



Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Flex Grants

Notice of Award
FAIN# H79FG000797
Federal Award Date
09-28-2022

Recipient Information

1. Recipient Name

SCHAUMBURG, VILLAGE OF
101 SCHAUMBURG CT

SCHAUMBURG, 60193

2. Congressional District of Recipient

08

3. Payment System Identifier (ID)

1362491861A1

4. Employer Identification Number (EIN)

362491861

5. Data Universal Numbering System (DUNS)

094758299

6. Recipient's Unique Entity Identifier

DH35E8UQTG79

7. Project Director or Principal Investigator

Kristin H Jordan , AB

kjordan@schaumburg.com
847-348-7395

8. Authorized Official

Kristin Jordan
kjordan@schaumburg.com
630-363-0393

Federal Agency Information

9. Awarding Agency Contact Information

Lesley Schrier

Center for Flex Grants
lesley.schrier@samhsa.hhs.gov
240-276-0566

10. Program Official Contact Information

Kent Forde

Center for Flex Grants
kent.forde@samhsa.hhs.gov
240-276-2096

Federal Award Information

11. Award Number

1H79FG000797-01

12. Unique Federal Award Identification Number (FAIN)

H79FG000797

13. Statutory Authority

Consolidated Appropriation Act, 2022 [P.L. 117-103]

14. Federal Award Project Title

Mobile Mental Health Crisis Unit

15. Assistance Listing Number

93.493

16. Assistance Listing Program Title

Community Funded Projects

17. Award Action Type

New Competing

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 09-30-2022 – End Date 09-29-2023

20. Total Amount of Federal Funds Obligated by this Action \$340,000

20a. Direct Cost Amount \$340,000

20b. Indirect Cost Amount \$0

21. Authorized Carryover

22. Offset

23. Total Amount of Federal Funds Obligated this budget period \$340,000

24. Total Approved Cost Sharing or Matching, where applicable \$0

25. Total Federal and Non-Federal Approved this Budget Period \$340,000

26. Project Period Start Date 09-30-2022 – End Date 09-29-2023

27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period \$340,000

28. Authorized Treatment of Program Income

Additional Costs

29. Grants Management Officer - Signature

Eileen Bermudez

30. Remarks

Acceptance of this award, including the "Terms and Conditions," is acknowledged by the recipient when funds are drawn down or otherwise requested from the grant payment system.



Notice of Award

FY 2022 Congressional Directive Spending Projects
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Issue Date: 09-28-2022

Center for Flex Grants

Award Number: 1H79FG000797-01

FAIN: H79FG000797

Program Director: Kristin H Jordan AB

Project Title: Mobile Mental Health Crisis Unit

Organization Name: SCHAUMBURG, VILLAGE OF

Authorized Official: Kristin Jordan

Authorized Official e-mail address: kjordan@schaumburg.com

Budget Period: 09-30-2022 – 09-29-2023

Project Period: 09-30-2022 – 09-29-2023

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$340,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to SCHAUMBURG, VILLAGE OF in support of the above referenced project. This award is pursuant to the authority of Consolidated Appropriation Act, 2022 [P.L. 117-103] and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Eileen Bermudez
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 1H79FG000797-01**Award Calculation (U.S. Dollars)**

Personnel(non-research)	\$92,000
Fringe Benefits	\$32,908
Equipment	\$140,000
Supplies	\$6,550
Other	\$68,542

Direct Cost	\$340,000
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Approved Budget	\$340,000
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Federal Share	\$340,000
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Cumulative Prior Awards for this Budget Period	\$0
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AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$340,000
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SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$340,000

Note: Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number:	93.493
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EIN:	1362491861A1
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Document Number:	22FG00797E
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Fiscal Year:	2022
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IC	CAN	Amount
FG	C96CF01	\$340,000

IC	CAN	2022
FG	C96CF01	\$340,000

FG Administrative Data:

PCC: CDS-CMHS / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79FG000797-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 1H79FG000797-01

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:

Use of program income – Additive: Recipients will add program income to funds committed to the project to further eligible project objectives. Sub-recipients that are for-profit commercial organizations under the same award must use the deductive alternative and reduce their subaward by the amount of program income earned.

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – FG SPECIAL TERMS AND CONDITIONS – 1H79FG000797-01

REMARKS

CDS Remark

USE OF SAMHSA FUNDS:

SAMHSA's mission is to reduce the impact of substance use and mental illness on America's communities. SAMHSA works in partnership with states, communities, and private organizations to advance mental and substance use disorder prevention, treatment, and recovery services to improve individual, community, and public health. Funds approved for this award must be used in support of the SAMHSA mission.

