

REQUEST FOR ADDITIONAL APPROPRIATION

Instructions: Complete all information in Parts A and B. Have Director/ Department Head sign and date on appropriate lines in Part C. Forward original to OPM Director, 10th Floor. OPM Director will forward to the Boards. Submit to OPM by the 20th of the month in order to be included on the next Board of Finance and Representatives meeting agendas.

Part A - Account Information

	Grant Year	FY 23-24
Project #	GF3000043	
Revenue #	2800-3300-432102-0000-000	\$127,009
	Dept. Name	Stamford Police Department
	Account Title	Federal Funds- SAMHSA
Expend. #	2800-3300-510101-0000-000	\$96,308
Expend. #	2800-3300-522200-0000-000	\$30,701
	Account Title	Expansion of Community Response Initiative/Salary
	Account Title	Expansion of Community Response Initiative/Fringe
Source:	100% Grant Funded Federal (SAMHSA)	

Request Amount	\$127,009
Previous Year's Expenditure	\$ -
Department Request	_____
Approved by Mayor	_____
Approved by Finance Board	_____
Approved by Board of Reps.	_____
Revised Budget	_____
Balance in Account	_____
Projected Exp. & Enc.	\$ -

Part B - Request Description and Supporting Calculations

The Police Department is a sub-grantee of the Recovery Network of Programs (RNP) prime award from the SAMHSA. Funds will be utilized to place a police officer in the Behavioral Health Unit (BHU) salary and fringe for one year. The award is for a 5 year period, but SAMHSA releases grant funds one year at a time. \$30,000 of the salary line item includes 25% of the salary of the Sergeant in the BHU to cover our required 25% Cost Share as an In-Kind match.

Part C - Approvals

<p><u>Timothy Shaw</u> <small>Timothy Shaw (Oct 26, 2023 18:06 EDT)</small></p> <p>Timothy Shaw, Chief of Police</p>	<p><u>Elda Sinani</u> <small>Elda Sinani (Oct 27, 2023 16:23 EDT)</small></p> <p>Elda Sinani, Director OPM</p>	<p>Oct 27, 2023</p>
<p><u>Louis DeRubeis</u> <small>Louis DeRubeis (Oct 27, 2023 16:26 EDT)</small></p> <p>Louis DeRubeis, Director of Public Safety</p>	<p><u>Benjamin Barnes</u> <small>Benjamin Barnes (Oct 27, 2023 16:26 EDT)</small></p> <p>Benjamin Barnes, Director of Administration</p>	<p>Oct 27, 2023</p>
<p><u>Anita Carpenter</u></p> <p>Anita Carpenter, Grants Officer</p>	<p><u>Caroline Simmons</u> <small>Caroline Simmons (Oct 30, 2023 13:38 EDT)</small></p> <p>Caroline Simmons, Mayor</p>	<p>Oct 30, 2023</p>



<p>Recipient Information</p> <p>1. Recipient Name RECOVERY NETWORK OF PROGRAMS, INC. 2 TRAP FALLS RD STE 405 SHELTON, CT 06484</p> <p>2. Congressional District of Recipient 04</p> <p>3. Payment System Identifier (ID) 1060910080A1</p> <p>4. Employer Identification Number (EIN) 060910080</p> <p>5. Data Universal Numbering System (DUNS) 075113480</p> <p>6. Recipient's Unique Entity Identifier P5PNN9R2JEE1</p> <p>7. Project Director or Principal Investigator Rodriguez Frambiel Jennifer.Kolakowski@rnpinc.org 203-929-1954</p> <p>8. Authorized Official Jennifer Kolakowski Jennifer.Kolakowski@rnpinc.org 203-929-1954</p>	<p>Federal Award Information</p> <p>11. Award Number 1H79SM089507-01</p> <p>12. Unique Federal Award Identification Number (FAIN) H79SM089507</p> <p>13. Statutory Authority Sec. 520G of the PHS Act, (42 U.S. Code § 290bb-38)</p> <p>14. Federal Award Project Title Expansion of the Community Response Initiative</p> <p>15. Assistance Listing Number 93.243</p> <p>16. Assistance Listing Program Title Substance Abuse and Mental Health Services_Projects of Regional and National Significance</p> <p>17. Award Action Type New Competing</p> <p>18. Is the Award R&D? No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <th colspan="2" style="text-align: center;">Summary Federal Award Financial Information</th> </tr> <tr> <td colspan="2">19. Budget Period Start Date 09/30/2023 – End Date 09/29/2024</td> </tr> <tr> <td>20. Total Amount of Federal Funds Obligated by this Action</td> <td style="text-align: right;">\$330,000</td> </tr> <tr> <td> 20a. Direct Cost Amount</td> <td style="text-align: right;">\$308,831</td> </tr> <tr> <td> 20b. Indirect Cost Amount</td> <td style="text-align: right;">\$21,169</td> </tr> <tr> <td>21. Authorized Carryover</td> <td></td> </tr> <tr> <td>22. Offset</td> <td></td> </tr> <tr> <td>23. Total Amount of Federal Funds Obligated this budget period</td> <td style="text-align: right;">\$330,000</td> </tr> <tr> <td>24. Total Approved Cost Sharing or Matching, where applicable</td> <td style="text-align: right;">\$88,500</td> </tr> <tr> <td>25. Total Federal and Non-Federal Approved this Budget Period</td> <td style="text-align: right;">\$418,500</td> </tr> <tr> <td colspan="2" style="text-align: center;">-----</td> </tr> <tr> <td colspan="2">26. Project Period Start Date 09/30/2023 – End Date 09/29/2028</td> </tr> <tr> <td>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</td> <td style="text-align: right;">\$418,500</td> </tr> </table> <p>28. Authorized Treatment of Program Income Additional Costs</p> <p>29. Grants Management Officer - Signature Eileen Bermudez</p>	Summary Federal Award Financial Information		19. Budget Period Start Date 09/30/2023 – End Date 09/29/2024		20. Total Amount of Federal Funds Obligated by this Action	\$330,000	20a. Direct Cost Amount	\$308,831	20b. Indirect Cost Amount	\$21,169	21. Authorized Carryover		22. Offset		23. Total Amount of Federal Funds Obligated this budget period	\$330,000	24. Total Approved Cost Sharing or Matching, where applicable	\$88,500	25. Total Federal and Non-Federal Approved this Budget Period	\$418,500	-----		26. Project Period Start Date 09/30/2023 – End Date 09/29/2028		27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	\$418,500
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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.



