

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

December 15, 2017

The Honorable Ramon Garcia, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2
The Honorable Jose M. Flores, Commissioner, Precinct No. 3
The Honorable Joseph Palacios, Commissioner, Precinct No. 4

RE: Certification of Revenue

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioner's court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Texas Department of State Health Services (TDSHS). These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
	Award No. HHS000059600001
\$160,324.50	Zika Health Care Services Program (CFDA 93.444)
<u>\$150,837.50</u>	<u>Zika Health Care Services Program (CFDA 93.994)</u>
\$311,162.00	

CERTIFIED BY:



Maria Arcilia Duran, CPA
Hidalgo County Auditor

12-16-17

Date

HIDALGO COUNTY DISTRICT JUDGES

- LUIS M. SINGLETERRY JUDGE, 97th D.C.
- RODOLFO DELGADO JUDGE, 99th D.C.
- J. R. "BOBBY" FLORES JUDGE, 139th D.C.
- ROSE GUERRA REYNA JUDGE, 208th D.C.
- JUAN R. PARTIDA JUDGE, 275th D.C.
- MARIO E. RAMIREZ, JR. JUDGE, 312nd D.C.
- NOE GONZALEZ JUDGE, 370th D.C. OVERSEER
- LETICIA LOPEZ JUDGE, 389th D.C.
- L. KENO VASQUEZ JUDGE, 398th D.C.
- ISRAEL LAMON JR. JUDGE, 430th D.C.
- RENEE R. BETANCOURT JUDGE, 449th D.C.

AI-63015

Health & Human Services Dept. 23. 0.

CC - REGULAR

Other

Meeting Date: 12/19/2017

Submitted For: Eddie Olivarez, HEALTH & HUMAN SERVICES DEPT.

Submitted By: Mike Escaname, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

1. Requesting approval to accept the ZIKA Healthcare Services Program Contract #HHS000059600001 in the amount of \$311,162.00. The contract is effective on the date upon which both Parties have signed this contract and terminates on June 30, 2018.
2. Requesting approval for County Judge to e-sign the ZIKA Healthcare Services contract, Assurances - Non-Construction Programs, Certification Regarding Lobbying and the Fiscal Federal Funding Accountability and Transparency Act Certification.
3. Requesting approval of the Certification of Revenue as approved by County Auditor.
4. Requesting approval of the budget appropriation in the amount of \$160,324.50 from HRSA funds and \$150,837.50 from CMM funds.

BACKGROUND

08/22/17 - AI-60987 - Approval to submit grant application for ZIKA Healthcare Services program.

Fiscal Impact

CALENDAR YEAR: 2017

ACCT. #: 7-1293-441-00-340-073-8-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

No local match required.

CALENDAR YEAR: 2017

ACCT. #: 7-1293-441-00-340-074-8-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

No local match required.

Attachments

Grant Contract

HRSA BA

CMM BA

Sal Projection

Form Review

Inbox

Budget & Management

Final Approval

Form Started By: Mike Escaname

Reviewed By

Veronica Ortiz

Date

12/15/2017 01:47 PM

Started On: 12/15/2017 11:12 AM

Minerva Diaz

From: Mike Escaname [miguel.escaname@hchd.org]
Sent: Friday, December 15, 2017 12:58 PM
To: minerva.diaz@auditor.co.hidalgo.tx.us
Cc: Deborah Fischer
Subject: Request for Certification of Revenue - \$311,162.00 - ZIKA Healthcare Services Program
Attachments: Contract ZIKA Healthcare Program 59600001.pdf; AI-63015 - Approval to Accept 121917.pdf

Hello Minerva,

I'd appreciate if you can arrange for a Certification of Revenue in the amount of \$311,162.00 for our ZIKA Healthcare Services grant contract that will be presented to CC on 12/19/17.

See AI-63015 and attachment.

Thanks,

Mike Escaname
Chief Financial Officer
Hidalgo County Health & Human Services Department
1304 S. 25th Ave
Edinburg, TX 78542-7205
Main Line (956) 383-6221
Direct Line (956) 292-7000 ext. 7210

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DATE: December 19, 2017

DEPARTMENT HEAD: Eduardo Olivarez

2017
Appropriation
AI-63015



DEPARTMENT NAME: Health and Human Services Department

ACCOUNT NUMBER: 7-1293-441-00-340-073-8-XXX

Contact Person: Mike Escaname Ph#: ext. 7210

SUBJECT: **Budget Amendments (increase (decrease))** in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
Personnel		
7-1293-441-00-340-073-8-113	ZIKA-HRSA REG F/T EMPLOYEES	100,356.00
Fringes		
7-1293-441-00-340-073-8-211	ZIKA HRSA HEALTH INSURANCE	17,105.00
7-1293-441-00-340-073-8-212	ZIKA HRSA LIFE INSURANCE	115.50
7-1293-441-00-340-073-8-220	ZIKA HRSA FICA	7,677.00
7-1293-441-00-340-073-8-230	ZIKA HRSA RETIREMENT	11,511.00
7-1293-441-00-340-073-8-250	ZIKA HRSA UNEMPLOYMENT COMPENSATION	1,004.00
7-1293-441-00-340-073-8-260	ZIKA HRSA WORKERS COMPENSATION	1,004.00
Travel		
7-1293-441-00-340-073-8-581	ZIKA HRSA TRAVEL - IN COUNTY	2,408.00
Supplies		
7-1293-441-00-340-073-8-610	ZIKA HRSA GENERAL SUPPLIES	5,508.00
7-1293-441-00-340-073-8-751	ZIKA HRSA MACHINERY & EQUIPMENT	7,136.00
Other		
7-1293-441-00-340-073-8-540	ZIKA HRSA ADVERTISING	5,000.00
7-1293-441-00-340-073-8-550	ZIKA HRSA PRINTING & BINDING	1,500.00
7-1293-331-12-340-073-8-000	ZIKA HRSA REVENUE	160,324.50
TOTAL BUDGET INCREASE (DECREASE)		160,324.50

REASON:

To appropriate the budget for the ZIKA HRSA program to run from the date both parties have signed this contract to 06/30/2018

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTN: COUNTY CLERK

DATE: December 19, 2017

2017
Appropriation
AI-63015



DEPARTMENT HEAD: Eduardo Olivarez

DEPARTMENT NAME: Health and Human Services Department

ACCOUNT NUMBER: 7-1293-441-00-340-074-8-XXX

Contact Person: Mike Escaname Ph#: ext. 7210

SUBJECT: **Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111 070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
Personnel		
7-1293-441-00-340-074-8-113	ZIKA-CMM REG F/T EMPLOYEES	100,356.00
Fringes		
7-1293-441-00-340-074-8-211	ZIKA CMM HEALTH INSURANCE	17,105.00
7-1293-441-00-340-074-8-212	ZIKA CMM LIFE INSURANCE	115.50
7-1293-441-00-340-074-8-220	ZIKA CMM FICA	7,677.00
7-1293-441-00-340-074-8-230	ZIKA CMM RETIREMENT	11,511.00
7-1293-441-00-340-074-8-250	ZIKA CMM UNEMPLOYMENT COMPENSATION	1,004.00
7-1293-441-00-340-074-8-260	ZIKA CMM WORKERS COMPENSATION	1,004.00
Travel		
7-1293-441-00-340-074-8-581	ZIKA CMM TRAVEL - IN COUNTY	1,204.00
Supplies		
7-1293-441-00-340-074-8-610	ZIKA CMM GENERAL SUPPLIES	5,509.00
7-1293-441-00-340-074-8-751	ZIKA CMM MACHINERY & EQUIPMENT	5,352.00
7-1293-331-12-340-074-8-000	ZIKA CMM REVENUE	150,837.50
TOTAL BUDGET INCREASE (DECREASE)		150,837.50

REASON: To appropriate the budget for the ZIKA CMM program to run from the date both parties have signed this contract to 06/30/2018.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

**ZIKA Health Care Services Partial FY 18 (Combined Programs)
Grant Application
Salary Budget
10/01/2017 - 06/30/2018
For Budget Purposes Only**

ZIKA Health Care Services FY 18 (program #7A)

