



Working to end sexual violence in Maryland

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Special Conditions

Project Title:	FVPSA ARP SA Grant – Support for Sexual Assault Survivors (SSAS)
Implementing Agency:	Maryland Coalition Against Sexual Assault, Inc. (MCASA)
Award Period:	July 1, 2023 – December 31, 2024

1. Award Period of Performance

Approval by Maryland Coalition Against Sexual Assault (MCASA) of the submitted application, and the subaward that it has generated, is for the time period stated in this Subaward Package and constitutes no commitment for funding prior to the time period nor the continuation of funding beyond that time period. The subaward may be terminated by one or both parties with written notice. If the subaward is terminated before the end of the funding period, an accounting of the current quarterly and year to date expenses must be provided within 60 calendar days. Also see the General Condition related to Termination of the Subaward.

2. Statutes and Requirements of State and Federal Funds

This sub-award is subject to all State of Maryland and Federal statutes and requirements that apply to the relative funding source.

3. General and Special Conditions (POST AWARD INSTRUCTIONS)

This subaward is subject to the Special Conditions contained in your award packet and these General Conditions (Post Award Instructions). The Maryland Coalition Against Sexual Assault retains the right to add Special Conditions, if and when needed, during the award period of performance. General Conditions and Special Conditions will be posted on MCASA’s website at <https://mcasa.org/providers/funding-opportunities>.

It is important that you carefully review all Special Conditions and General Conditions attached to this award. The chief elected official, or another legally authorized official of the jurisdiction, state agency, or 501(c)(3) receiving the grant award, must sign the original Grant Award & Acceptance Form, initial each page of the Special Conditions and General Conditions documents, and return to mgrants@mcasa.org with thirty (30) days.

4. Sub-award Acceptance Document

The original Award Acceptance document containing the signature of MCASA’s Executive Director and Counsel must be signed (electronic signature is acceptable) by the Authorized Official noted on the submitted application. This signed document must be emailed to mgrants@mcasa.org WITHIN 21 CALENDAR DAYS

of receipt of the award package. Late submission will be accepted on a case by case basis and may result in an increased risk/monitoring level of the subaward, a delay in the project activity and related reimbursement, and/or termination of the subaward. Acceptance of this subaward constitutes a commitment. The Authorized Official on the submitted application is the County Executive, Duly Authorized Official of the local unit of Government, Mayor, Commissioner, Town Administrator (if confirmed), President (if confirmed), or if agencies are permitted to apply directly, the head of the agency receiving the subaward.

5. Notification of Project Commencement Form

The Notice of Project Commencement/Delay form must be initialed in the Award Information Verification Section AND signed at the bottom (electronic signature is acceptable) preferably by the Project Director. Alternatively, if the Project Director is unavailable, the Fiscal Contact or Authorized Official may sign. The signed document must be emailed to mgrants@mcasa.org within 30 calendar days of the receipt of the award package. Late submission will be accepted on a case by case basis and may result in an increased risk/monitoring level of the subaward, a delay in the project activity and related reimbursement, and/or termination of the subaward. Please be advised reporting will not be accepted until the signed Award Acceptance and Project Commencement documents have been received by MCASA. NOTE: If the project will not commence within 45 calendar days of the start date of the period of performance, you may submit a Grant Adjustment Notice (GAN) to mgrants@mcasa.org for review and approval. Any delay to the start date of this project does not warrant, or necessarily allow an extension to the end date.

6. Conditions

It is important that you review all conditions attached to this subaward including general and special conditions. Each General and Special Condition page must be initialed by the Authorized Official* on the bottom right hand corner (electronic signature is acceptable). The initialed General and Special Condition pages must be emailed to mgrants@mcasa.org within 21 calendar days of receipt of the award package. Late submission will be accepted on a case by case basis and may result in an increased risk/monitoring level of the subaward, a delay in the project activity and related reimbursement, and/or termination of the subaward. *See General Conditions below related to the Authorized Official.