FY2023 Early Diversion
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Notice of Award

Issue Date: 09/19/2023

Center for Mental Health Services

Award Number: 1H79SM089507-01
FAIN: H79SM089507
Program Director: Rodriguez Frambiel

Project Title: Expansion of the Community Response Initiative

Organization Name: RECOVERY NETWORK OF PROGRAMS, INC.

Authorized Official: Jennifer Kolakowski

Authorized Official e-mail address: Jennifer.Kolakowski@rnpinc.org

Budget Period: 09/30/2023 – 09/29/2024

Project Period: 09/30/2023 – 09/29/2028

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$330,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to RECOVERY NETWORK OF PROGRAMS, INC. in support of the above referenced project. This award is pursuant to the authority of Sec. 520G of the PHS Act, (42 U.S. Code § 290bb–38) 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 – 1H79SM089507-01

Award Calculation (U.S. Dollars)

Personnel(non-research)	\$80,000
Fringe Benefits	\$28,970
Travel	\$4,532
Supplies	\$5,500
Contractual	\$147,009
Other	\$42,820
Direct Cost	\$308,831
Indirect Cost	\$21,169
Approved Budget	\$418,500
Federal Share	\$330,000
Non-Federal Share	\$88,500
Cumulative Prior Awards for this Budget Period	\$0
 AMOUNT OF THIS ACTION (FEDERAL SHARE)	 \$330,000

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$330,000
2	\$330,000
3	\$330,000
4	\$330,000
5	\$330,000

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

Fiscal Information:

CFDA Number: 93.243
EIN: 1060910080A1
Document Number: 23SM89507A
Fiscal Year: 2023

IC	CAN	Amount
SM	C96J396	\$330,000

IC	CAN	2023	2024	2025	2026	2027
SM	C96J396	\$330,000	\$330,000	\$330,000	\$330,000	\$330,000

SM Administrative Data:

PCC: BHP-ED23 / **OC:** 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79SM089507-01

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 – 1H79SM089507-01

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 – SM SPECIAL TERMS AND CONDITIONS – 1H79SM089507-01

REMARKS

New Award

1. This Notice of Award (NoA) is issued to inform your organization that the application submitted through the funding opportunity *FY 2023 SM-23-012 Behavioral Health Partnerships for Early Diversion of Adults and Youth* has been selected for funding.

- This award reflects conditional approval of the revised budget submitted **06/08/2023** by your organization.
- This award also reflects conditional acceptance of the responses received via 2-way correspondence on **06/08/2023**.
- **NOTE:** Appropriated funds may not used to purchase food (whether for conferences or meetings; for meals, light refreshments, or beverages; or for Federal or non-Federal

participants).

2. Recipients are expected to plan their work to ensure that funds are expended within the 12-month budget period reflected on this Notice of Award. If activities proposed in the approved budget cannot be completed within the current budget period, SAMHSA cannot guarantee the approval of any request for carryover of remaining unobligated funding.

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, a formal carryover request, 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 guidance on Managing eRA User Accounts at <https://www.samhsa.gov/grants/grants-training-materials/managing-user-accounts>

6. Key Personnel

Key Personnel are listed below:

- *Frambiel Rodriguez, Project Director @ 75% level of effort*
- *TBD Project Evaluator @ 25% level of effort*

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 any continuous period of three months or longer, or a reduction in time dedicated to the project of 25% or more 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.

For additional information on post-award amendment requirements, please visit the SAMHSA

website: <https://www.samhsa.gov/grants/grants-management/post-award-amendments>.

SPECIAL TERMS

Disparity Impact Statement (DIS)

By **11/29/2023**, submit via eRA Commons a completed **Disparity Impact Statement**. SAMHSA's Behavioral Health Disparity Impact Statement (DIS) is a data-driven, quality improvement approach to advance behavioral health equity for all. The DIS is a grant requirement that helps grantees identify racial, ethnic, sexual, and gender minority groups at the highest risk of experiencing behavioral health disparities within their grant projects and implement a disparity reduction action plan with a quality improvement process to address and close the identified gap(s). The DIS should be consistent with the Population of Focus and Statement of Need identified in the grant application and include the components as described below. Please refer to the DIS worksheet, examples, and other resources on the SAMHSA website at: <https://www.samhsa.gov/grants/grants-management/disparity-impact-statement>

The main components of the DIS are:

- Identify and describe the behavioral health disparity within the population of focus of the grant project that experience disparate access, use, and outcomes.
- Provide a demographic table of the proposed number of individuals to be served, reached, or trained in the grant project that covers the entire grant period. Identify the data sources used to support the rationale for how the determination of the disparity was made.
- Identify the social determinants of health (SDOH) domains and the Culturally and Linguistically Appropriate Services in Health and Health Care (**CLAS**) Standards that the grantee organization will work to address and improve for the identified population(s) of focus.
- Develop a disparity reduction quality improvement action plan to address behavioral health disparities based on the available data on access, use, and outcomes.