Slot #	Employee Name	Position Title	Grade / Step	2017 Payroll Salary	2017 Budgeted Salary With 2% COLA	Hourly Rate		# of Hours in 2017	# of Hours in 2018	2017 Salary Amount from 10/01/17 - 12/31/17	2018 Salary Amount from 01/01/18 - 06/30/18	Fiscal Year Salary Amount 10/01/17 - 06/30/2018	Monthly Salary	Fringes				Projected Fringes	Projected Total Salaries & Fringes		
						Hourly Rate (current)	Hourly Rate With 2%							FICA (7.65%)	Retirement (11.47%)	Unemployment (1.14%)	Workers Comp (0.15%)			Health Ins.	Life Ins.
0001	Proposed	Promoters (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	520	1,040	6,699.00	13,665.86	20,364.96	2,262.77	1,557.92	2,335.86	203.65	203.65	4,887.00	32.67	9,220.75	29,565.71
0002	Proposed	Promoters (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	520	1,040	6,699.00	13,665.86	20,364.96	2,262.77	1,557.92	2,335.86	203.65	203.65	4,887.00	32.67	9,220.75	29,565.71
0003	Proposed	Promoters (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	520	1,040	6,699.00	13,665.86	20,364.96	2,262.77	1,557.92	2,335.86	203.65	203.65	4,887.00	32.67	9,220.75	29,565.71
0004	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5199	520	1,040	11,480.75	23,420.73	34,901.48	3,877.94	2,669.96	4,003.20	349.01	349.01	4,887.00	32.67	12,290.86	47,192.34
0005	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5199	520	1,040	11,480.75	23,420.73	34,901.48	3,877.94	2,669.96	4,003.20	349.01	349.01	4,887.00	32.67	12,290.86	47,192.34
0006	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5199	520	1,040	11,480.75	23,420.73	34,901.48	3,877.94	2,669.96	4,003.20	349.01	349.01	4,887.00	32.67	12,290.86	47,192.34
0007	Proposed	Social Worker (50%)	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5199	520	1,040	11,480.75	23,420.73	34,901.48	3,877.94	2,669.96	4,003.20	349.01	349.01	4,887.00	32.67	12,290.86	47,192.34
				264,040.00	269,361.60					66,020.00	134,660.80	200,700.80	22,300.87	15,353.61	23,010.38	2,007.01	2,007.01	34,209.00	230.69	76,835.79	277,626.50

- 1 This is the salary / fringes budget for 9 months only (10/01/17 to 06/30/18)
- 2 A 2% cost of living increase.
- 3 2017 fringe benefit rates are used as this is the latest information available at this time.
- 4 Actual work hours in grant period used which total to 1,560 for 9 months, (195 working days x 8 hrs)
- 5 Health insurance premium is \$4,887.00 for 9 months; (Oct to Dec = \$525.00 x 3 = \$1,575.00) (Jan to June = \$552.00 x 6 = \$3,312.00)
- 6 Life insurance premium is \$43.56 per year / per employee. (prorated for 9 months only)
- 7 This grant program will continue for 2 additional years; (prorated for 9 months only)
- 8 Rounding error caused by the DSHS budget template

ZIKA Health Care Services Partial FY 18 - HRSA - Outreach
10/01/2017 - 06/30/2018
Partial FY 18 (9 months only)

HRSA - Outreach (Program 073)

Stat #	Employee Name	Position Title	Grade / Step	2017 Payroll Salary	2017 Budget Salary With 2% COLA	Hourly Rate		# of Hours in 2017	# of Hours in 2018	Salary Amount from 10/01/17 - 12/31/17	Salary Amount from 01/01/18 - 06/30/18	Fiscal Year Salary Amount 10/01/17 - 06/30/2018	Monthly Salary	Fringes				Insurance		Projected Total Salaries & Fringes
						Hourly Rate (current)	Hourly Rate With 2%							FICA (7.65%)	Retirement (11.47%)	Unemp/Comp (6.1%)	Workers Comp (6.1%)	Health Ins.	Life Ins.	
0001	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	260	520	3,349.50	6,832.88	10,182.48	1,131.39	778.96	1,167.93	101.82	2,443.50	16.34	4,610.37	14,782.85
0002	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	260	520	3,349.50	6,832.88	10,182.48	1,131.39	778.96	1,167.93	101.82	2,443.50	16.34	4,610.37	14,782.85
0003	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8827	13,1403	260	520	3,349.50	6,832.88	10,182.48	1,131.39	778.96	1,167.93	101.82	2,443.50	16.34	4,610.37	14,782.85
0004	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5189	260	520	5,740.38	11,710.37	17,459.74	1,938.97	1,334.98	2,001.60	174.51	2,443.50	16.34	6,145.43	23,596.17
0005	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5189	260	520	5,740.38	11,710.37	17,459.74	1,938.97	1,334.98	2,001.60	174.51	2,443.50	16.34	6,145.43	23,596.17
0006	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5189	260	520	5,740.38	11,710.37	17,459.74	1,938.97	1,334.98	2,001.60	174.51	2,443.50	16.34	6,145.43	23,596.17
0007	Proposed	Social Worker	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22,5189	260	520	5,740.38	11,710.37	17,459.74	1,938.97	1,334.98	2,001.60	174.51	2,443.50	16.34	6,145.43	23,596.17
				264,086.00	269,361.60					33,010.00	67,340.40	100,380.40	11,150.05	7,676.81	11,510.19	1,003.50	17,104.50	114.35	38,412.85	130,763.25

- 1 This is the salary / fringes budget for 9 months only (10/01/17 to 06/30/18)
- 2 A 2% cost of living increase effective 01/01/2018. (Pending CC approval)
- 3 2017 fringe benefit rates are used as this is the latest information available at this time.
- 4 Actual work hours in grant period used which total to 1,560 for 9 months. (195 working days x 8 hrs) * 50% HRSA portion
- 5 Health insurance premium is \$4,887.00 for 9 months. (Oct to Dec = \$525.00 x 3 = \$1,575.00) (Jan to June = \$552.00 x 6 = \$3,312.00) (divided in half for HRSA portion)
- 6 Life insurance premium is \$43.56 per year / per employee. (prorated for 9 months only) (divided in half for HRSA portion)
- 7 This grant program will continue for 2 additional years. Initial grant award is for partial FY 18.
- 8 Rounding error caused by the DSHS budget template
- 9 This budget pertains to the HRSA - Outreach component of the grant.

ZIKA Health Care Services Partial FY 18 - CMM - Clinical
10/01/2017 - 06/30/2018
Partial FY 18 (9 months only)

CMM - CLINICAL FY 18 (Program 074)

Slot #	Employee Name	Position Title	Grade / Step	2017 Payroll Salary	2017 Budgeted Salary With 2% CDLA	Hourly Rate		# of Hours in 2017	# of Hours in 2018	Salary Amount from 10/01/17 - 06/30/18	2018 Salary Amount from 07/01/18 - 06/30/2018	Fiscal Year Salary Amount 10/01/17 - 06/30/2018	Monthly Salary	FICA (7.65%)	Retirement (11.47%)	Unemployment (2.9%)	Workers Comp (1.8%)	Insurance		Projected Fringes	Projected Total Salaries & Fringes
						Hourly Rate (current)	Hourly Rate With 2%											Health Ins.	Life Ins.		
0001	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8627	13.1403	260	520	3,349.50	6,632.86	10,182.46	1,131.39	778.96	1,167.93	101.82	101.82	2,443.50	16.34	4,610.37	14,792.85
0002	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8627	13.1403	260	520	3,349.50	6,632.86	10,182.46	1,131.39	778.96	1,167.93	101.82	101.82	2,443.50	16.34	4,610.37	14,792.85
0003	Proposed	Promotora (CHW)	Grade 5 / Step 1	26,796.00	27,331.92	12.8627	13.1403	260	520	3,349.50	6,632.86	10,182.46	1,131.39	778.96	1,167.93	101.82	101.82	2,443.50	16.34	4,610.37	14,792.85
0004	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22.5199	260	520	5,740.38	11,710.37	17,450.74	1,938.97	1,334.98	2,001.60	174.51	174.51	2,443.50	16.34	6,145.43	23,586.17
0005	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22.5199	260	520	5,740.38	11,710.37	17,450.74	1,938.97	1,334.98	2,001.60	174.51	174.51	2,443.50	16.34	6,145.43	23,586.17
0006	Proposed	LVN II	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22.5199	260	520	5,740.38	11,710.37	17,450.74	1,938.97	1,334.98	2,001.60	174.51	174.51	2,443.50	16.34	6,145.43	23,586.17
0007	Proposed	Social Worker	Grade 12 / Step 1	45,923.00	46,841.46	22.0784	22.5199	260	520	5,740.38	11,710.37	17,450.74	1,938.97	1,334.98	2,001.60	174.51	174.51	2,443.50	16.34	6,145.43	23,586.17
				264,080.00	269,361.60					35,010.00	67,360.40	100,350.40	11,150.06	7,676.81	11,510.19	1,003.50	1,003.50	17,104.50	114.35	30,412.86	138,763.25

- 1 This is the salary / fringes budget for 9 months only (10/01/17 to 06/30/18)
- 2 A 2% cost of living increase effective 07/01/2018 (depending on CC approval)
- 3 2017 fringe benefits rates are used as this is the latest information available at this time.
- 4 Actual work hours in grant period used which total to 1,560 for 9 months. (195 working days x 8 hrs) *50% time for CMM portion
- 5 Health Insurance premium is \$4,887.00 for 9 months. (Oct to Dec = \$525.00 x 3 = \$1,575.00) (Jan to June = \$552.00 x 6 = \$3,312.00) (divided in half for CMM portion)
- 6 Life Insurance premium is \$43.56 per year / per employee. (prorated for 9 months only) (divided in half for CMM portion)
- 7 This grant program will continue for 2 additional years. Initial grant award is for partial FY 18.
- 8 Rounding error caused by the DSHS budget template
- 9 This budget pertains to the CMM - Clinical component of the grant.