1. This Notice of Award (NoA) is issued to inform your organization that the application submitted through the funding opportunity **FY2022 Congressional Directive Spending Projects Notice of Funding Announcement FG-22-099** has been selected for funding. Services and activities are to commence on **September 30, 2022.**

1a) This award reflects conditional approval of the revised budget submitted **July 22, 2022,** by your organization. This award also reflects conditional acceptance of the responses

received in eRA two-way correspondence on **July 22, 2022**.

2. Recipients are expected to plan their work to ensure that funds are expended within the 12-month budget and project period reflected on this Notice of Award.

3. All responses to award terms and conditions must be submitted as .pdf documents in eRA Commons. For more information on how to respond to tracked terms and conditions or how to submit a post award amendment request please refer to <https://www.samhsa.gov/grants/grants-training-materials> under heading Grant Management Reference Materials for Grantees.

4. All Post-Award Amendments must be submitted in eRA Commons for prior approval. Please refer to the SAMHSA website for specific SAMHSA guidance on how to submit a post-award amendment in eRA Commons: <https://www.samhsa.gov/grants/grants-management/post-award-amendments> Prior approval is required for, but is not limited to: a change in key personnel and level of effort, a budget revision, a change in scope, and a no cost extension. Reference the full prior approval term on the SAMHSA website under Standard Terms and Conditions at: <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>. Technical questions regarding the submission of a post-award amendment in eRA Commons should be directed to the eRA Service Desk: <http://grants.nih.gov/support/>

5. Register Program Director/Project Director (PD) in eRA Commons:

If you have not already done so, you must register the PD in eRA Commons to assign a Commons ID. Once the PD has received their Commons ID, please send this information to your Grants Management Specialist. You can find additional information about the eRA Commons registration process at https://era.nih.gov/reg_accounts/register_commons.cfm.

6. Key Personnel Key personnel (or key personnel positions, if staff has not been selected) are listed below:

Kristin Jordan, Project Director @ .15% level of effort (in-kind)

If the Project Director identified on the NoA is incorrect, submit a post award amendment for a change in key personnel via eRA Commons.

Organizations receiving Federal Funds may not exceed 100% level of effort for any program staff member (Key Personnel or otherwise) across all federally funded sources. Any changes to key personnel including level of effort involving separation from the project for more than three months or a 25 percent reduction in time dedicated to the project requires prior approval and must be submitted as a post-award amendment in eRA Commons.

Note: If an organization is awarded a grant and chooses to move forward with hiring an individual for a Key Personnel position before receiving SAMHSA's formal approval, this will be done at the organization's own risk. If SAMHSA's review of the Key Personnel request results in the proposed individual not being approved or deemed not qualified for the position, the expectation is that the organization must submit a qualified candidate to be placed in the Key Personnel position. SAMHSA will not be liable for any costs incurred or pay for salaries of a Key Personnel that is not approved or deemed not qualified on this grant program.

For additional information on how to submit a post-award amendment, please visit the SAMHSA website: <https://www.samhsa.gov/grants/grants-management/post-award-changes>. Any technical questions regarding the submission process should be directed to the eRA Service Desk: <http://grants.nih.gov/support/>.

CDS Project Remarks

1. **Allowable, allocable, reasonable, and necessary costs** - Award recipients are responsible for ensuring that costs allocated to the grant award are reasonable and allowable in accordance with the Notice of Funding Opportunity and all applicable Policies & Regulations. Recipients must exercise proper stewardship over Federal funds and ensure that costs charged to awards are allowable, allocable, reasonable, and necessary for the performance of the Federal award, adequately documented, and consistently applied regardless of the source of funds according to reasonable costs consideration per 2 CFR 200.404 and the factors affecting allowability of costs per 2 CFR 200.403.
2. **Flow down of requirements to sub-recipients** - The recipient, as the awardee organization, is legally and financially responsible for all aspects of this award including funds provided to sub-recipients, in accordance with 45 CFR § 75.351 – 75.352, Sub-recipient and contractor determinations.
3. **Non-supplant** - Federal award funds must supplement, not replace (supplant) nonfederal funds. All recipients who receive awards under programs that prohibit supplanting by law must ensure that federal funds do not supplant funds that have been budgeted for the same purpose through non-federal sources. Applicants or award recipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt of expected receipt of federal funds.
4. **Client Assistance** - Client Assistance costs should be considered as a temporary solution to address a specific need that advances mental and substance use disorder prevention, treatment, and recovery services.
5. **Meals (food not allowable)** are generally unallowable unless they are an integral part of a conference grant or specifically stated as an allowable expense in the NOFO.
6. **Entertainment** (45 CFR §75.438) - Costs of entertainment, including amusement,

diversion, and social activities and any associated costs are unallowable, except where specific costs that might otherwise be considered entertainment have a programmatic purpose and are authorized either in the approved budget for the Federal award or with SAMHSA's prior written approval.