In accordance with the reporting requirements outlined in the Notice of Funding Opportunity (NOFO), the grantee is required to provide an update on the project's progress towards addressing quality care of underserved populations related to the Disparity Impact Statement (DIS), barriers encountered, including challenges serving populations of focus, efforts to overcome these barriers; evaluation activities for tracking DIS efforts; and a revised quality improvement plan if the DIS does not meet the quality of care requirements as stated in the DIS.

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**.

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.

Cost Sharing and Match Requirements

Cost sharing/match is required for this program under Section 520G of the Public Health Service Act, as amended. For each year of the project, recipients must provide matching funds (directly or through donations from public or private entities) from nonfederal contributions in an amount not less than 25 percent of the total award.

Non-federal contributions may be in cash or in-kind. Amounts provided by the Federal Government, or services assisted or subsidized to any significant extent by the Federal Government, may not be included in determining the amount of the non-Federal contributions. Applicants must itemize the match separately in the budget worksheet and explain the match separately in the budget justification.

Conflicts of Interest Policy

Consistent with 45 CFR § 75.112, recipients must establish written policies and procedures to prevent employees, consultants, and others (including family, business, or other ties) involved in grant-supported activities, from involvement in actual or perceived conflicts of interest. The policies and procedures must:

- address conditions under which outside activities, relationships, or financial interest are proper or improper;
- provide for advance disclosure of outside activities, relationships, or financial interest to a responsible organizational official;
- include a process for notification and review by the responsible official of potential or actual violations of the standards; and
- specify the nature of penalties that may be imposed for violations.

Flow Down of Requirements to Subrecipients

The recipient, as the awardee organization, is legally and financially responsible for all aspects of this award including funds provided to subrecipients, in accordance with 45 CFR § 75.351 - 75.352, Subrecipient Monitoring and Management.

SPARS

Recipients are required to collect and report in SAMHSA's Performance Accountability and Reporting System (SPARS) two types of data: Infrastructure, Prevention, and Mental Health Promotion (IPP) and National Outcome Measures (NOMs).

Recipients are required to do the following:

- (1) Complete SPARS Annual Goals training and enter IPP annual goals into SPARS no later than December 30, 2023;
- (2) Begin collecting and reporting IPP data in SPARS in the second quarter (January - March 2024);
- (3) Begin entering NOMS client level data into SPARS within 7 days after completion of each intake interview;
- (4) Conduct a NOMs reassessment interview six months following the intake interview and enter these data into SPARS; and

(5) Conduct a Clinical Discharge NOMS interview at the time of client discharge and enter these data into SPARS.

Subaward Agreements

Subaward Agreements are considered subrecipients as they participate in accomplishing the award's objectives and therefore must have executed subaward agreements in place. Subaward agreements must include all award requirements and clearly state that requirements flow down to the subrecipient. When established, the subaward agreements between your organization and the subrecipients should also include as a term and condition, the requirements cited below concerning Standards for Financial Management and Consistent Treatment of Costs.

SPECIAL CONDITIONS

Participant Protection

By **10/30/2023** submit via eRA Commons.

Please provide your response to the following participant protection concerns raised by SAMHSA's Initial Review Group

The applicant organization not only does not include the a response to the seven elements of Confidentiality and SAMHSA Participant Protection but does not offer any explanation for its omission.

The seven elements that must be addressed are:

- (1) Protection of clients and staff from potential risks;
- (2) Fair selection of participants;
- (3) Absence of coercion;
- (4) Data collection;
- (5) Privacy and confidentiality;
- (6) Adequate consent procedures; and
- (7) Risks and benefits of participation

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 NOFO. 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.**

Revised SF424

By **October 30, 2023**, submit in eRA.

The proposed Project Director must be registered in eRA Commons and the Commons ID of the proposed Project Director must be stated on Field #4 Applicant Identifier of the SF-424.

On the SF 424 Face Page, Section 8f must reflect the Project Director contact information and section 21 must reflect the Business Official contact information.

Please see [SAMHSA PD Account Creation Instructions \(PDF | 687 KB\)](#) for a quick step-by-step guide and [SAMHSA Grantee PD Account Creation Slides \(PDF | 987 KB\)](#) for additional information on the eRA Commons registration process for the PD.

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.**

Revised Budget

By **10/30/2023**, submit via eRA Commons.

A Revised Budget Narrative that include the following:

1. Identification of the individual who will serve as the Project Evaluator at 25% as required by the Notice of Funding Opportunity SM 23-012.

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.**

Resumes/Biographical Sketches

By ***October 30, 2023***, submit via eRA system:

A copy of the resume/biographical sketch for the following key personnel: Frambiel Rodriguez, Project Director.