**SIGNATURE DOCUMENT FOR
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS000059600001
UNDER THE
ZIKA HEALTH CARE SERVICES PROGRAM GRANT**

I. PURPOSE

The Department of State Health Services ("System Agency"), a pass-through entity, and Hidalgo County ("Grantee") (each a "Party" and collectively the "Parties") enter into the following grant contract to provide funding for Zika Health Care Services Program (the "Contract").

II. LEGAL AUTHORITY

This Contract is authorized by and in compliance with the provisions of Texas Health and Safety Code Chapters 12 and 1001, and Texas Government Code Chapter 791.

III. DURATION

The Contract is effective on the date upon which both Parties have signed this Contract, and terminates on June 30, 2018, unless renewed or terminated pursuant to the terms and conditions of the Contract. System Agency may renew this contract for two (2) additional twelve-month periods if funds are available. The System Agency, at its own discretion, may extend this Contract subject to terms and conditions mutually agreeable to both Parties.

IV. BUDGET

The total amount of this Contract will not exceed **THREE HUNDRED ELEVEN THOUSAND ONE HUNDRED SIXTY-TWO DOLLARS (\$311,162.00)**. All expenditures under the Contract will be in accordance with ATTACHMENT B, BUDGET.

V. CONTRACT REPRESENTATIVES

The following will act as the Representative authorized to administer activities under this Contract on behalf of their respective Party.

System Agency
Department of State Health Services
1100 West 49th Street, Mail Code 1914
Austin, Texas 78756
Attention: Kevin Ruiz
Kevin.ruiz@dshs.texas.gov

System Agency Contract No. **HHS000059600001**

Page 1 of 4

Grantee

Hidalgo County
1304 S. 25th Ave
Edinburg, Texas 78542
Attention: Eduardo Olivarez
Email: Eddie.Olivarez@hchd.org

VI. LEGAL NOTICES

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

System Agency

Department of State Health Services
Attention: Lisa Hernandez
1100 W. 49th Street, MC 1911
Austin, TX 78756

Grantee

Hidalgo County
1304 S. 25th Ave
Edinburg, Texas 78542
Attention: Honorable Ramon Garcia
Email Ramon.Garcia@co.hidalgo.tx.us

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

VII. ADDITIONAL GRANT INFORMATION

Federal Award Identification Number (FAIN): 6B04MC30644-01-04
Federal Award Date: 07/19/2017
Name of Federal Awarding Agency: Health Resources and Services Administration (HRSA)
CFDA Name and Number: 93.944
DUNS: 103110834

AND

Federal Award Identification Number (FAIN): 1Q1CMS331620-01-00

System Agency Contract No.
Page 2 of 4

Federal Award Date: 06/30/2017

Name of Federal Awarding Agency: Department of Health and Human Services Centers
for Medicare and Medicaid

CFDA Name and Number: 93.994

DUNS: 103110834

SIGNATURE PAGE FOLLOWS

SIGNATURE PAGE FOR SYSTEM AGENCY CONTRACT NO.

DEPARTMENT OF STATE HEALTH SERVICES

HIDALGO COUNTY

Name: _____

Name: _____

Title: _____

Title: _____

Date of execution: _____

Date of execution: _____

THE FOLLOWING ATTACHMENTS TO SYSTEM AGENCY CONTRACT NO. ARE HEREBY INCORPORATED BY REFERENCE:

- ATTACHMENT A - STATEMENT OF WORK**
- ATTACHMENT B - BUDGET**
- ATTACHMENT C - UNIFORM TERMS AND CONDITIONS**
- ATTACHMENT D - GENERAL AFFIRMATIONS**
- ATTACHMENT E - GRANT SUPPLEMENTAL & SPECIAL CONDITIONS**
- ATTACHMENT F - FEDERAL ASSURANCES AND CERTIFICATIONS**
- ATTACHMENT G - FFATA CERTIFICATION**

**ATTACHMENT A
STATEMENT OF WORK
ZIKA LOCAL HEALTH DEPARTMENT**

I. GRANTEE RESPONSIBILITIES

Grantee shall hire Community Health Workers (CHW) and Case Managers (CM) to work in Grantee's public health clinics and communities to provide education and resources to individuals related to Zika prevention, testing, and management;

A. Grantee shall use grant funds to hire teams to:

1. Increase access to contraceptive services for women and men in accordance with the following:
 - a. CHWs shall provide client-centered contraception counseling to women of childbearing age (age 18-44) and their partners not wishing to become pregnant and provide education on contraception methods and options, including Long-Acting Reversible Contraception (LARCs).
 - b. CMs shall assist women and their partners in accessing their preferred method of contraception.
2. Increase access and reduce barriers to Zika screening, testing, and counseling in accordance with the following:
 - a. CHWs shall provide education and counseling before and after Zika virus testing for pregnant women and women of childbearing age; and must provide education and counseling for the women's sexual partners whenever possible.
 - b. CMs shall assist women and their partners in accessing Zika testing, particularly if it is not provided at the Local Health Department (LHD) clinic site.
 - c. CMs shall assist pregnant women with accessing prenatal care if it is not provided at the LHD clinic site, regardless of whether or not the woman has evidence of Zika infection.
3. Increase access to services for pregnant women and infants affected by the Zika virus in accordance with the following:
 - a. CHWs shall provide education to pregnant women with laboratory evidence of Zika infection on:
 - i. Information about Zika testing processes and results to ensure each woman understands her own testing results,
 - ii. Additional tests and monitoring that may be needed during the pregnancy,
 - iii. Tests and evaluations for the newborn that may be needed upon delivery,
 - iv. Tests and evaluations that may be needed during the infant's first year of life, and
 - v. Services, supports, and resources that may be needed by the family.
 - b. CMs shall assist pregnant women with evidence of Zika infection and their families with:
 - i. Accessing prenatal care, including high-risk prenatal care when indicated by the grantee,

**ATTACHMENT A
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- ii. Accessing supportive services during pregnancy and after delivery, including mental health services,
 - iii. Ensuring prenatal care provider and pediatric providers are communicating prior to delivery,
 - iv. Accessing appropriate outpatient pediatric and subspecialty care for the infant and family,
 - v. Conducting regular (at least monthly) follow-up with the family discuss progress, concerns, problems, and plans, and to coordinate services across systems and foster continuity of care.
- B. Grantee shall ensure that CHW/CM teams (Teams) perform and document duties inside the Grantee's local health department (LHD) clinic sites and during outreach activities in the Grantee's community.
- 1. Teams shall document hours spent working in LHD clinic sites and hours spent working in outreach settings.
 - 2. The Grantee shall ensure that teams spend hours working in LHD clinic sites and outreach settings in proportion to the performance measures in Section II. Teams shall spend no less than the agree-upon percentage of time in LHD clinic site locations.
 - 3. Teams shall conduct, document and report these activities by:
 - i. Performing a comprehensive needs assessment and developing an individualized service plan with each client.
 - ii. Documenting client level information and activities in LHD record-keeping systems according to the direction of the Grantee.
 - iii. Reporting to System Agency aggregate performance measure data according to Section II. No patient-identifying information may be reported to System Agency.
- C. Grantee shall ensure that Teams are available and able to attend training and ongoing technical assistance activities provided by System Agency.
- D. In addition to the activities listed above, the Teams may also:
- 1. Assist in efforts related to development of the ZikaCareConnect.org online resource by promoting the site with provider groups, particularly focusing on pediatric subspecialty providers. Teams should coordinate these activities with the CDC field assignees to ensure efforts are not duplicated.
 - 2. Work closely with CDC field assignees working with the Zika Pregnancy Registry to further develop mechanisms for following women and infants before they are able to be placed on the Zika Pregnancy Registry.
 - 3. Assist with other LHD activities that would increase the LHDs capacity to provide contraception services, Zika testing and referral for specialty care. Grantees shall ensure activities are appropriate for CHW and CMs to perform.
- E. Staff competencies
- 1. Case Managers shall have a high school diploma and a minimum of one year case management experience.
 - 2. Community Health Workers shall be certified by System Agency.