7. Subrecipient Organizational Capacity Questionnaire

This questionnaire (https://mcasa.org/assets/files/Appendix_D_-_MCASA_SA_ARP_Subrecipient_Organizational_Capacity_Questionnaire_-_Final.pdf), submitted with the application, is used as an assessment tool post award for the purpose of determining the appropriate subrecipient monitoring and technical assistance level. Please note, this document is not part of the criteria used in making award decisions. Sub-award Budget Notice and New Personnel

8. Budget Notice

The approved Budget Notice is included in your subaward packet. This Budget Notice may have been modified from the project budget submitted in the original application and represents approved expenses for the project. Any delays in hiring must be reported to your Program Fund Manager in writing within 30 calendar days of receipt of the subaward package. If project personnel are not hired within 60 calendar days, project personnel allocations may be deobligated at the discretion of MCASA. Also see General Condition related to Key Personnel.

9. Personnel Costs

Support of Salaries, Wages, and Fringe Benefits: Charges made to awards for salaries, wages, and fringe

benefits must be based on records that accurately reflect the work performed and comply with the established policies and practices of the organization. 2 CFR §200.430 (Compensation - personnel services) and 2 CFR §200.431 (Compensation - fringe benefits)

The use of percentages is not allowable to claim personnel costs. Records to support claimed costs in this category need to include timesheets or time and effort reports that record actual time charged to allowable grant program activities and signed by a supervisor. When necessary and as an alternative, payroll records may reflect certified after the fact work distribution of an employee's actual work activities. The certification statement must reflect the dates and number of hours charged to the award and the specific activities that were completed. The certification statement must be dated and signed by the supervisor, and the grant number must also be included in the statement.

10. Consultant Rates

The threshold for consultant rates is \$650 per day. Rates above this threshold will be considered on a case by case basis, with sufficient budget justification. Advanced approval is required.

11. Supplanting

Supplanting is the use of grant funds to replace state or local funds which were previously appropriated/budgeted for, or otherwise would have been spent on, the specific purpose(s) for which this subaward has been awarded. Any line item paid for with MCASA grant funds must be used to supplement your organization's existing budget and may not replace any funds that were already included in your entity's existing or projected budget.

12. Budgeted Match Above Standard Requirements

A match is not required as part of this award.

13. Expended Grant Funds During Award Period

All grant funds related to the subaward project must be encumbered, obligated (requisitions, purchase orders, or contracts, which are negotiated purchases) or expended (payment of an invoice) by the end of the subaward period or any pre-authorized extension thereof. Failure to expend encumbered funds within 30 calendar days following the End Date of the award period may jeopardize reimbursement and/or result in the deobligation of funds. In that event, remaining obligations will be the sole responsibility of the subrecipient.

14. Property Inventory Report Form

The submission of the Property Inventory Report Form (PIRF) is a requirement for each financial reimbursement request that includes equipment with acquisition costs of \$5,000 or more per unit, that is approved under this subaward.

15. Procurement

If the subrecipient does not have written procurement guidelines, the subrecipient must refer to the State of Maryland Procurement Policy and Procedures, which includes the consideration of Minority Business Enterprises (MBE). An overview of Maryland Procurement may be accessed here:

<https://procurement.maryland.gov/> and the manual can be found here:

<https://procurement.maryland.gov/maryland-procurement-manual-1-introduction-and-general-overview/>.

16. Issuance of Request for Proposals, Bids, Procurement Process

When issuing requests for proposals, bid solicitations, or other procurement requests, all subrecipients shall clearly state within said document that the cost of the potential purchase is being funded in part, or in its entirety, with these grant funds.

17. Contracts

A copy of all contracts associated with line items listed in the Contractual Services category must be submitted to MCASA via mgrants@mcasa.org. If a contract has not been agreed to, a draft or detailed description of the contract should be submitted and a copy of the executed contract submitted within 10 business days of the agreement. Activities related to sub-agreements or contracts in your award cannot occur until MCASA has received and approved a copy of the signed agreement/contract.

18. Indirect and Direct Costs

The awardee certifies that all proposed costs are consistently charged as either indirect or direct costs and are not double charged or inconsistently charged as both. Furthermore, the awardee certifies that the same principle (shared cost allocation, 10% de minimis or negotiated indirect cost rate) are used consistently across all their federal awards.