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**

STANDARD TERMS AND CONDITIONS

Quarterly Progress Report language

Submit **Quarterly Reports** via eRA Commons only and submitted as a .pdf to the View Terms Tracking Details page in the eRA Commons System.

- The first quarterly progress report on project performance will be due no later than **1/31/2024**.
- The second quarterly progress report on project performance will be due no later than **4/30/2024**.
- The third quarterly progress report on project performance will be due no later than **7/31/2024**.
- The fourth quarterly progress report on project performance will be due no later than **10/30/2024**.

The **Quarterly Progress Report** must, at a minimum, include the following information:

- Data and progress for performance measures as reflected in your application regarding goals and evaluation activities.
- A summary of key program accomplishments to-date.
- Description of the changes, if any, that were made to the project that differ from the application for this incremental period.
- Description of any difficulties and/or problems encountered in achieving planned goals and objectives including barriers to accomplishing program objectives, and actions to overcome barriers or difficulties.

Note: Recipients must also comply with the GPRA requirements that include the collection and periodic reporting of performance data as specified in the FOA or by the Grant Program Official (GPO). This information is needed in order to comply with PL 102-62, which requires that Substance Abuse and Mental Health Services Administration (SAMHSA) report evaluation data to ensure the effectiveness and efficiency of its programs.

The response to this term must be submitted as .pdf documents in eRA Commons. Please contact your Government Program Official (GPO) for program specific submission information.

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**.

Additional information on reporting requirements is available at <https://www.samhsa.gov/grants/grants-management/reporting-requirements>.

Annual Federal Financial Report (FFR or SF-425)

All financial reporting for recipients of Health and Human Services (HHS) grants and cooperative agreements has been consolidated through a single point of entry, which has been identified as the Payment Management System (PMS). The Federal Financial Report (FFR or SF-425) initiative ensures all financial data is reported consistently through one source; shares reconciled financial data to the HHS grants management systems; assists with the timely financial monitoring and grant closeout; and reduces expired award payments.

The FFR is required on an annual basis no later than 90 days after the end of each Budget Period. The FFR should reflect cumulative amounts. Additional guidance to complete the FFR can be found at <http://www.samhsa.gov/grants/grants-management/reporting-requirements>.

SAMHSA reserves the right to request more frequent submissions of FFRs. If so, the additional submission dates will be shown below.

Your organization is required to submit an FFR for this grant funding as follows:

- By **12/28/2024**, submit the Federal Financial Report (FFR)/(SF-425).
- The grant recipient staff member(s) responsible for FFR preparation, certification and submission of the FFR must either submit a request for New User Access or Update User Access to the FFR Module as applicable. Refer to the PMS User Access website <https://pms.psc.gov/grant-recipients/user-access.html> for information on how to submit a New User Access, Update User Access or Deactivate User Access. You can also view PMS' Video on how to request new user access @ <https://youtu.be/kdoqaXfiuI0> and PDF resource with instructions on Requesting Access @ <https://pms.psc.gov/forms/New-User-Request-Grantee.pdf>
- Instructions on **how to submit a FFR via PMS** are available at <https://pmsapp.psc.gov/pms/app/help/ffr/ffr-grantee-instructions.html> (The user must be logged in to PMS to access the link). Updates to the FFR instructions effective 4/1/2022 are also available @ <https://pms.psc.gov/grant-recipients/ffr-updates.html>
- While recipients must submit the FFR in PMS, the FFR can also be accessed by connecting seamlessly from the eRA Commons to PMS by clicking the "Manage FFR" link on the "Search for Federal Financial Report (FFR)" page in eRA Commons, which will redirect to PMS. SAMHSA will not accept FFRs submitted by email or uploaded as an attachment into eRA. To access the "Manage FFR" link in eRA Commons, the individual must be registered in eRA Commons and assigned the Financial Status Reporter (FSR) role for their organization. The individual assigned the FSR role is responsible for reporting the statement of grant expenditures for their organization. Refer to the page [Managing eRA User Accounts](#) on SAMHSA's website for instructions on how to assign a the FSR role.

If you have questions about how to set up a PMS account for your organization, please contact the PMS Help Desk at PMSSupport@psc.hhs.gov or 1-877-614-5533.

Note: Recipients will use PMS to report all financial expenditures, as well as to drawdown funds; SAMHSA recipients will continue to use the eRA Commons for all other grant-related matters including submitting progress reports, requesting post-award amendments, and accessing grant documents such as the Notice of Award.

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 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>.

Standards for Financial Management

Recipients and subrecipients are required to meet the standards and requirements for financial management systems set forth in 45 CFR part 75 Subpart D. The financial systems must enable the recipient and subrecipient to maintain records that adequately identify the sources of

funds for federally assisted activities and the purposes for which the award was used, including authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and any program income. The system must also enable the recipient and subrecipient to compare actual expenditures or outlays with the approved budget for the award. SAMHSA funds must retain their specific identity – they may not be commingled with non-federal funds or other federal funds. “Commingling funds” typically means depositing or recording funds in a general account without the ability to identify each specific source of funds with related expenditures.

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.

All previous terms and conditions remain in effect until specifically approved and removed by the Grants Management Officer.

Staff Contacts:

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Applicant/Recipient Recovery Network of Programs, Inc.	Application/Award Number SM-23-012
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Project Title:	Behavioral Health Partnership for Early Diversion of Adults and Youth
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	Start Date	End Date	Budget Year
Budget Period:	09/30/2023	09/29/2028	1

For Multi-Year Funded (MYF) awards only
(not applicable to new applications for funding)
Check the box to select the Incremental Period

COST SHARING AND MATCHING

Matching Required: YES NO

Match Ratio stated in the NOFO:

The matching funds must not be less than \$ for each \$ of federal funds provided.