7. **Promotional Materials** (45 CFR §75.421(e)(3)) - Appropriated funds shall not be used to pay for promotional items and memorabilia including, but not limited to, gifts, souvenirs, clothing, and commemorative items such as pens, mugs/cups, folders/folios, lanyards, and conference bags.
8. **Stipends** or payments made to individuals are generally unallowable unless they are permitted by a program's statute authorizing or implementing regulations or they are payments made to individuals under a Traineeship, Fellowship, and Similar Award Made to Organizations on Behalf of Individuals.
9. **Indirect Charges** - Indirect costs or General, Facilities, and Administration costs are those expenses incurred for common or joint objectives which cannot be readily identified with an individual project or program but are necessary for the operations of the organization. Costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both.
10. **Award Payments** - Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). First time PMS users must obtain access to view available funds, request funds, or submit reports. Users will need to request permission and be approved by PSC. Inquiries regarding payments should be directed to PMS by emailing the helpdesk at PMSSupport@psc.hhs.gov or call 1-877-614-553. You should also visit the PSC website for more information about their services - <https://pms.psc.gov/>
11. **Special Terms & Conditions of Award** – There may be special terms and conditions associated with your grant award. Recipients must address all special terms and conditions by the reflected due date. See the Special Terms of Award and Special Conditions of Award sections below for the specific terms and conditions associated with your grant award. A recipient's failure to comply with the terms and conditions of award, may cause SAMHSA to take one or more actions, depending on the severity and duration of the non-compliance. SAMHSA will undertake any such action in accordance with applicable statutes, regulations, and policies

SPECIAL TERMS

CDS Risk Assessment

The Office of Financial Advisory Services (OFAS), SAMHSA may perform an administrative

review of your organization's financial management systems, policies, procedures and records. If the review discloses material weaknesses or other financial management concerns, grant funding may be restricted in accordance with 45 CFR 75/2 CFR 200, as applicable. The restriction will affect your organization's ability to withdraw funds from the Payment Management System account, until the concerns are addressed.

CDS Funding Limitations and Restrictions

Award recipients are responsible for ensuring that costs allocated to the grant award are reasonable and allowable in accordance with the Notice of Funding Opportunity and all applicable Policies & Regulations. The Cost Principles that delineate the allowable and unallowable expenditures for HHS recipients are described in the [Code of Federal Regulations](#). Funding Limitations and Restrictions are listed in the Notice of Funding Opportunity and in the SAMHSA grantee guidelines on Financial Management Requirements.

SPECIAL CONDITIONS

CDS Participant Protection

By **October 30, 2022**, submit via eRA Commons.

By October 30, 2022, please provide a response to the following Confidentiality and Participant Protection concerns identified during the application review process:

The reviewer noted that the applicant organization's plans for ensuring confidentiality and SAMHSA participant protection and expressed concern that the applicant organization not only does not address the Confidentiality and SAMHSA Participant Protection elements, but it does not offer any explanation for the omission.

The response needs to be uploaded via eRA Commons (more information can be found at <https://www.samhsa.gov/grants/grants-training-materials> 'Notice of Award: How to Respond to Terms and Conditions Training'). Please also email, with the grant number in the Subject line, the response to your assigned Government Project Officer and SAMHSA Participant Protection Officer, Michelle Bechard (michelle.bechard@samhsa.hhs.gov).

All grant funds are available for this project except for those funds directly related to Participant Protection issues as outlined in the FOA. Currently, only activities that do not directly involve Participant Protection issues (i.e., are clearly severable and independent from those activities that do involve Participant Protection issues) may be conducted under this award. This restriction of funds will only be lifted if the Participant Protection issue noted above is appropriately addressed by you as the grantee and resolved to the satisfaction of your designated Government Project Officer and Participant Protection Officer.

All responses to award terms and conditions must be submitted as .pdf documents in eRA Commons. For more information on how to respond to tracked terms and conditions please refer to <https://www.samhsa.gov/grants/grants-training-materials> under heading **How to Respond to Terms and Conditions**.

STANDARD TERMS AND CONDITIONS

CDS Closeout Requirements - Discretionary Grants

CLOSEOUT

Recipients must complete all actions required for closeout to include:

- o Liquidate all obligations incurred under the award. All payment requests must be submitted before the end of the one hundred-twenty (120) days post-award reconciliation/liquidation period.
- o Reconcile financial expenditures to the reported total disbursements and charges in PMS.
- o Return any funds due to PMS as a result of refunds, corrections, or audits. Refer the following link for additional guidance <https://pms.psc.gov/grant-recipients/returning-funds-interest.html>