19. Modifications to Subaward

You are required to submit a GAN to mgrants@mcasa.org if the budget modification changes the scope of the project, the project award period, and/or changes to Project Director or Fiscal Officer. This would include altering the period of performance, goals, activities and/or outcomes, adding budget line items, authorizing use of a subcontractor or other organization that was not identified in the original approved budget, or contracting for or transferring of grant award efforts; or if a budget modification affects more than one budget category and greater than 10% of the total award. For example, if you wish to transfer funds between the Equipment and Personnel categories and the total amount transferred is more than 10% of the total award, a GAN must be submitted.

Requests for changes or modifications must be submitted to mgrants@mcasa.org at least 30 calendar days prior to the end of the award through an email and approved by the MCASA prior to the occurrence. To be clear, the activity may not take place until the Authorized Official and/or the Project Director receives documented approval from MCASA. This approval will come via email. MCASA reserves the right to approve or deny budget modifications for activities that occurred without an approved GAN.

Subrecipients are not required to submit a GAN if the proposed changes are within both the same budget category and existing line items and if the overall changes do not exceed the total budget category (i.e. you are not requesting additional funding). Additionally, subrecipients are not required to submit a GAN to change the name(s) of approved grant funded personnel as a result of staffing changes. Subrecipients should update the mgrants@mcasa.org/the Program Fund Manager of staffing changes via email or by including this information on the next quarterly progress reports.

The recipient should act as soon as possible to submit a GAN via mgrants@mcasa.org. All GANs must be submitted at least 30 days prior to the end of the award period. Exceptions for GANs within 30 days of the end of the award period will be considered on a case by case basis. Requests for an exception must be submitted via email to mgrants@mcasa.org with sufficient justification to permit consideration of the request.

There are two types of GANs as follows:

- a. General GAN - must be submitted to make any type of non-budgetary change to a grant to include, but not limited to, project scope, changes to the period of performance, and personnel changes.
- b. Budget GAN - must be submitted to make any changes to line items within the budget to include, but not limited to, reallocating funding, adding budget line items, deobligating funds, and requesting additional funding.

Depending on the adjustments requested, the subrecipient may need to submit a general and/or a budget GAN.

GANs must be completed by one of the following authorized personnel: authorized official, project director, the fiscal officer, or pre-approved alternative authorized signatory. GANs submitted by anyone else will be returned to the subrecipient.

20. Authorized Official/Alternate Authorized Official

The Authorized Official must possess the authority to enter into a legal agreement on behalf of the entity and bind it to the award terms and conditions. The Authorized Official on the submitted application is the County Executive, Duly Authorized Official of the local unit of Government, Mayor, Commissioner, Town Administrator (if confirmed), President (if confirmed), or if agencies are permitted to apply directly, the head of the agency receiving the subaward.

If there is a change of the person in the Authorized Official position, a letter, on letterhead, must be submitted to MCASA via mgrants@mcasa.org contain all of the following:

1. Authorized official's contact information: All of the contact information listed on the new user page (name, title, organization, address, phone, email, etc.) for the new authorized official.
2. Statement of authority: The new authorized official must state that they are the authorized official for the organization and provide their job title and the date on which they assumed the role of authorized official.
3. Signature of the new authorized official.

The Alternate Authorized Signatory is not the same as the Authorized Official. The Alternate Authorized Signatory is a person permitted to sign on behalf of the Authorized Official (county executive, mayor, town administrator, president); Authorized Point of Contact (head of any sub-unit of government, agency, division, department, or bureau); Project Director and/or Fiscal Officer. To authorize an alternate signatory, the person granting authorization for another party to sign on their behalf must follow the three steps documented above. The purpose of the request must be acknowledged in the letter (e.g. sign all award documents at all times, change of personnel, in case of illness, vacation, leave of absence, etc.). If authorization is to sign all award documents at all times please attach a copy, if applicable, of an Executive Order, or the vote from Council minute meetings.

Subrecipients may use the same directions above to make additional updates to the Alternative Authorized Signatory to include, but not limited to, removal of personnel no longer authorized to make grant changes on behalf of the organization.

21. Issuance of Statements, Press Releases, or Other Documents

When issuing public statements, press releases, or other documents relating to this project or when conferences, seminars, workshops, or forums are held in reference to this project, the subrecipient agrees that the source of funding of this project and the role of MCASA must and will be clearly acknowledged. The subrecipient will ensure that all publications resulting from this project will have the following language on the publication: "The Maryland Coalition Against Sexual Assault funded this project under sub-award number FVPSA 00438 (your sub-award number), under FVPB-2021-0001 funded by the Governor's Office of Crime Prevention, Youth and Victim Services (GOCPYVS).