A. Personnel

Line Item #	Position	Name	Key Position per the NOFO	Check if Hourly Rate	Calculation						FEDERAL REQUEST	NON-FEDERAL MATCH
					Hourly Rate	Hours	# of Staff	Annual Salary	% Level of Effort (LOE)	Personnel Cost		
1	Social Worker	TBD	<input type="checkbox"/>	<input type="checkbox"/>			1	\$80,000	100.00%	\$80,000	\$80,000	
2	Director of Law Enforcement Initiatives	Frambiel Rodriguez	<input type="checkbox"/>	<input type="checkbox"/>			1	\$78,000	75.00%	\$58,500	\$0	\$58,500
TOTAL										\$138,500	\$80,000	\$58,500

Line Item #	Personnel Narrative:											
1	Social Worker	TBD			Salary \$80,000	# of Staff 1	LOE 100.00%	Personnel Cost \$80,000	The social worker will focus on juveniles in crisis in the community for which a law enforcement officer has been called			
2	Director of Law Enforcement Initiatives	Frambiel Rodriguez			Salary \$78,000	# of Staff 1	LOE 75.00%	Personnel Cost \$58,500	Frambiel is the Project Director for this grant managing the day-to-day activities including hiring, training, engagement in relevant programs, EBP training and fidelity, data collection, reporting, and continuous quality assurance.			

B. Fringe Benefits

Our organization's fringe benefits consist of the components shown below:

Fringe Component	Rate (%)
FICA	7.65%
Life Insurance	0.20%

Worker's Comp	2.00%
Total Fringe Rate	9.85%

Fringe Benefits Cost

Line Item #	Position	Name	Calculation				FEDERAL REQUEST	NON-FEDERAL MATCH
			Personnel Cost	Total Fringe Rate (%)	Fixed / Lump Sum Fringe (if any)	Fringe Benefits Cost		
1	Social Worker	TBD	\$80,000	9.85%	\$21,090	\$28,970	\$28,970	
2	Director of Law Enforcement Initiatives	Frambiel Rodriguez	\$58,500			\$0	\$0	
TOTAL						\$28,970	\$28,970	

Fringe Benefits Narrative:

RNP covers 80% of the cost of medical and dental insurance and covers half of the employee deductible. The Fixed/Lump Sum Fringe is Medical and Dental Insurance for Employee Plus One.

C. Travel

Trip #	Purpose	Origin and Destination	Calculation					FEDERAL REQUEST	NON-FEDERAL MATCH	
			Item	Cost / Rate per Item	Basis	Quantity per Person	Number of Persons			Travel Cost
1	SAMHSA Annual Meeting	Stamford to Washington, DC	Airfare	\$500.00	Round Trip	1.00	2	\$1,000	\$1,000	
2	Sequential Intercept Mapping Exercise	Stamford to Upstate New York and Bronx, New York	Local Travel (POV Mileage)	\$0.655	Mile	295.00	10	\$1,932	\$1,932	
3	SAMHSA Annual Meeting	Stamford to Washington, DC	Hotel/Lodging	\$400.00	Night	2.00	2	\$1,600	\$1,600	
TOTAL								\$4,532	\$4,532	

Trip #	Travel Narrative:		
1	SAMHSA Annual Meeting	Stamford to Washington, DC	Travel Cost \$1,000
Projected airfare for the Evaluator and Project Director to go to the annual SAMHSA meeting			
2	Sequential Intercept Mapping Exercise	Stamford to Upstate New York and Bronx, New York	Travel Cost \$1,932
Travel expenses (car and train) for up to 10 personnel of Stamford Police Dept and the new Social worker to view two Sequential Intercept Mapping exercises.			
3	SAMHSA Annual Meeting	Stamford to Washington, DC	Travel Cost \$1,600
Hotel accommodations for Project Director and Evaluator for SAMHSA Annual Meeting in Washington, DC			

D. Equipment

Line Item #	Item	Check if Item is a Vehicle	Calculation				FEDERAL REQUEST	NON-FEDERAL MATCH
			Quantity	Purchase or Rental/Lease Cost	Percent Charged to the Project	Equipment Cost		
1		<input type="checkbox"/>				\$0	\$0	

Line Item #	Item	Check if Item is a Vehicle	Calculation				FEDERAL REQUEST	NON-FEDERAL MATCH
			Quantity	Purchase or Rental/Lease Cost	Percent Charged to the Project	Equipment Cost		
TOTAL						\$0	\$0	

Line Item #	Equipment Narrative:				
	Quantity	Purchase or Rental/Lease Cost	% Charged to the Project	Equipment Cost	\$0
1					

E. Supplies

Line Item #	Item	Calculation					FEDERAL REQUEST	NON-FEDERAL MATCH
		Unit Cost	Basis	Quantity	Duration	Supplies Cost		
1	Paper, SIM workbooks, SAMHSA SIM Resources, printing, pens, flip charts, etc.	\$291.67	per month		12.00	\$3,500	\$3,500	
2	Sequential Intercept Mapping Exercise Evaluation and Report printing, etc.	\$2,000.00		1.00		\$2,000	\$2,000	
TOTAL						\$5,500	\$5,500	

