date is specified, the Grant Agreement will terminate on the date of the notification.

9.4 GRANTEE RESPONSIBILITY FOR SYSTEM AGENCY'S TERMINATION COSTS

If the System Agency terminates the Grant Agreement for cause, the Grantee shall be responsible to the System Agency for all costs incurred by the System Agency and the State of Texas to replace the Grantee. These costs include, but are not limited to, the costs of procuring a substitute grantee and the cost of any claim or litigation attributable to Grantee's failure to perform any work in accordance with the terms of the Grant Agreement.

9.5 INHERENTLY RELIGIOUS ACTIVITIES

Grantee may not use grant funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. Grantees may engage in inherently religious activities; however, these activities must be separate in time or location from the grant-funded program. Moreover, grantees must not compel program beneficiaries to participate in inherently religious activities. These requirements apply to all grantees, not just faith-based organizations.

9.6 POLITICAL ACTIVITIES

Grant funds cannot be used for the following activities:

- A. Grantees and their relevant sub-grantees or subcontractors are prohibited from using grant funds directly or indirectly for political purposes, including lobbying, advocating for legislation, campaigning for, endorsing, contributing to, or otherwise supporting political candidates or parties, and voter registration campaigns. Grantees may use private, or non-System Agency money or contributions for political purposes but may not charge to, or be reimbursed from, System Agency contracts or grants for the costs of such activities.
- B. Grant-funded employees may not use official authority or influence to achieve any political purpose and grant funds cannot be used for the salary, benefits, or any other compensation of an elected official.

- C. Grant funds may not be used to employ, in any capacity, a person who is required by Chapter 305 of the Texas Government Code to register as a lobbyist. Additionally, grant funds cannot be used to pay membership dues to an organization that partially or wholly pays the salary of a person who is required by Chapter 305 of the Texas Government Code to register as a lobbyist.
- D. As applicable, Grantee will comply with 31 USC § 1352, relating to the limitation on use of appropriated funds to influence certain Federal contracting and financial transactions.

ARTICLE X. INDEMNITY

10.1 GENERAL 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, ATTORNEYS' 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 GRANT AGREEMENT AND ANY PURCHASE ORDERS ISSUED UNDER THE GRANT AGREEMENT.**
- B. THIS PARAGRAPH IS NOT INTENDED TO AND WILL 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 NEGLIGENT 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 Grant Agreement.**

10.2 INTELLECTUAL PROPERTY

GRANTEE SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE SYSTEM AGENCY AND THE STATE OF TEXAS FROM AND AGAINST ANY AND ALL CLAIMS, VIOLATIONS, MISAPPROPRIATIONS, OR INFRINGEMENT OF ANY PATENT, TRADEMARK, COPYRIGHT, TRADE SECRET, OR OTHER INTELLECTUAL PROPERTY RIGHTS AND/OR OTHER INTANGIBLE PROPERTY, PUBLICITY OR PRIVACY RIGHTS, AND/OR IN CONNECTION WITH OR ARISING FROM:

- i. THE PERFORMANCE OR ACTIONS OF GRANTEE PURSUANT TO THIS GRANT AGREEMENT;**
- ii. ANY DELIVERABLE, WORK PRODUCT, CONFIGURED SERVICE OR OTHER SERVICE PROVIDED HEREUNDER; AND/OR**
- iii. SYSTEM AGENCY'S AND/OR GRANTEE'S USE OF OR ACQUISITION OF ANY REQUESTED SERVICES OR OTHER ITEMS PROVIDED TO SYSTEM AGENCY BY GRANTEE OR OTHERWISE TO WHICH SYSTEM**

AGENCY HAS ACCESS AS A RESULT OF GRANTEE'S PERFORMANCE UNDER THE GRANT AGREEMENT.