. All points of view in this document are those of the author and do not necessarily represent the official position of MCASA, GOCPYVS, or any State or Federal agency."

MCASA appreciates acknowledgment when issuing public statements, press releases, or other documents relating to this project or when conferences, seminars, workshops, or forums are held in reference to this project.

22. Reproduction and Sharing of Subaward and Project Materials

MCASA has the right to reproduce, with attribution, and share any and all materials and documents generated as a result of this subaward and project.

23. Privacy and Confidentiality of Client Records

The subrecipient must comply with federal regulations and state laws concerning the privacy and confidentiality of client records, including statistical information gathered for research purposes.

24. Submission of Quarterly Report Forms in line with Project Scope

The subrecipient must implement the project in accordance with the approved narrative and budget set-forth in the subaward. All Quarterly Report Forms (Progress Reports, Performance Measurements, and Financial Reports) must be submitted via email to mgrants@mcasa.org in accordance with policy, MCASA may freeze the release of funds until a subrecipient is current in the filing of all programmatic and financial reports and said reports have been approved by MCASA.

PROGRAM REPORTS: Progress Reports and Performance Measurements must be submitted via mgrants@mcasa.org on a quarterly basis. Additionally, federal required reports, as applicable to include the Performance Measurement Tool (PMT), are due no later than 10 calendar days after the end of each quarter. This due date is prior to the submission of relative quarterly financial reports. Financial reports submitted with Programmatic reports cannot be processed for payment until programmatic reports are submitted. Where the start date of any subaward may vary, the quarterly time frames are constant. Those time frames and the relative due dates are:

07/01 - 09/30: reports due 10/10

10/01 - 12/31: reports due 01/10

01/01 - 03/31: reports due 04/10

04/01 - 06/30: reports due 07/10

In addition, MCASA may require an Annual Progress Report which would be documented in the Special Conditions. This information will be used to monitor and assess the program to determine if it is meeting the

stated goals and objectives, supports the State Crime Control and Prevention Strategy Plan and complies with federal requirements. Failure to submit these reports in the prescribed time may prevent the disbursement of funds.

FINANCIAL REPORTS: The Financial Report form must be electronically submitted within 15 calendar days after the end of each quarter for awardees receiving quarterly reimbursement. The Award Acceptance, Project Commencement, Progress and Performance Measurement Reports must be submitted prior to processing the quarterly financial report. If the above noted documents and program reports have not been submitted within the required time frame, financial reports may be denied and returned. Where the start date of any subaward may vary, the quarterly time frames are constant. Those time frames and the relative due dates are:

07/01 - 09/30: reports due 10/15

10/01 - 12/31: reports due 01/15

01/01 - 03/31: reports due 04/15

04/01 - 06/30: reports due 07/15

There are two exceptions to the above timeline. The first, is if a subaward does not end at the end of a quarter. The second is for nonprofit agencies that qualify for and have been granted monthly reimbursement for a particular subaward. In these instances, the financial report is due on the 15th of the following month.

MCASA is acting as a passthrough administrator for funds awarded to the Governor's Office of Crime Prevention, Youth & Victim Services (GOCPYVS). Funds will not be distributed to sub-awardees until funds are received by MCASA from the GOCPYVS. MCASA will notify the subgrantee if funds are delayed

25. Submission of Revised Financial Report⁷

The Financial Reports must be submitted no later than 15 calendar days from the end of the reporting period. If the initial 15 calendar day submission is not your actual final report for the reporting period, the subrecipient must email the mgrants@mcasa.org stating that the report is not final at the same time that the financial report is submitted electronically, which is no later than 15 calendar days from the end date of the reporting period. Submission of a "Final/Revised" report must be emailed to MCASA staff described above via mgrants@mcasa.org for this particular subaward no later than 60 calendar days after the end of the reporting period. Revisions should contain clearly indicated corrections on a copy of the previously submitted 15-day report, with the words "Final/Revised" labeled across the top.