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F. Reporting. CHW/CM teams will submit to System Agency the following Reporting Data in the format to be provided by System Agency:

REPORTING DATA
<p>1. Number reproductive age women (ages 15-44 per CDC) treated at LHD clinics</p> <ul style="list-style-type: none">a. Of those, the number who received contraception, broken down by type of contraceptionb. Of those (1) and for each type of method, the number who received same day access <p><u>Types of contraception:</u></p> <ul style="list-style-type: none">1. Implant (LARC)2. Intrauterine device (LARC)3. Injectable4. Pill5. Patch6. Ring7. Diaphragm8. Male condom9. Female condom
<p>2a. (CMS) Number of reproductive age women treated at LHD clinics who receive client-centered contraceptive counseling services</p> <p>2b. (Title V) Number of reproductive age women who receive client-centered contraceptive counseling services in an outreach setting</p>
<p>3. Number of women receiving postpartum care at LHD clinics</p> <ul style="list-style-type: none">a. Of those, the number that received contraception within 3 days of delivery, broken down by type of contraceptionb. Of those (1d), the number that received contraception within 60 days of delivery, broken down by type of contraception <p><u>Types of contraception:</u></p> <ul style="list-style-type: none">1. Implant (LARC)2. Intrauterine device (LARC)3. Injectable4. Pill5. Patch6. Ring7. Diaphragm
<p>4. Number of pregnant women treated at LHD clinics</p> <ul style="list-style-type: none">a. Of those, the number that were testing for Zika virus infection during their pregnancy<ul style="list-style-type: none">i. Of those pregnant women tested, the number with laboratory evidence of possible Zika infection<ul style="list-style-type: none">a. Of those with evidence of infection, the number that received ultrasound monitoringii. For those pregnant women tested, the average number of days between the date of initial sample collection and the date the final results are provided to the woman.
<p>5. Number of pregnant women with laboratory evidence of Zika virus infection receiving prenatal</p>

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<p>care at LHD clinics who have delivered</p> <p>a. Number of newborns, born to those mothers, tested for Zika virus within two days of birth.</p> <p> i. The average number of days between the date of initial sample collection and the date the final results are provided to the infant's guardian.</p> <p>b. Number of newborns, born to those mothers, tested for Zika virus after two days of birth</p> <p> i. The average number of days between the date of initial sample collection and the date the final results are provided to the infant's guardian.</p> <p>c. Number of newborns, born to those mothers, screened for evidence of Zika-related congenital abnormalities</p>
<p>6. Number of pregnant women with laboratory evidence of Zika virus infection receiving prenatal care at LHD clinics</p> <p>a. (CMS) Number of pregnant women receiving basic prenatal care at LHDs and who have laboratory evidence of Zika virus infection referred to high-risk fetal medicine services</p> <p>b. (Title V) Number of pregnant women who have laboratory evidence of Zika virus infection who are referred to high-risk fetal medicine services as a result of outreach activities</p>
<p>7. Number of pregnant women with laboratory evidence of Zika virus infection receiving prenatal care at LHD clinics who have delivered</p> <p>a. Number of newborns and infants, born to those mothers, receiving appropriate evaluation and outpatient management services in accordance with CDC's outpatient management checklist for infants born to a woman with laboratory evidence of confirmed or possible Zika virus infection</p>
<p>8a. (CMS) Number and percent of reproductive age women treated at LHD clinics who receive case management to access contraceptive services through other providers and funding sources</p> <p>8b. (Title V) Number of reproductive age women who receive case management during outreach activities to access contraceptive services through other providers and funding sources</p>
<p>9a. (CMS) Number and percent of pregnant women receiving basic prenatal care at LHD clinics whose partners received counseling on preventing Zika virus infection during pregnancy</p> <p>9b. (Title V) Number of pregnant women whose partners received counseling during outreach activities on preventing Zika virus infection during pregnancy</p>
<p>10a. (CMS) Number of pregnant women receiving basic prenatal care services at LHD clinics who receive pre and post Zika Test counseling from CHWs</p> <p>10b. (Title V) Number of pregnant women who receive pre and post Zika Test counseling from CHWs during outreach activities</p>
<p>11a. (CMS) Number and percent of pregnant women receiving basic prenatal care at LHD clinics who receive case management to access appropriate prenatal ultrasound monitoring</p> <p>11b. (Title V) Number of pregnant women who receive case management during outreach activities to access appropriate prenatal ultrasound monitoring</p>
<p>12a. (CMS) Number and percent of pregnant women receiving basic prenatal care at LHD clinics who receive education and counseling from a CHW about ensuring their baby is screened for Zika-related conditions at the time of delivery.</p> <p>12b. (Title V) Number of pregnant women who receive education and counseling from a CHW during outreach activities about ensuring their baby is screened for Zika-related conditions at the time of delivery.</p>
<p>13a. (CMS) Number and percent of mothers receiving basic postpartum care at LHD clinics and</p>

**ATTACHMENT A
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<p>who had laboratory evidence of possible Zika virus infection receiving case management to access appropriate evaluation and outpatient management services for the newborn</p> <p>13b. (Title V) Number of mothers who had laboratory evidence of possible Zika virus infection receiving case management during outreach activities to access appropriate evaluation and outpatient management services for the newborn</p>
<p>Outcomes</p> <p>14. Number of pregnant women treated by LHD clinics</p> <p>a. Of those, the number with laboratory evidence of possible Zika virus infection who have delivered</p> <p>i. Of those deliveries, the number of newborns diagnosed with Zika-related birth defects</p> <p>a. the number of newborns diagnosed with brain abnormalities with and without microcephaly</p> <p>b. the number of newborns diagnosed with Neural Tube Defects and Other Early Brain Malformations</p> <p>c. the number of newborns diagnosed with Eye Abnormalities</p> <p>d. the number of newborns diagnosed with Consequences of Central Nervous System Dysfunction</p> <p>ii. Of those newborns diagnosed with Zika-related birth defects, the number that were tested for Zika infection.</p>

1. Quarterly reporting of programmatic activities shall be submitted to cdsb@dshs.state.tx.us within fifteen (15) days after the end of each quarter, as follows:

<u>Submission Frequency</u>	<u>Due Date</u>
October 1 – December 31	January 15
January 1 – March 31	April 15
April 1 – June 30	July 15

NOTE: These dates are subject to change at System Agency’s sole discretion.

2. Quarterly Financial Status Reports (FSR) shall to be submitted to invoices@dshs.state.tx.us and to cdsb@dshs.state.tx.us.

II. Performance Measures

A. The System Agency will monitor the Grantee’s performance of the requirement in this Attachment A and compliance with the Contract’s terms and conditions.

III. INVOICE AND PAYMENT

A. Grantee shall request monthly requests for reimbursement for actual allowable costs using the State of Texas Purchase Voucher (Form B-13) at <http://www.dshs.texas.gov/grants/forms.shtm>. Voucher and any supporting documentation must be submitted within thirty (30) days following the end of the month covered by the voucher. Voucher shall be submitted by email and simultaneously to

**ATTACHMENT A
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invoices@dshs.state.tx.us and to cdsb@dshs.texas.gov . Grantee shall submit a final close-out voucher by email not later than forty-five (45) days following the end of the applicable Contract term(s) for costs encumbered on or before the last day of the Contract term. Vouchers received more than forty-five (45) days following the end of the applicable Contract term will not be paid.

Department of State Health Services
Claims Processing Unit, MC 1940
1100 West 49th Street
P.O. Box 149347
Austin, TX 78714-9347
FAX: (512) 458-7442
EMAIL: invoices@dshs.state.tx.us and to cdsb@dshs.texas.gov

- B. Grantee will be paid on a cost-reimbursement basis for services provided under this Contract, in accordance with the Budget in Attachment B of this Contract.