10.3 ADDITIONAL INDEMNITY PROVISIONS

- A. GRANTEE AND SYSTEM AGENCY AGREE TO FURNISH TIMELY WRITTEN NOTICE TO EACH OTHER OF ANY INDEMNITY CLAIM. GRANTEE SHALL BE LIABLE TO PAY ALL COSTS OF DEFENSE, INCLUDING ATTORNEYS' FEES.**
- B. THE DEFENSE SHALL BE COORDINATED BY THE 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.**
- C. GRANTEE SHALL REIMBURSE SYSTEM AGENCY AND THE STATE OF TEXAS FOR ANY CLAIMS, DAMAGES, COSTS, EXPENSES OR OTHER AMOUNTS, INCLUDING, BUT NOT LIMITED TO, ATTORNEYS' FEES AND COURT COSTS, ARISING FROM ANY SUCH CLAIM. IF THE SYSTEM AGENCY DETERMINES THAT A CONFLICT EXISTS BETWEEN ITS INTERESTS AND THOSE OF GRANTEE OR IF SYSTEM AGENCY IS REQUIRED BY APPLICABLE LAW TO SELECT SEPARATE COUNSEL, SYSTEM AGENCY WILL BE PERMITTED TO SELECT SEPARATE COUNSEL AND GRANTEE SHALL PAY ALL REASONABLE COSTS OF SYSTEM AGENCY'S COUNSEL.**

ARTICLE XI. GENERAL PROVISIONS

11.1 AMENDMENTS

Except as otherwise expressly provided, the Grant Agreement may only be amended by a written Amendment executed by both Parties.

11.2 NO QUANTITY GUARANTEES

The System Agency makes no guarantee of volume or usage of work under this Grant Agreement. All work requested may be on an irregular and as needed basis throughout the Grant Agreement term.

11.3 CHILD ABUSE REPORTING REQUIREMENTS

- A. Grantees shall comply with child abuse and neglect reporting requirements in Texas Family Code Chapter 261. This section is in addition to and does not supersede any other legal obligation of the Grantee to report child abuse.**
- B. Grantee shall use the Texas Abuse Hotline Website located at <https://www.txabusehotline.org/Login/Default.aspx> as required by the System Agency. Grantee shall retain reporting documentation on site and make it available for inspection by the System Agency.**

11.4 CERTIFICATION OF MEETING OR EXCEEDING TOBACCO-FREE WORKPLACE POLICY MINIMUM STANDARDS

- A. Grantee certifies that it has adopted and enforces a Tobacco-Free Workplace Policy that meets or exceeds all of the following minimum standards of:
- i. Prohibiting the use of all forms of tobacco products, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff and chewing tobacco;
 - ii. Designating the property to which this Policy applies as a "designated area," which must at least comprise all buildings and structures where activities funded under this Grant Agreement are taking place, as well as Grantee owned, leased, or controlled sidewalks, parking lots, walkways, and attached parking structures immediately adjacent to this designated area;
 - iii. Applying to all employees and visitors in this designated area; and
 - iv. Providing for or referring its employees to tobacco use cessation services.
- B. If Grantee cannot meet these minimum standards, it must obtain a waiver from the System Agency.

11.5 INSURANCE AND BONDS

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. In addition, if required by System Agency, Grantee must obtain and have on file a blanket fidelity bond that indemnifies System Agency against the loss or theft of any grant funds, including applicable matching funds. The fidelity bond must cover the entirety of the grant term and any subsequent renewals. The failure of Grantee to comply with these requirements may subject Grantee to remedial or corrective actions detailed in section 10.1, General Indemnity, above.

These and all other insurance requirements under the Grant apply to both Grantee and its Subcontractors, if any. Grantee is responsible for ensuring its Subcontractors' compliance with all requirements.

11.6 LIMITATION ON AUTHORITY

- A. Grantee shall not have any authority to act for or on behalf of the System Agency or the State of Texas except as expressly provided for in the Grant Agreement; no other authority, power, or use is granted or implied. Grantee may not incur any debt,

obligation, expense, or liability of any kind on behalf of System Agency or the State of Texas.