Additionally, the "Final/Revised" submission document must include the dated signatures from the authorized agency representative. The corrections must be actual expenditures, not the variance. At the end of the subaward period, MCASA reserves the right to complete an administrative closeout and deobligate remaining funds on any subaward that does not comply with this requirement.

26. Final Financial Reports

At the conclusion of the grant, ALL Final financials must be submitted within 50 days or MCASA reserves the right to complete an administrative closeout on this grant award and de-obligate all remaining funds.

27. Failure to Submit Reports within allotted time frame

Failure to submit any report within the allotted time frame(s) noted in the above conditions, or any pre-

authorized extension thereof, may result in the delay or prevention of payment, and/or the deobligation of funds. If late reporting occurs, the expenditure or obligation may become the responsibility of the subrecipient.

28. Holding Funds

In accordance with policy, MCASA will hold the release of funds until a subrecipient is current in the filing of all reports, submission of documentation, and have resolved any remaining issues.

29. Monitoring Expenditures

In order to verify the appropriateness of all grant fund related expenditures, MCASA staff will monitor the use of grant funds as reported by subrecipients. Back-up documentation must be maintained on-site, be available upon request, correlate with the mandatory quarterly reporting, and be maintained as necessary to provide that obligations under this subaward and other such standards as they apply are being met. MCASA, the Governor's Office of Crime Prevention, Youth, and Victim Services, State Legislative Auditors, or any State or Federal authorized representatives must have access to any documents, papers, or other records of recipients which are pertinent to the award, in order to make audits, examinations, excerpts, and transcripts. Please also see the General Condition on Records Retention.

30. Records Retention

Retain all financial records, supporting documents, statistical records, and all other records pertinent to the award for a period of 3 years from the date of submission of the final programmatic and financial reports. Retention is required for purposes of examination and audit. Records may be retained in an electronic format. Please also see the General Condition on Monitoring Expenditures and 2 C.F.R. 200.333 regarding federal requirements.

31. Termination of Subaward

The performance of work under this award may be terminated by MCASA in accordance with this clause in whole, or in part, whenever MCASA determines that such termination is in the best interest of the agency. If the subrecipient fails to fulfill obligations under this award properly and on time, or otherwise violates any provisions of the subaward, MCASA may terminate the award by written notice to the subrecipient. The notice shall specify the acts or omissions relied upon as cause for termination. All finished or unfinished supplies and services provided by the subrecipient shall become MCASA property. MCASA will pay all reasonable costs associated with this program that the subrecipient has incurred prior to the date of termination, and all reasonable costs associated with the termination of the subaward. When an award is terminated or partially terminated, the awarding agency or pass-through entity and the recipient or subrecipient remain responsible for compliance with the requirements in 2 C.F.R. § 200.343 (Closeout) and 2 C.F.R. § 200.344 (Post-closeout adjustments and continuing responsibilities).

32. Civil Rights Discrimination

The subrecipient affirms that it shall not discriminate in any manner against any employee, applicant for employment, or clients of services, because of race, color, religion, creed, age, sex, marital status, national origin, ancestry, sexual orientation, pregnancy, physical or mental handicap, or limited English proficiency, so as reasonably to preclude the performance of such employment and/or services provided. The subrecipient also agrees to include a provision like that contained in the preceding sentence for any underlying sub-contract, except a sub-contract for standard commercial supplies or raw material. The subrecipient must have a non-discrimination poster, publicly displayed, acknowledging that the entity does not discriminate and provides an avenue for employees, program beneficiaries, and any relative vendors to report discrimination. Formal

complaints may be submitted online at Maryland Commission on Civil Rights: <https://mccr.maryland.gov/>; (410)767-8600; U.S. Department of Health and Human Services, Office for Civil Rights: <https://www.hhs.gov/ocr/complaints/index.html>; (800) 368-1019, United States Equal Employment Opportunity Commission: <https://www.eeoc.gov/>; (800) 669-4000. Also see the General Conditions related to Civil Rights Federal Reporting Requirements and Applicable Statutorily-imposed Nondiscrimination Requirements.

33. Civil Rights Federal Non-Discrimination Compliance Documentation

Recipients as well as subrecipients of Federal Financial Assistance through the Office of Health and Human Services are subject to various Federal Civil Rights Laws such as those related to discrimination on the basis of race, color, national origin, sex, religion or disability. You may be required to submit evidence of compliance, including the EEOP Utilization Report used for DOJ funding as a condition of this grant.