Recipients must close the award in accordance with 2 CFR 200.344 Closeout and the terms and conditions listed in the grant notice of award. Recipients must liquidate all obligations incurred under an award not later than one hundred-twenty (120) days after the end of awards obligation and project period. After one hundred-twenty (120) days, PMS account is automatically - locked. SAMHSA does not approve payment requests after one hundred-twenty (120) days post-award reconciliation/liquidation period. Therefore, recipients are expected to complete all expenditure requests within the approved project period and the aforementioned 120-day post-award reconciliation/liquidation period. Recipients' late withdrawal requests occurring after the aforementioned periods will be denied. Final reports are due to SAMHSA no later than 120 days after the end of the project period. Final reports include:

- o Submit via PMS the Final Federal Financial Report (Final FFR, SF-425) (PDF | 1.2 MB).
- o Submit in eRA Commons the Final Progress Report (FPR) or other reports required by the terms and conditions of the award.
- o Submit in eRA Commons a Tangible Personal Property Report (TPPR SF-428, SF428B & if needed additional forms from SF428 series) to certify no acquisition of property or acquisition of property. Account the property acquired with federal funds and indicate on the form that you the disposition and handling of the property going forward.

Failure to complete the closeout actions in 120 days after the project period end may result in a unilateral closeout of the grant by SAMHSA. This may affect future funding of federal programs and result in the reimbursement of funding to SAMHSA. If the recipient does not submit all reports satisfactorily in accordance with 2 CFR 200.344 SAMHSA will report the recipient's material failure to comply with the terms and conditions of the award with the OMB-designated integrity and performance system (currently FAPIIS). Federal awarding agencies may also pursue other enforcement actions per 2 CFR 200.339. Refer to the following SAMHSA for Closeout Standard Terms and Conditions <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>. Additional information on closeout is available at <https://www.samhsa.gov/grants/grants-management/grant-closeout>.

CDS Standard Terms for Awards

Your organization must comply with the Standard Terms and Conditions for the Fiscal Year in which your grant was awarded. The Fiscal Year for your award is identified on Page 3 of your Notice of Award. SAMHSA's Terms and Conditions Webpage is located at: <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>.

Accepting a grant award or cooperative agreement requires the recipient organization to comply with the terms and conditions of the NoA, as well as all applicable Federal Policies and Regulations. This award is governed by the Uniform Guidance [2 Code of Federal Regulations \(CFR\) § 200](#) as codified by HHS at [45 CFR § 75](#); Department of Health and Human Services (HHS) [Grants Policy Statement](#); SAMHSA [Additional Directives](#); and the [Standard Terms and Conditions](#) for the fiscal year in which the grant was awarded.

Reasonable Costs for consideration

Recipients must exercise proper stewardship over Federal funds and ensure that costs charged to awards are allowable, allocable, reasonable, necessary, and consistently applied regardless of the source of funds according to Reasonable Costs consideration per 2 CFR 200.404 and the Factors affecting allowability of costs per 2 CFR 200.403. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.

Consistent Treatment of Costs

Recipients must treat costs consistently across all federal and non-federal grants, projects and cost centers. Recipients may not direct-charge federal grants for costs typically considered indirect in nature, unless done consistently. If part of the indirect cost rate, then it may not also be charged as a direct cost. *Examples of indirect costs include (administrative salaries, rent, accounting fees, utilities, office supplies, etc.).* If typical indirect cost categories are included in the budget as direct costs, it is SAMHSA's understanding that your organization has developed a cost accounting system adequate to justify the direct charges and to avoid an unfair allocation of these costs to the federal government. Also, note that all awards are subject to later review in accordance with the requirements of 45 CFR 75.364, 45 CFR 75.371, 45 CFR 75.386 and 45 CFR Part 75, Subpart F, *Audit Requirements*.

Compliance with Award Terms and Conditions

FAILURE TO COMPLY WITH THE ABOVE STATED TERMS AND CONDITIONS MAY RESULT IN ACTIONS IN ACCORDANCE WITH 45 CFR 75.371, REMEDIES FOR NON-COMPLIANCE AND 45 CFR 75.372 TERMINATION. THIS MAY INCLUDE WITHHOLDING PAYMENT, DISALLOWANCE OF COSTS, SUSPENSION AND DEBARMENT, TERMINATION OF THIS AWARD, OR DENIAL OF FUTURE FUNDING.

eRA Support

- For technical support, contact [eRA Service Desk](#) at 866-504-9552 (Press 6 for SAMHSA Grantees).

Training & Resources - Visit the following pages on our website, <https://www.samhsa.gov>, for more information on implementation, monitoring and reporting on your new grant award:

- [Grants Management](#)
- [Training & Resources for recipients](#)
- [eRA Commons](#)

Staff Contacts:

Kent Forde, Program Official

Phone: 240-276-2096 **Email:** kent.forde@samhsa.hhs.gov

Lesley Schrier, Grants Specialist

Phone: 240-276-0566 **Email:** lesley.schrier@samhsa.hhs.gov