- B. Grantee may not rely upon implied authority and is not granted authority under the Grant Agreement to:
- i. Make public policy on behalf of the System Agency;
 - ii. Promulgate, amend, or disregard administrative regulations or program policy decisions made by State and federal agencies responsible for administration of a System Agency program; or
 - iii. Unilaterally communicate or negotiate with any federal or state agency or the Texas Legislature on behalf of the System Agency regarding System Agency programs or the Grant Agreement. However, upon System Agency request and with reasonable notice from System Agency to the Grantee, the Grantee shall assist the System Agency in communications and negotiations regarding the Work under the Grant Agreement with state and federal governments.

11.7 CHANGE IN LAWS AND COMPLIANCE WITH LAWS

Grantee shall comply with all laws, regulations, requirements and guidelines applicable to a Grantee providing services and products required by the Grant Agreement to the State of Texas, as these laws, regulations, requirements and guidelines currently exist and as amended throughout the term of the Grant Agreement. Notwithstanding Section 11.1, Amendments, above, System Agency reserves the right, in its sole discretion, to unilaterally amend the Grant Agreement to incorporate any modifications necessary for System Agency's compliance, as an agency of the State of Texas, with all applicable state and federal laws, regulations, requirements and guidelines.

11.8 SUBCONTRACTORS

Grantee may not subcontract any or all of the Work and/or obligations under the Grant Agreement without prior written approval of the System Agency. Subcontracts, if any, entered into by the Grantee shall be in writing and be subject to the requirements of the Grant Agreement. Should Grantee subcontract any of the services required in the Grant Agreement, Grantee expressly understands and acknowledges 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 Grant Agreement.

11.9 PERMITTING AND LICENSURE

At Grantee's sole expense, Grantee shall procure and maintain for the duration of this Grant Agreement 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 Grant Agreement. 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 Grant Agreement.

11.10 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 Grant Agreement. Neither Grantee nor System Agency is an agent of the other and neither may make any commitments on the other party's behalf. The Grantee is not a "governmental body" solely by virtue of this Grant Agreement or receipt of grant funds under this Grant Agreement. 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 Grant Agreement shall not create any joint venture, partnership, agency, or employment relationship between Grantee and System Agency.

11.11 GOVERNING LAW AND VENUE

The Grant Agreement 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 Grant Agreement 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.

11.12 SEVERABILITY

If any provision contained in this Grant Agreement is held to be unenforceable by a court of law or equity, such construction will not affect the legality, validity, or enforceability of any other provision or provisions of this Grant Agreement. It is the intent and agreement of the Parties this Grant Agreement shall be deemed amended by modifying such provision to the extent necessary to render it valid, legal and enforceable while preserving its intent or, if such modification is not possible, by substituting another provision that is valid, legal and enforceable and that achieves the same objective. All other provisions of this Grant Agreement will continue in full force and effect.

11.13 SURVIVABILITY

Expiration or termination of the Grant Agreement for any reason does not release Grantee from any liability or obligation set forth in the Grant Agreement 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 Grant Agreement, including without limitation the provisions regarding return of grant funds, audit requirements, records retention, public information, warranty, indemnification, confidentiality, and rights and remedies upon termination.

11.14 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 Grant Agreement 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.

11.15 NO IMPLIED 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 Grant Agreement shall not be construed as a waiver of the violation or breach, or of any future violation or breach.

11.16 FUNDING DISCLAIMERS AND LABELING

- A. Grantee shall not use System Agency's name or refer to System Agency directly or indirectly in any media appearance, public service announcement, or disclosure relating to this Grant Agreement including any promotional material without first obtaining written consent from System Agency. The foregoing prohibition includes, without limitation, the placement of banners, pop-up ads, or other advertisements promoting Grantee'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 Grantee. This does not limit the Grantee's responsibility to comply with obligations related to the Texas Public Information Act or Texas Open Meetings Act.
- B. In general, no publication (including websites, reports, projects, etc.) may convey System Agency's recognition or endorsement of the Grantee's project without prior written approval from System Agency. Publications funded in part or wholly by HHS grant funding must include a statement that "HHS and neither any of its components operate, control, are responsible for, or necessarily endorse, this publication (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)" at HHS's request.