Line Item #	Supplies Narrative:						
	Unit Cost	Basis	Quantity	Duration	Supplies Cost		
1	\$291.67	per month		12.00	\$3,500	Paper, SIM workbooks for up to 40 individuals, downloads for printing, and purchase of SAMHSA resources on Evidence-Based Practices training, training on specific evidence-based practices, e.g., Motivational Interviewing, Intensive Case Management, etc. for all CRI staff, community, training curriculum for presentations to judges, attorneys, etc.	
2	\$2,000.00		1.00		\$2,000	Final report on SIM exercise and results shared with up to 100 individuals including CRI staff and Stamford law enforcement	

F. Contractual

Summary of Contractual Costs

Agreement #	Name of Organization or Consultant	Type of Agreement	Contractual Cost	FEDERAL REQUEST	NON-FEDERAL MATCH
1	SAE Behavioral Health Consulting	Contract	\$50,000	\$50,000	\$0
2	Stamford Police Dept.	Contract	\$127,009	\$97,009	\$30,000
TOTAL			\$177,009	\$147,009	\$30,000

Contractual Details for SAE Behavioral Health Consulting

Agreement #	Services and Deliverables Provided
1	Ongoing performance measure and outcomes reporting, data entry, annual final report

Personnel
 Fringe Benefits

Travel
 Equipment

Supplies
 Other

Indirect Charges

Contractual Other Costs for **SAE Behavioral Health Consulting**

Line Item #	Item	Check for Minor A&R	Calculation				Contractual Other Cost	FEDERAL REQUEST	NON-FEDERAL MATCH
			Unit Cost / Rate	Basis	Quantity	Duration			
1	SAE will provide project evaluation services	<input type="checkbox"/>	\$4,166.67	per month		12.00	\$50,000	\$50,000	
TOTAL							\$50,000	\$50,000	

Line Item #	Contractual Other Narrative:									
1	SAE will provide project evaluation services	Unit Cost/Rate	\$4,166.67	Basis	per month	Quantity	Duration	12.00	Other Cost	\$50,000
SAE Behavioral Health Consulting will provide the Evaluator for this grant										

Contractual Total Direct Charges for **SAE Behavioral Health Consulting**

TOTAL DIRECT CHARGES FOR THIS AGREEMENT	TOTAL FEDERAL REQUEST	TOTAL NON-FEDERAL MATCH
	\$50,000	

Contractual Total Cost for **SAE Behavioral Health Consulting**

TOTAL COST	TOTAL FEDERAL REQUEST	TOTAL NON-FEDERAL MATCH
\$50,000	\$50,000	

Contractual Details for **Stamford Police Dept.**

Agreement #	Services and Deliverables Provided
2	RNP contracting with Stamford Police Dept. for an additional police officer for the CRI expansion to work with SW assigned to juvenile calls. May also assist with additional calls for adults in crisis in the community.

Personnel
 Fringe Benefits

Travel
 Equipment

Supplies
 Other

Indirect Charges

Contractual Personnel Costs for **Stamford Police Dept.**

Line Item #	Position	Name	Key Position per the NOFO	Check if Annual Salary	Calculation					Contractual Personnel Cost	FEDERAL REQUEST	NON-FEDERAL MATCH
					Hourly Rate	Hours	# of Persons	Annual Salary	% Level of Effort (LOE)			
1	Police Officer	TBD	<input type="checkbox"/>	<input checked="" type="checkbox"/>			1	\$66,308	100.00%	\$66,308	\$66,308	
2	Police Officer	Sergeant Molina	<input type="checkbox"/>	<input checked="" type="checkbox"/>			1	\$120,000	25.00%	\$30,000	\$0	\$30,000
TOTAL										\$96,308	\$66,308	\$30,000

Line Item #	Contractual Personnel Narrative:						
1	Police Officer	TBD		Salary \$66,308	# of Persons 1	LOE 100.00%	Personnel Cost \$66,308
	Police dept. base salary for one police officer.						
2	Police Officer	Sergeant Molina		Salary \$120,000	# of Persons 1	LOE 25.00%	Personnel Cost \$30,000
	25% of Police Sergeant Molina's salary. He is responsible for oversight of the Stamford Police Department Community Response Initiative.						

Contractual Fringe Benefits Costs for [Stamford Police Dept.](#)

Contractual fringe benefits consist of the components shown below:

Contractual Fringe Component	Rate (%)
Medicare	1.45%
Pension	14.82%
Worker's Comp	9.92%
Total Fringe Rate	26.19%

Contractual Fringe Benefits Costs

Line Item #	Position	Name	Calculation				FEDERAL REQUEST	NON-FEDERAL MATCH
			Contractual Personnel Cost	Total Fringe Rate (%)	Fixed / Lump Sum Fringe (if any)	Contractual Fringe Benefits Cost		
1	Police Officer	TBD	\$66,308	26.19%	\$13,335	\$30,701	\$30,701	
2	Police Officer	Sergeant Molina	\$30,000			\$0	\$0	
TOTAL						\$30,701	\$30,701	

Contractual Fringe Benefits Narrative:	
Fringe benefit %s provided by police dept.. Police Officers do not pay social security taxes.	