34. Proof of Applicable Audit Regulations - On Site

All subrecipients must have proper documentation to present to the Office upon request, to prove compliance with the Audit Regulations that apply. Local and State governments must have proof that they had an annual audit and submitted said audit to the State Legislature in September of the year of their subaward. Non-Profit Organizations must follow guidance located on the Maryland Secretary of State's website under the Charitable Division, located here: <https://sos.maryland.gov/Charity/Pages/Instructions.aspx>.

35. Single Audit Requirement

If your entity spends \$750,000 or more per fiscal year in federal funds, a Single Audit is required in accordance with 2 CFR §200.514. If the audit discloses findings on MCASA grants, provide a copy of the report so that we may issue a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521

36. ACORN

The subrecipient agrees and understands that it cannot use any grant funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries.

37. Reporting Fraud, Waste and Abuse

The subrecipient must promptly report any credible evidence of fraud, waste, abuse and similar misconduct with grant funding.

38. Federal Financial Guidance

In addition to MCASA's General Conditions (Post Award Instructions) and Special Conditions, the subrecipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards available at <http://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75> and are consistent with the terms and conditions of your award. Food and Conference Costs

In order to follow the federal guidelines, MCASA will not approve any food and/or beverage costs associated with meetings, training, conferences, and/or other events. All conference costs will be thoroughly examined

for compliance with the federal requirements. This restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy. MCASA may consider exceptions to this General Condition for non-federal funded grants.

39. Applicable Statutorily-imposed Nondiscrimination Requirements

Subrecipients will comply (and will require any subrecipients or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include § Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d; Omnibus Crime Control and Safe Streets Act of 1968, as amended, 34 U.S.C. §§ 10228(c) & 10221(a); Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681; Title II of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12132; Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102; Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); Violence Against Women Act of 1994, as amended, 34 U.S.C. § 12291(b)(13); and Partnerships with Faith-Based and Other Neighborhood Organizations, (28 CFR Part 38).

40. DUNS and SAM.Gov Requirements

Throughout the entire period of the grant, the subrecipient must maintain a valid unique identifier (currently DUNS Number) and current registration with SAM.Gov. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. It is provided by the commercial company Dun and Bradstreet. SAM is the repository for certain standard information about federal financial assistance applicants, recipients, and subrecipients.

Access to SAM.GOV: <https://sam.gov/SAM/>

41. Computer Equipment/Program/Network Procurement

No award funds may be used to maintain or establish a computer network unless such network prohibits the viewing, downloading, and exchanging of pornography, and nothing limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

42. Hire within 60 days

All project personnel supported with grant funding must be hired within 45 calendar days of receipt of the grant award package. Any delays in hiring must be reported in writing within 30 calendar days of receipt of the grant award package. If project personnel are not hired within 45 calendar days, project personnel allocations may be deobligated at the discretion of MCASA.

43. No distracted Driving While Performing Program Duties

Subrecipients are to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

44. Services to those with Limited English Proficiency

The subrecipients are obligated to provide services to Limited English Proficient (LEP) individuals.

State Government Article, Subtitle 11- Equal Access to Public Services for Individuals with Limited English Proficiency, §§10-1101—10-1105, Annotated Code of Maryland.

45. Drug-Free Workplace Requirements

Subrecipients are subject to the applicable requirements regarding the state and federal drug free workplace requirements. The state's policy can be found here: State of Maryland Substance Abuse Policy -- <https://dbm.maryland.gov/employees/Documents/Policies/SubstanceAbusePolicy.pdf>. The Federal Government-wide Requirements for Drug-Free Workplace (Grants) is codified at 28 C.F.R. Part 83.

Acknowledgments

MCASA notes that the source of these General Conditions are primarily the General Conditions used by the Governor's Office of Crime Control & Prevention, edited for applicability and redundancy with Special Conditions.

Funding for this grant was provided by the United States Department of Health and Human Services' (DHHS) Family Violence Prevention Service Act American Rescue Plan Sexual Assault Funding (FVPSA ARP Sexual Assault) as a supplement for Coronavirus Disease 2019 (COVID-19) Outbreak Emergency Preparedness