11.17 MEDIA RELEASES

- A. Grantee shall not use System Agency's name, logo, or other likeness in any press release, marketing material or other announcement without System Agency's prior written approval. System Agency does not endorse any vendor, commodity, or service. Grantee is not authorized to make or participate in any media releases or public announcements pertaining to this Grant Agreement or the Services to which they relate without System Agency's prior written consent, and then only in accordance with explicit written instruction from System Agency.
- B. Grantee may publish, at its sole expense, results of Grantee performance under the Grant Agreement 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.

11.18 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.

11.19 SOVEREIGN IMMUNITY

Nothing in the Grant Agreement will be construed as a waiver of the System Agency's or the State's sovereign immunity. This Grant Agreement 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 Grant Agreement 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 Grant Agreement or by its conduct prior to or subsequent to entering into the Grant Agreement.

11.20 ENTIRE CONTRACT AND MODIFICATION

The Grant Agreement 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 Grant Agreement will be harmonized with this Grant Agreement to the extent possible.

11.21 COUNTERPARTS

This Grant Agreement 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 Grant Agreement.

11.22 PROPER AUTHORITY

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

11.23 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:

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

11.24 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 Grant Agreement.
- 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: <https://hhs.texas.gov/about-hhs/your-rights/civil-rights-office/civil-rights-posters>.
 - 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 complaints of discrimination received relating to its performance under this Grant Agreement. 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
 - Fax: (512) 438-5885
 - Email: HHSCivilRightsOffice@hhsc.state.tx.us.

11.25 ENTERPRISE INFORMATION MANAGEMENT STANDARDS

Grantee shall conform to HHS standards for data management as described by the policies of the HHS Office of Data, Analytics, and Performance. These include, but are not limited to, standards for documentation and communication of data models, metadata, and other data definition methods that are required by HHS for ongoing data governance, strategic portfolio analysis, interoperability planning, and valuation of HHS System data assets.

11.26 DISCLOSURE OF LITIGATION

- A. The Grantee must disclose in writing to the contract manager assigned to this Grant Agreement any material civil or criminal litigation or indictment either threatened or

pending involving the Grantee. “Threatened litigation” as used herein shall include governmental investigations and civil investigative demands. “Litigation” as used herein shall include administrative enforcement actions brought by governmental agencies. The Grantee must also disclose any material litigation threatened or pending involving Subcontractors, consultants, and/or lobbyists. For purposes of this section, “material” refers, but is not limited, to any action or pending action that a reasonable person knowledgeable in the applicable industry would consider relevant to the Work under the Grant Agreement or any development such a person would want to be aware of in order to stay fully apprised of the total mix of information relevant to the Work, together with any litigation threatened or pending that may result in a substantial change in the Grantee’s financial condition.

- B. This is a continuing disclosure requirement; any litigation commencing after Grant Agreement Award must be disclosed in a written statement to the assigned contract manager within seven calendar days of its occurrence.

11.27 NO THIRD PARTY BENEFICIARIES

The Grant Agreement is made solely and specifically among and for the benefit of the Parties named herein and their respective successors and assigns, and no other person shall have any right, interest, or claims hereunder or be entitled to any benefits pursuant to or on account of the Grant Agreement as a third-party beneficiary or otherwise.

11.28 BINDING EFFECT

The Grant Agreement shall inure to the benefit of, be binding upon, and be enforceable against each Party and their respective permitted successors, assigns, transferees, and delegates.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

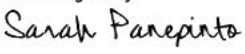
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>DocuSigned by:  E7A33C1AF385482...</p>	<p>TITLE</p> <p>Senior Director</p>
<p>APPLICANT ORGANIZATION</p> <p>University of Texas at Arlington</p>	<p>DATE SUBMITTED</p> <p>September 1, 2023</p>

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

University of Texas at Arlington

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: * First Name: Sarah Middle Name:

* Last Name: Panepinto Suffix:

* Title: Senior Director

* SIGNATURE:

DocuSigned by:
Sarah Panepinto
E7A33C1AF385482...

* DATE: September 1, 2023