Contractual Total Direct Charges for [Stamford Police Dept.](#)

TOTAL DIRECT CHARGES FOR THIS AGREEMENT	TOTAL FEDERAL REQUEST	TOTAL NON-FEDERAL MATCH
	\$97,009	\$30,000

Contractual Total Cost for [Stamford Police Dept.](#)

TOTAL COST	TOTAL FEDERAL REQUEST	TOTAL NON-FEDERAL MATCH
\$127,009	\$97,009	\$30,000

G. Construction: Not Applicable

H. Other

Line Item #	Item	Check if Minor A&R	Calculation					FEDERAL REQUEST	NON-FEDERAL MATCH
			Unit Cost / Rate	Basis	Quantity	Duration	Other Cost		
1	Laptop	<input type="checkbox"/>	\$1,200.00		1.00		\$1,200	\$1,200	
2	Cell Phone	<input type="checkbox"/>	\$800.00		1.00		\$800	\$800	
3	Cell Phone Service	<input type="checkbox"/>	\$60.00	per month		12.00	\$720	\$720	
4	Crisis Intervention Team Training	<input type="checkbox"/>	\$250.00		48.00		\$12,000	\$12,000	
5	Sequential Intercept Mapping Exercise Training room rental cost for up to 50 ppl.	<input type="checkbox"/>	\$10,000.00		1.00		\$10,000	\$10,000	
6	Conference/Training	<input type="checkbox"/>	\$900.00		2.00		\$1,800	\$1,800	
7	Sequential Intercept Mapping Exercise Planning	<input type="checkbox"/>	\$3,000.00		1.00		\$3,000	\$3,000	
8	Van Lease	<input type="checkbox"/>	\$625.00	per month	1.00	12.00	\$7,500	\$7,500	
9	Van Insurance	<input type="checkbox"/>	\$100.00	per month		12.00	\$1,200	\$1,200	
10	Van Fuel	<input type="checkbox"/>	\$300.00	per month		12.00	\$3,600	\$3,600	
11	Van Repairs and Maintenance	<input type="checkbox"/>	\$1,000.00		1.00		\$1,000	\$1,000	
TOTAL							\$42,820	\$42,820	

Line Item #	Other Narrative:										
1	Laptop	Unit Cost/Rate	\$1,200.00	Basis	Quantity	1.00	Duration	Other Cost	\$1,200		
Laptop purchase for newly hired social worker											
2	Cell Phone	Unit Cost/Rate	\$800.00	Basis	Quantity	1.00	Duration	Other Cost	\$800		
Purchase of cell phone for use by new social worker while working for the CRI											
3	Cell Phone Service	Unit Cost/Rate	\$60.00	Basis	per month	Quantity	Duration	12.00	Other Cost	\$720	
Cost of monthly cell service											
4	Crisis Intervention Team Training	Unit Cost/Rate	\$250.00	Basis	Quantity	48.00	Duration	Other Cost	\$12,000		
Cost of training for up to 48 dispatchers and law enforcement personnel for 8-hour CIT training											
5	Sequential Intercept Mapping Exercise Training room rental cost for up to 50 individuals and set up and breakdown for 3-day SIM Exercise	Unit Cost/Rate	\$10,000.00	Basis	Quantity	1.00	Duration	Other Cost	\$10,000		
Room Rental and refreshments (coffee/tea/bottle water) for up to 50 individuals and set up and breakdown for 3-day SIM Exercise											
6	Conference/Training	Unit Cost/Rate	\$900.00	Basis	Quantity	2.00	Duration	Other Cost	\$1,800		
Allotment to cover costs of off-site relevant training/conferences											
7	Sequential Intercept Mapping Exercise Planning	Unit Cost/Rate	\$3,000.00	Basis	Quantity	1.00	Duration	Other Cost	\$3,000		
Cost of visiting two SIM exercises, one day each, in upstate New York and the Bronx, NY for up to 10 individuals to prepare for upcoming 3 day SIM exercise											
8	Van Lease	Unit Cost/Rate	\$625.00	Basis	per month	Quantity	1.00	Duration	12.00	Other Cost	\$7,500
Monthly cost of leasing a van for use to transport individuals in crisis to appropriate treatment											
9	Van Insurance	Unit Cost/Rate	\$100.00	Basis	per month	Quantity	Duration	12.00	Other Cost	\$1,200	
Insurance cost for leased van											
10	Van Fuel	Unit Cost/Rate	\$300.00	Basis	per month	Quantity	Duration	12.00	Other Cost	\$3,600	
Fuel used to operate van											

Line Item #	Other Narrative:					
11	Van Repairs and Maintenance	Unit Cost/Rate \$1,000.00	Basis	Quantity 1.00	Duration	Other Cost \$1,000
	Cost of annual repairs and maintenance of van					

I. Total Direct Charges

TOTAL DIRECT CHARGES	TOTAL FEDERAL REQUEST	TOTAL NON-FEDERAL MATCH
	\$308,831	\$88,500

J. Indirect Charges

Type of IDC Rate / Cost Allocation Plan

We elect to charge the de minimis rate of 10%

De Minimis Rate Statement (we have never received a federally negotiated IDC rate):

We have never received an approved federally negotiated IDC rate and we are electing to charge the de minimis rate of 10% of modified total direct costs (MTDC) until such time we have an approved federally negotiated IDC rate. We will use the de minimis rate consistently for all federal awards until we choose to negotiate for an IDC rate, which we may apply to do at any time.