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**ATTACHMENT B
BUDGET
CONTRACT NO. HHS000059600001**

Budget Categories	FY 2018
Personnel	\$ 200,712.00
Fringe Benefits	\$ 76,833.00
Travel	\$ 3,612.00
Equipment	\$ 0.00
Supplies	\$ 23,505.00
Contractual	\$ 0.00
Other	\$ 6,500.00
Total Direct Costs	\$ 311,162.00
Indirect Costs	\$ 0.00
Total of Direct Costs and Indirect Costs	\$ 311,162.00

HHSC Uniform Terms and Conditions Version 2.14
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Responsible Office: Chief Counsel



TEXAS

Health and Human Services

Health and Human Services Commission
HHSC Uniform Terms and Conditions - Grant
Version 2.14

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ARTICLE I. DEFINITIONS AND INTERPRETIVE PROVISIONS

1.01 Definitions

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

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

“Attachment” means documents, terms, conditions, or additional information physically added to this Contract following the Signature Document or included by reference, as if physically, within the body of this Contract.

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

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

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

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

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

“GAAP” means Generally Accepted Accounting Principles.

“GASB” means the Governmental Accounting Standards Board.

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

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

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

“Intellectual Property” means inventions and business processes, whether or not patentable; works of authorship; trade secrets; trademarks; service marks; industrial designs; and creations

that are subject to potential legal protection incorporated in any Deliverable and first created or developed by Grantee, Grantee's contractor or a subcontractor in performing the Project.

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

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

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

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

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

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

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

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

“Solicitation or "RFA"” means the document issued by the System Agency under which applications for Program funds were requested, which is incorporated herein by reference for all purposes in its entirety, including all Amendments and Attachments.

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

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

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

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

1.02 Interpretive Provisions

- a. The meanings of defined terms are equally applicable to the singular and plural forms of the defined terms.
- b. The words “hereof,” “herein,” “hereunder,” and similar words refer to this Contract as a whole and not to any particular provision, section, Attachment, or schedule of this Contract unless otherwise specified.
- c. The term “including” is not limiting and means “including without limitation” and, unless otherwise expressly provided in this Contract, (i) references to contracts (including this Contract) and other contractual instruments shall be deemed to include all subsequent

Amendments and other modifications thereto, but only to the extent that such Amendments and other modifications are not prohibited by the terms of this Contract, and (ii) references to any statute or regulation are to be construed as including all statutory and regulatory provisions consolidating, amending, replacing, supplementing, or interpreting the statute or regulation.

- d. Any references to “sections,” “appendices,” or “attachments” are references to sections, appendices, or attachments of the Contract.
- e. Any references to agreements, contracts, statutes, or administrative rules or regulations in the Contract are references to these documents as amended, modified, or supplemented from time to time during the term of the Contract.
- f. The captions and headings of this Contract are for convenience of reference only and do not affect the interpretation of this Contract.
- g. All Attachments within this Contract, including those incorporated by reference, and any Amendments are considered part of the terms of this Contract.
- h. This Contract may use several different limitations, regulations, or policies to regulate the same or similar matters. All such limitations, regulations, and policies are cumulative and each will be performed in accordance with its terms.
- i. Unless otherwise expressly provided, reference to any action of the System Agency or by the System Agency by way of consent, approval, or waiver will be deemed modified by the phrase “in its sole discretion.”
- j. Time is of the essence in this Contract.

ARTICLE II PAYMENT METHODS AND RESTRICTIONS

2.01 Payment Methods

Except as otherwise provided by the provisions of the Contract, the payment method will be one or more of the following:

- a. cost reimbursement. This payment method is based on an approved budget and submission of a request for reimbursement of expenses Grantee has incurred at the time of the request;
- b. unit rate/fee-for-service. This payment method is based on a fixed price or a specified rate(s) or fee(s) for delivery of a specified unit(s) of service and acceptable submission of all required documentation, forms and/or reports; or
- c. advance payment. This payment method is based on disbursement of the minimum necessary funds to carry out the Program or Project where the Grantee has implemented appropriate safeguards. This payment method will only be utilized in accordance with governing law and at the sole discretion of the System Agency.

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

2.02 Final Billing Submission

Unless otherwise provided by the System Agency, Grantee shall submit a reimbursement or payment request as a final close-out invoice not later than forty-five (45) calendar days following

the end of the term of the Contract. Reimbursement or payment requests received in the System Agency's offices more than forty-five (45) calendar days following the termination of the Contract may not be paid.

2.03 Financial Status Reports (FSRs)

Except as otherwise provided in these General Provisions or in the terms of any Program Attachment(s) that is incorporated into the Contract, for contracts with categorical budgets, Grantee shall submit quarterly FSRs to Accounts Payable by the last business day of the month following the end of each quarter of the Program Attachment term for System Agency review and financial assessment. Grantee shall submit the final FSR no later than forty-five (45) calendar days following the end of the applicable term.

2.04 Debt to State and Corporate Status

Pursuant to Tex. Gov. Code § 403.055, the Department will not approve and the State Comptroller will not issue payment to Grantee if Grantee is indebted to the State for any reason, including a tax delinquency. Grantee, if a corporation, certifies by execution of this Contract that it is current and will remain current in its payment of franchise taxes to the State of Texas or that it is exempt from payment of franchise taxes under Texas law (Tex. Tax Code §§ 171.001 et seq.). If tax payments become delinquent during the Contract term, all or part of the payments under this Contract may be withheld until Grantee's delinquent tax is paid in full.

2.05 Application of Payment Due

Grantee agrees that any payments due under this Contract will be applied towards any debt of Grantee, including but not limited to delinquent taxes and child support that is owed to the State of Texas.

2.06 Use of Funds

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

2.07 Use for Match Prohibited

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

2.08 Program Income

Income directly generated from funds provided under this Contract or earned only as a result of such funds is Program Income. Unless otherwise required under the Program, Grantee shall use the addition alternative, as provided in UGMS § __.25(g)(2), for the use of Project income to further the Program, and Grantee shall spend the Program Income on the Project. Grantee shall identify and report this income in accordance with the Contract, applicable law, and any programmatic guidance. Grantee shall expend Program Income during the Contract term 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 it for the purposes and under the conditions specified in this Contract.

2.09 Nonsupplanting

Grantee shall not use funds from this Contract to replace or substitute for existing funding from other but shall use funds from this Contract to supplement existing state or local funds currently available. Grantee shall make a good faith effort to maintain its current level of support. Grantee may be required to submit documentation substantiating that a reduction in state or local funding, if any, resulted for reasons other than receipt or expected receipt of funding under this Contract.

ARTICLE III. STATE AND FEDERAL FUNDING

3.01 Funding

This Contract is contingent upon the availability of sufficient and adequate funds. If funds become unavailable through lack of appropriations, budget cuts, transfer of funds between programs or agencies, amendment of the Texas General Appropriations Act, agency consolidation, or any other disruptions of current funding for this Contract, the System Agency may restrict, reduce, or terminate funding under this Contract. This Contract is also subject to immediate cancellation or termination, without penalty to the System Agency, if sufficient and adequate funds are not available. Grantee will have no right of action against the System Agency if the System Agency cannot perform its obligations under this Contract as a result of lack of funding for any activities or functions contained within the scope of this Contract. In the event of cancellation or termination under this Section, the System Agency will not be required to give notice and will not be liable for any damages or losses caused or associated with such termination or cancellation.

3.02 No debt Against the State

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

3.03 Debt to State

If a payment law prohibits the Texas Comptroller of Public Accounts from making a payment, the Grantee acknowledges the System Agency's payments under the Contract will be applied toward eliminating the debt or delinquency. This requirement specifically applies to any debt or delinquency, regardless of when it arises.

3.04 Recapture of Funds

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

ARTICLE IV ALLOWABLE COSTS AND AUDIT REQUIREMENTS

4.01 Allowable Costs.

System Agency will reimburse the allowable costs incurred in performing the Project that are sufficiently documented. Grantee must have incurred a cost prior to claiming reimbursement and within the applicable term to be eligible for reimbursement under this Contract. The System Agency will determine whether costs submitted by Grantee are allowable and eligible for reimbursement. If the System Agency has paid funds to Grantee for unallowable or ineligible costs, the System Agency will notify Grantee in writing, and Grantee shall return the funds to the System Agency within thirty (30) calendar days of the date of this written notice. The System Agency may withhold all or part of any payments to Grantee to offset reimbursement for any unallowable or ineligible expenditure that Grantee has not refunded to the System Agency, or if financial status report(s) required under the Financial Status Reports section are not submitted by the due date(s). The System Agency may take repayment (recoup) from funds available under this Contract in amounts necessary to fulfill Grantee's repayment obligations. Applicable cost principles, audit requirements, and administrative requirements include-

Applicable Entity	Applicable Cost Principles	Audit Requirements	Administrative Requirements
State, Local and Tribal Governments	2 CFR, Part 225	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Educational Institutions	2 CFR, Part 220	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
Non-Profit Organizations	2 CFR, Part 230	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS
For-profit Organization other than a hospital and an organization named in OMB Circular A-122 (2 CFR Part, 230) as not subject to that circular.	48 CFR Part 31, Contract Cost Principles, Procedures, or uniform cost accounting standards that comply with cost principles acceptable to the federal or state awarding agency	2 CFR Part 200, Subpart F and UGMS	2 CFR Part 200 and UGMS

OMB Circulars will be applied with the modifications prescribed by UGMS with effect given to whichever provision imposes the more stringent requirement in the event of a conflict.

4.02 Independent Single or Program-Specific Audit

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

4.03 Submission of Audit

Due the earlier of 30 days after receipt of the independent certified public accountant's report or nine months after the end of the fiscal year, Grantee shall submit electronically, one copy of the Single Audit or Program-Specific Audit to the System Agency as directed in this Contract and another copy to: single_audit_report@hhsc.state.tx.us

ARTICLE V AFFIRMATIONS, ASSURANCES AND CERTIFICATIONS

5.01 General Affirmations

Grantee certifies that, to the extent General Affirmations are incorporated into the Contract under the Signature Document, the General Affirmations have been reviewed and that Grantee is in compliance with each of the requirements reflected therein.

5.02 Federal Assurances

Grantee further certifies that, to the extent Federal Assurances are incorporated into the Contract under the Signature Document, the Federal Assurances have been reviewed and that Grantee is in compliance with each of the requirements reflected therein.

5.03 Federal Certifications

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

ARTICLE VI OWNERSHIP AND INTELLECTUAL PROPERTY

6.01 Ownership

The System Agency will own, and Grantee hereby assigns to the System Agency, all right, title, and interest in all Deliverables.

6.02 Intellectual Property

- a. The System Agency and Grantee will retain ownership, all rights, title, and interest in and to, their respective pre-existing Intellectual Property. A license to either Party's pre-existing Intellectual Property must be agreed to under this or another contract.
- b. Grantee grants to the System Agency and the State of Texas a royalty-free, paid up, worldwide, perpetual, non-exclusive, non-transferable license to use any Intellectual Property invented or created by Grantee, Grantee's contractor, or a subcontractor in the performance of the Project. Grantee will require its contractors to grant such a license under its contracts.

ARTICLE VII RECORDS, AUDIT, AND DISCLOSURE

7.01 Books and Records

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

7.02 Access to records, books, and documents

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

the right of access to, and examination of, sites and information related to this Contract in any Subcontract it awards.

7.03 Response/compliance with audit or inspection findings

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

7.04 SAO Audit

Grantee understands that acceptance of funds directly under the Contract or indirectly through a Subcontract under the Contract acts as acceptance of the authority of the State Auditor's Office (SAO), or any successor agency, 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 SAO must provide the SAO with access to any information the SAO considers relevant to the investigation or audit. Grantee agrees to cooperate fully with the SAO or its successor in the conduct of the audit or investigation, including providing all records requested. Grantee will ensure that this clause concerning the authority to audit funds received indirectly by Subcontractors through Grantee and the requirement to cooperate is included in any Subcontract it awards.

7.05 Confidentiality

Any specific confidentiality agreement between the Parties takes precedent over the terms of this section. To the extent permitted by law, Grantee agrees to keep all information confidential, in whatever form produced, prepared, observed, or received by Grantee. The provisions of this section remain in full force and effect following termination or cessation of the services performed under this Contract.

7.06 Public Information Act

Information related to the performance of this Contract may be subject to the PIA and will be withheld from public disclosure or released only in accordance therewith. Grantee must make all information not otherwise excepted from disclosure under the PIA available in portable document file (".pdf") format or any other format agreed between the Parties.

ARTICLE VIII CONTRACT MANAGEMENT AND EARLY TERMINATION

8.01 Contract Management

To ensure full performance of the Contract and compliance with applicable law, the System Agency may take actions including:

- a. Suspending all or part of the Contract;

- b. Requiring the Grantee to take specific corrective actions in order to remain in compliance with term of the Contract;
- c. Recouping payments made to the Grantee found to be in error;
- d. Suspending, limiting, or placing conditions on the continued performance of the Project;
- e. Imposing any other remedies authorized under this Contract; and
- f. Imposing any other remedies, sanctions or penalties permitted by federal or state statute, law, regulation, or rule.

8.02 Termination for Convenience

The System Agency may terminate the Contract at any time when, in its sole discretion, the System Agency determines that termination is in the best interests of the State of Texas. The termination will be effective on the date specified in HHSC's notice of termination.

8.03 Termination for Cause

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

a. Material Breach

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

b. Failure to Maintain Financial Viability

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

8.04 Equitable Settlement

Any early termination under this Article will be subject to the equitable settlement of the respective interests of the Parties up to the date of termination.

ARTICLE IX MISCELLANEOUS PROVISIONS

9.01 Amendment

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

9.02 Insurance

Unless otherwise specified in this Contract, Grantee will 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 will 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 will 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.

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

9.03 Legal Obligations

Grantee will comply with all applicable federal, state, and local laws, ordinances, and regulations, including all federal and state accessibility laws relating to direct and indirect use of information and communication technology. Grantee will be deemed to have knowledge of all applicable laws and regulations and be deemed to understand them. In addition to any other act or omission that may constitute a material breach of the Contract, failure to comply with this Section may also be a material breach of the Contract.

9.04 Permitting and Licensure

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

9.05 Indemnity

TO THE EXTENT ALLOWED BY LAW, GRANTEE WILL DEFEND, INDEMNIFY, AND HOLD HARMLESS THE STATE OF TEXAS AND ITS OFFICERS AND EMPLOYEES, AND THE SYSTEM AGENCY AND ITS OFFICERS AND EMPLOYEES, FROM AND AGAINST ALL CLAIMS, ACTIONS, SUITS, DEMANDS, PROCEEDINGS, COSTS, DAMAGES, AND LIABILITIES, INCLUDING ATTORNEYS' FEES AND COURT COSTS ARISING OUT OF, OR CONNECTED WITH, OR RESULTING FROM:

- a. GRANTEE'S PERFORMANCE OF THE CONTRACT, INCLUDING ANY NEGLIGENT ACTS OR OMISSIONS OF GRANTEE, OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF GRANTEE, OR ANY THIRD PARTY UNDER THE CONTROL OR SUPERVISION OF GRANTEE, IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT; OR**
- b. ANY BREACH OR VIOLATION OF A STATUTE, ORDINANCE, GOVERNMENTAL REGULATION, STANDARD, RULE, OR BREACH OF CONTRACT BY GRANTEE, ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF GRANTEE, OR ANY THIRD PARTY UNDER THE CONTROL OR SUPERVISION OF GRANTEE, IN THE EXECUTION OR PERFORMANCE OF THIS CONTRACT; OR**
- c. EMPLOYMENT OR ALLEGED EMPLOYMENT, INCLUDING CLAIMS OF DISCRIMINATION AGAINST GRANTEE, ITS OFFICERS, OR ITS AGENTS; OR**

- d. **WORK UNDER THIS CONTRACT THAT INFRINGES OR MISAPPROPRIATES ANY RIGHT OF ANY THIRD PERSON OR ENTITY BASED ON COPYRIGHT, PATENT, TRADE SECRET, OR OTHER INTELLECTUAL PROPERTY RIGHTS.**

GRANTEE WILL COORDINATE ITS DEFENSE WITH THE SYSTEM AGENCY AND ITS COUNSEL. 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 SOLELY FROM THE GROSS NEGLIGENCE OF THE SYSTEM AGENCY OR ITS EMPLOYEES. THE PROVISIONS OF THIS SECTION WILL SURVIVE TERMINATION OF THIS CONTRACT.

9.06 Assignments

Grantee may not assign all or any portion of its rights under, interests in, or duties required under this Contract without prior written consent of the System Agency, which may be withheld or granted at the sole discretion of the System Agency. Except where otherwise agreed in writing by the System Agency, assignment will not release Grantee from its obligations under the Contract.

Grantee understands and agrees the System Agency may in one or more transactions assign, pledge, or transfer the Contract. This assignment will only be made to another State agency or a non-state agency that is contracted to perform agency support.