Indirect Charges

Calculation			FEDERAL REQUEST	NON-FEDERAL MATCH
De Minimis Rate (%)	MTDC Base	IDC		
10.00%	\$211,690	\$21,169	\$21,169	
TOTAL			\$21,169	

Indirect Charges Narrative:
10% of allowable MTDC charges

REVIEW OF COST SHARING AND MATCHING

The table below compares the amount of matching funds (NON-FEDERAL MATCH) entered in the budget with the minimum required match calculated based on the match ratio entered on page 1.

FEDERAL REQUEST (amount of federal funds requested in the budget)	NON-FEDERAL MATCH (your matching funds entered in the budget)	REQUIRED NON-FEDERAL MATCH (minimum match required per the match ratio on page 1)
\$330,000	\$88,500	\$82,500

BUDGET SUMMARY: YEAR 1

BUDGET CATEGORY	FEDERAL REQUEST	NON-FEDERAL MATCH
A. Personnel	\$80,000	\$58,500
B. Fringe Benefits	\$28,970	\$0
C. Travel	\$4,532	\$0
D. Equipment	\$0	\$0
E. Supplies	\$5,500	\$0
F. Contractual	\$147,009	\$30,000
G. Construction (N/A)	\$0	\$0
H. Other	\$42,820	\$0
I. Total Direct Charges (sum of A to H)	\$308,831	\$88,500
J. Indirect Charges	\$21,169	\$0
Total Projects Costs (sum of I and J)	\$330,000	\$88,500

BUDGET SUMMARY FOR REQUESTED FUTURE YEARS

Budget Category	Year 2		Year 3		Year 4		Year 5	
	FEDERAL REQUEST	NON-FEDERAL MATCH	FEDERAL REQUEST	NON-FEDERAL MATCH	FEDERAL REQUEST	NON-FEDERAL MATCH	FEDERAL REQUEST	NON-FEDERAL MATCH
A. Personnel	\$82,400	\$60,255	\$84,872	\$62,063	\$87,418	\$63,925	\$87,418	\$65,842
B. Fringe Benefits	\$30,418		\$32,870		\$33,536		\$33,536	
C. Travel			\$2,600				\$2,600	
D. Equipment								
E. Supplies	\$3,500		\$3,500		\$3,500		\$5,500	
F. Contractual	\$154,535	\$31,050	\$158,265	\$32,137	\$162,004	\$33,262	\$162,004	\$34,426
G. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
H. Other	\$38,820		\$27,820		\$23,820		\$27,820	
I. Total Direct Charges (sum A to H)	\$309,673	\$91,305	\$309,927	\$94,200	\$310,278	\$97,187	\$318,878	\$100,268
J. Indirect Charges	\$20,327		\$20,073		\$19,722		\$11,122	
Total Project Costs (sum of I and J)	\$330,000	\$91,305	\$330,000	\$94,200	\$330,000	\$97,187	\$330,000	\$100,268

Budget Summary Narrative:

The future years budgets include ongoing costs with some expenses in the Other Budget Category for training, etc. taking place in some years and not others.

FUNDING LIMITATIONS / RESTRICTIONS

Funding Limitation/Restriction

Data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total for Budget Category
A. Personnel						
B. Fringe Benefits						
C. Travel						
D. Equipment						
E. Supplies						
F. Contractual	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
H. Other						
I. Total Direct Charges (sum A to H)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
J. Indirect Charges						
TOTAL for the Budget Year	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Percentage of the Budget	15.152%	15.152%	15.152%	15.152%	15.152%	

Funding Limitation/Restriction Narrative:

15.152% of the total grant award for the budget period is being used for data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection.

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Behavioral Health Partnership for Early Diversion of Adults and Youth	93.243	\$0	\$0	\$330,000	\$88,500	\$418,500
2.						
3.						
4.						
5. Totals		\$0	\$0	\$330,000	\$88,500	\$418,500

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Behavioral Health Partnership for Early Diversion of Adults and Youth	(2) Behavioral Health Partnership for Early Diversion of Adults and Youth Matching Funds	(3)	(4)	
a. Personnel	\$80,000	\$58,500			\$138,500
b. Fringe Benefits	\$28,970	\$0			\$28,970
c. Travel	\$4,532	\$0			\$4,532
d. Equipment	\$0	\$0			\$0
e. Supplies	\$5,500	\$0			\$5,500
f. Contractual	\$147,009	\$30,000			\$177,009
g. Construction	\$0	\$0	\$0	\$0	\$0
h. Other	\$42,820	\$0			\$42,820
i. Total Direct Charges (sum of 6a-6h)	\$308,831	\$88,500			\$397,331
j. Indirect Charges	\$21,169	\$0			\$21,169
k. TOTALS (sum of 6i and 6j)	\$330,000	\$88,500			\$418,500
7. Program Income					

Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Behavioral Health Partnership for Early Diversion of Adults and Y	\$58,500		\$30,000	\$88,500
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$58,500		\$30,000	\$88,500

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$330,000	\$82,500	\$82,500	\$82,500	\$82,500
14. Non-Federal	\$88,500	\$22,125	\$22,125	\$22,125	\$22,125
15. TOTAL (sum of lines 13 and 14)	\$418,500	\$104,625	\$104,625	\$104,625	\$104,625

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Behavioral Health Partnership for Early Diversion of Adults and Y	\$330,000	\$330,000	\$330,000	\$330,000
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$330,000	\$330,000	\$330,000	\$330,000

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: 308,831	22. Indirect Charges: 21,169
23. Remarks:	