9.07 Relationship of the Parties

Grantee is, and will be, an independent contractor and, subject only to the terms of this Contract, will have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract will be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create for the System Agency any liability whatsoever with respect to the indebtedness, liabilities, and obligations of Grantee or any other Party.

Grantee will be solely responsible for, and the System Agency will have no obligation with respect to:

- a. Payment of Grantee's employees for all Services performed;
- b. Ensuring each of its employees, agents, or Subcontractors who provide Services or Deliverables under the Contract are properly licensed, certified, or have proper permits to perform any activity related to the Work;
- c. Withholding of income taxes, FICA, or any other taxes or fees;
- d. Industrial or workers' compensation insurance coverage;
- e. Participation in any group insurance plans available to employees of the State of Texas;
- f. Participation or contributions by the State to the State Employees Retirement System;
- g. Accumulation of vacation leave or sick leave; or
- h. Unemployment compensation coverage provided by the State.

9.08 Technical Guidance Letters

In the sole discretion of the System Agency, and in conformance with federal and state law, the System Agency may issue instructions, clarifications, or interpretations as may be required during Work performance in the form of a Technical Guidance Letter. A TGL must be in

writing, and may be delivered by regular mail, electronic mail, or facsimile transmission. Any TGL issued by the System Agency will be incorporated into the Contract by reference herein for all purposes when it is issued.

9.09 Governing Law and Venue

This Contract and the rights and obligations of the Parties hereto will be governed by, and construed according to, the laws of the State of Texas, exclusive of conflicts of law provisions. Venue of any suit brought under this Contract will be in a court of competent jurisdiction in Travis County, Texas unless otherwise elected by the System Agency. Grantee irrevocably waives any objection, including any objection to personal jurisdiction or the laying of venue or based on the grounds of forum non conveniens, which it may now or hereafter have to the bringing of any action or proceeding in such jurisdiction in respect of this Contract or any document related hereto.

9.10 Severability

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

9.11 Survivability

Termination or expiration of this Contract or a Contract for any reason will not release either party from any liabilities or obligations in this Contract that the parties have expressly agreed will survive any such termination or expiration, remain to be performed, or by their nature would be intended to be applicable following any such termination or expiration, including maintaining confidentiality of information and records retention.

9.12 Force Majeure

Except with respect to the obligation of payments under this Contract, if either of the Parties, after a good faith effort, is prevented from complying with any express or implied covenant of this Contract by reason of war; terrorism; rebellion; riots; strikes; acts of God; any valid order, rule, or regulation of governmental authority; or similar events that are beyond the control of the affected Party (collectively referred to as a "Force Majeure"), then, while so prevented, the affected Party's obligation to comply with such covenant will be suspended, and the affected Party will not be liable for damages for failure to comply with such covenant. In any such event, the Party claiming Force Majeure will promptly notify the other Party of the Force Majeure event in writing and, if possible, such notice will set forth the extent and duration thereof.

9.13 No Waiver of Provisions

Neither failure to enforce any provision of this Contract nor payment for services provided under it constitute waiver of any provision of the Contract.

9.14 Publicity

Except as provided in the paragraph below, Grantee must not use the name of, or directly or indirectly refer to, the System Agency, the State of Texas, or any other State agency in any media release, public announcement, or public disclosure relating to the Contract or its subject

matter, including in any promotional or marketing materials, customer lists, or business presentations.

Grantee may publish, at its sole expense, results of Grantee performance under the Contract with the System Agency's prior review and approval, which the System Agency may exercise at its sole discretion. Any publication (written, visual, or sound) will acknowledge the support received from the System Agency and any Federal agency, as appropriate.

9.15 Prohibition on Non-compete Restrictions

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

9.16 No Waiver of Sovereign Immunity

Nothing in the Contract will be construed as a waiver of sovereign immunity by the System Agency.

9.17 Entire Contract and Modification

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

9.18 Counterparts

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

9.19 Proper Authority

Each Party hereto represents and warrants that the person executing this Contract on its behalf has full power and authority to enter into this Contract. Any Services or Work performed by Grantee before this Contract is effective or after it ceases to be effective are performed at the sole risk of Grantee with respect to compensation.

9.20 Employment Verification

Grantee will confirm the eligibility of all persons employed during the contract term to perform duties within Texas and all persons, including subcontractors, assigned by the contractor to perform work pursuant to the Contract.

9.21 Civil Rights

- a. Grantee agrees to comply with state and federal anti-discrimination laws, including:
 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d *et seq.*);
 2. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794);
 3. Americans with Disabilities Act of 1990 (42 U.S.C. §12101 *et seq.*);
 4. Age Discrimination Act of 1975 (42 U.S.C. §§6101-6107);
 5. Title IX of the Education Amendments of 1972 (20 U.S.C. §§1681-1688);
 6. Food and Nutrition Act of 2008 (7 U.S.C. §2011 *et seq.*); and

7. The System Agency's administrative rules, as set forth in the Texas Administrative Code, to the extent applicable to this Agreement.

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.

- b. 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.
- c. Grantee agrees to post applicable civil rights posters in areas open to the public informing clients of their civil rights and including contact information for the HHS Civil Rights Office. The posters are available on the HHS website at: <http://hhscx.hhsc.texas.gov/system-support-services/civil-rights/publications>
- d. 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.
- e. Upon request, Grantee will provide HHSC Civil Rights Office with copies of all of the Grantee's civil rights policies and procedures.
- f. Grantee must notify HHSC's Civil Rights Office of any civil rights complaints received relating to its performance under this 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

TTY Toll Free: (877) 432-7232
Fax: (512) 438-5885.

ATTACHMENT D GENERAL AFFIRMATIONS

By entering into this Contract, Contractor affirms, without exception, as follows:

1. Contractor represents and warrants that these General 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.
2. Contractor represents and warrants that all statements and information provided to the System Agency are current, complete, and accurate. This includes all statements and information relating in any manner to this Contract and any solicitation resulting in this Contract.
3. 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.
4. Under Section 2155.004, Texas Government Code (relating to financial participation in preparing solicitations), Contractor certifies that it is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.
5. Under Section 2155.006, Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), Contractor certifies that it is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.
6. Under Section 2261.053, Texas Government Code (relating to convictions and penalties regarding Hurricane Rita, Hurricane Katrina, and other disasters), Contractor certifies that it is not ineligible to receive this Contract and acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate.
7. Under Section 231.006, Texas Family Code (relating to delinquent child support), Contractor certifies that it is not ineligible to receive the specified grant, loan, or payment and acknowledges that this Contract may be terminated and payment may be withheld if this certification is inaccurate.
8. Contractor certifies that: (a) the entity executing this Contract; (b) its principals; (c) its Subcontractors; and (d) any personnel designated to perform services related to this Contract are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal Department or Agency. 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 payment in whole or in part is from federal funds.
9. Contractor certifies that it, its principals, its Subcontractors, and any personnel designated to perform services related to this Contract are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state, or local governmental entity.
10. Contractor certifies it is in compliance with all State of Texas statutes and rules relating to procurement; and that (a) the entity executing this Contract; (b) its principals; (c) its Subcontractors; and (d) any personnel designated to perform services related to this Contract are not listed on the federal government's terrorism watch list described in Executive Order 13224. Entities ineligible for federal procurement are listed at <https://www.sam.gov/portal/public/SAM/>, which Contractor may review in making this certification. Contractor acknowledges that this Contract may be terminated and payment withheld if this certification is inaccurate. This provision shall be included in its entirety in Contractor's Subcontracts if payment in whole or in part is from federal funds.

**ATTACHMENT D
GENERAL AFFIRMATIONS**

11. In accordance with Texas Government Code Section 669.003 (relating to contracting with the executive head of a state agency), Contractor certifies that it (1) is not the executive head of the System Agency; (2) was not at any time during the past four years the executive head of the System Agency; and (3) does not employ a current or former executive head of the System Agency.
12. 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.
13. Contractor represents and warrants that payments to Contractor and Contractor's receipt of appropriated or other funds under this Contract 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).
14. Contractor represents and warrants that it will comply with Texas Government Code Section 2155.4441, relating to the purchase of products produced in the State of Texas under service contracts.
15. Pursuant to Section 2252.901, Texas Government Code (relating to prohibitions regarding contracts with and involving former and retired state agency employees), Contractor will not allow any former employee of the System Agency to perform services under this Contract during the twelve (12) month period immediately following the employee's last date of employment at the System Agency.
16. Contractor acknowledges that, pursuant to Section 572.069 of the Texas Government Code, a former state officer or employee of the System Agency who during the period of state service or employment participated on behalf of the System Agency in a procurement or contract negotiation involving Contractor may not accept employment from Contractor before the second anniversary of the date the officer's or employee's service or employment with the System Agency ceased.
17. Contractor understands that the System Agency does not tolerate any type of fraud. The System Agency's policy is to promote consistent, legal, and ethical organizational behavior by assigning responsibilities and providing guidelines to enforce controls. Violations of law, agency policies, or standards of ethical conduct will be investigated, and appropriate actions will be taken. All employees or contractors who suspect fraud, waste or abuse (including employee misconduct that would constitute fraud, waste, or abuse) are required to immediately report the questionable activity to both the Health and Human Services Commission's Office of the Inspector General at 1-800-436-6184 and the State Auditor's Office. Contractor agrees to comply with all applicable laws, rules, regulations, and System Agency policies regarding fraud including, but not limited to, HHS Circular C-027.
18. Contractor represents and warrants that it has not violated state or federal antitrust laws and has not communicated its bid for this Contract directly or indirectly to any competitor or any other person engaged in such line of business. Contractor hereby assigns to System Agency any claims for overcharges associated with this Contract under 15 U.S.C. § 1, *et seq.*, and Texas Business and Commerce Code § 15.01, *et seq.*
19. 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 numbered paragraph 1 of these General Affirmations within the five (5) calendar years immediately preceding the execution of this Contract 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 the 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 the 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 the System Agency's consideration of entering

**ATTACHMENT D
GENERAL AFFIRMATIONS**

- into this Contract. In addition, Contractor represents and warrants that it shall notify the 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 the System Agency shall constitute breach of contract and may result in immediate termination of this Contract.
20. 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.
 21. 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, statues, codes, and other laws that pertain to this Contract.
 22. Contractor represents and warrants that the individual signing this Contract is authorized to sign on behalf of Contractor and to bind Contractor.

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**ATTACHMENT E
GRANT SUPPLEMENTAL & SPECIAL CONDITIONS**

SUPPLEMENTAL CONDITIONS

There are no Supplemental Conditions for this Contract that modifies this Contract's HHS Uniform Terms and Conditions.

SPECIAL CONDITIONS

SECTION 1.01 NOTICE OF CONTRACT ACTION

Grantee shall notify their assigned contract manager if Grantee has had any contract suspended or terminated for cause by any local, state or federal department or agency or nonprofit entity within five days of becoming aware of the action and include the following:

- a. Reason for such action;
- b. Name and contact information of the local, state or federal department or agency or entity;
- c. Date of the contract;
- d. Date of suspension or termination; and
- e. Contract or case reference number.

SECTION 1.02 NOTICE OF BANKRUPTCY

Grantee shall notify in writing its assigned contract manager of its plan to seek bankruptcy protection within five days of such action by Grantee.

SECTION 1.03 NOTICE OF CRIMINAL ACTIVITY AND DISCIPLINARY ACTIONS

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

SECTION 1.04 GRANTEE'S NOTIFICATION OF CHANGE OF CONTACT PERSON OR KEY PERSONNEL

The Grantee shall notify in writing their contract manager assigned within ten days of any change to the Grantee's Contact Person or Key Personnel.

**ATTACHMENT E
GRANT SUPPLEMENTAL & SPECIAL CONDITIONS**

SECTION 1.05 NOTICE OF A LICENSE ACTION

Grantee shall notify their contract manager of any action impacting its license to provide services under this Contract within five days of becoming aware of the action and include the following:

- a. Reason for such action;
- b. Name and contact information of the local, state or federal department or agency or entity;
- c. Date of the license action; and
- d. License or case reference number.

SECTION 1.06 INTERIM EXTENSION AMENDMENT

- a. Prior to or on the expiration date of this Contract, the Parties agree that this Contract can be extended as provided under this Section.
- b. The System Agency shall provide written notice of interim extension amendment to the Grantee under one of the following circumstances:
 1. Continue provision of services in response to a disaster declared by the governor; or
 2. To ensure that services are provided to clients without interruption.
- c. The System Agency will provide written notice of the interim extension amendment that specifies the reason for it and period of time for the extension.
- d. Grantee will provide and invoice for services in the same manner that is stated in the Contract.
- e. An interim extension under Section (b)(1) above shall extend the term of the contract not longer than 30 days after governor's disaster declaration is declared unless the Parties agree to a shorter period of time.
- f. An interim extension under Section (b)(2) above shall be a one-time extension for a period of time determined by the System Agency.

ATTACHMENT E
GRANT SUPPLEMENTAL & SPECIAL CONDITIONS

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.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <input type="text"/>	TITLE <input type="text"/>
APPLICANT ORGANIZATION <input type="text"/>	DATE SUBMITTED <input type="text"/>

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 <input type="text"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: <input type="text"/> Middle Name: <input type="text"/>
* Last Name: <input type="text"/>	Suffix: <input type="text"/>
* Title: <input type="text"/>	
* SIGNATURE: <input type="text"/>	* DATE: <input type="text"/>

Fiscal Federal Funding Accountability and Transparency Act (FFATA) CERTIFICATION

The certifications enumerated below represent material facts upon which DSHS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DSHS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DSHS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances. **If the Signor cannot certify all of the statements contained in this section, Signor must provide written notice to DSHS detailing which of the below statements it cannot certify and why.**

Legal Name of Contractor:	FFATA Contact # 1 Name, Email and Phone Number:
Primary Address of Contractor:	FFATA Contact #2 Name, Email and Phone Number:
ZIP Code: 9-digits Required www.usps.com <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>	DUNS Number: 9-digits Required www.sam.gov <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>
State of Texas Comptroller Vendor Identification Number (VIN) 14 Digits <div style="border: 1px solid black; width: 100%; height: 20px; margin-top: 5px;"></div>	

Printed Name of Authorized Representative	Signature of Authorized Representative
Title of Authorized Representative	Date

**Fiscal Federal Funding Accountability and Transparency Act
(FFATA) CERTIFICATION**

As the duly authorized representative (Signor) of the Contractor, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

Did your organization have a gross income, from all sources, of less than \$300,000 in your previous tax year? Yes No

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification.
If your answer is "No", answer questions "A" and "B".

A. Certification Regarding % of Annual Gross from Federal Awards.

Did your organization receive 80% or more of its annual gross revenue from federal awards during the preceding fiscal year? Yes No

B. Certification Regarding Amount of Annual Gross from Federal Awards.

Did your organization receive \$25 million or more in annual gross revenues from federal awards in the preceding fiscal year? Yes No

If your answer is "Yes" to both question "A" and "B", you must answer question "C".
If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

C. Certification Regarding Public Access to Compensation Information.

Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? Yes No

If your answer is "Yes" to this question, where can this information be accessed?

If your answer is "No" to this question, you must provide the names and total compensation of the top five highly compensated officers below.

Provide compensation information here:

Certificate Of Completion

Envelope Id: 3132400EC15343D5AEE162F7076A28C3	Status: Sent
Subject: \$311,162; HHS000059600001; Hidalgo County; DSHS/CMS	
Source Envelope:	
Document Pages: 49	Signatures: 0
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	
Envelope Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-06 00) Central Time (US & Canada)	Texas Health and Human Services Commission
	1860 Michael Faraday Dr
	Reston, VA 20190
	PCS_DocuSign@hhsc.state.tx.us
	IP Address: 167.137.1.16

Record Tracking

Status: Original	Holder: Texas Health and Human Services	Location: DocuSign
December 15, 2017	Commission	
	PCS_DocuSign@hhsc.state.tx.us	

Signer Events

Signature	Timestamp
Ramon Garcia	Sent: December 15, 2017
Ramon.garcia@co.hidalgo.tx.us	
Hidalgo County Judge	
Hidalgo County	
Security Level: Email, Account Authentication (None)	
Electronic Record and Signature Disclosure: Not Offered via DocuSign	

Dr. John Hellerstedt
john.hellerstedt@dshs.texas.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Donna Tabron	COPIED	Sent: December 15, 2017
donna.tabron@hhsc.state.tx.us		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Carbon Copy Events	Status	Timestamp
Kevin Ruiz kevin.ruiz@dshs.texas.gov Contract Manager Texas Health and Human Services Commission Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: December 15, 2017
Eduardo Olivarez Eddie.olivarez@hchd.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: December 15, 2017
Mike Escaname Mike.escaname@hchd.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: December 15, 2017 Viewed: December 15, 2017
CMU Contract Inbox cmucontracts@dshs.texas.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	December 15, 2017
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Payment Events	Status	Timestamps
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