



Working to end sexual violence in Maryland

P.O. Box 8782
Silver Spring, MD 20907
www.mcasa.org

Phone: 301-328-7023
Fax: 301-328-7168
SALI (legal): 301-565-2277

Special Conditions

Project Title:	GFRCC – 2023, General Funds for Rape Crisis Centers
Implementing Agency:	Maryland Coalition Against Sexual Assault, Inc. (MCASA)
Award Period:	July 1, 2023 – June 30, 2024

1. General Conditions

This grant award is subject to the General Conditions (POST AWARD INSTRUCTIONS) found on the GOCPYVS website (<http://www.goccp.maryland.gov/grants/general-conditions.php>). The aforementioned General Conditions/Post Award Instructions are REQUIRED to be reviewed, should be printed for your reference and are subject to change without written notice.

In addition, the Tips and Guidance page is provided as a resource on the GOCPYVS website (<http://goccp.maryland.gov/grants/tips-and-guidance/>) to address frequently asked questions.

2. SAM.gov and Unique Entity ID (UEI) Requirements

Throughout the entire period of this grant, the subrecipient must maintain a current registration at the federal System for Award Management website, SAM.gov, and the valid Unique Entity ID (UEI) that is associated with the SAM.gov registration. If the SAM.gov registration expires during the life of the grant, the subrecipient will not be able to draw down grant funds until the SAM.gov registration and the UEI have been reactivated.

A UEI is a universal identifier of entities that receive federal funds. The UEI facilitates the verification of an entity's good standing and the tracking of federal funds received by the entity. Information about the SAM.gov and its registration procedures can be found at www.SAM.gov.

3. Confidentiality Requirements

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

4. Confidentiality Requirements for Juvenile Records

That the sub-recipient complies with federal regulations and state laws concerning the privacy and confidentiality of juvenile records, including statistical information gathered for research purposes.

5. OVC - #26 Restrictions on "lobbying"

[omitted – applies to federal funds and OVC]

6. Contractual Services

A copy of all contracts associated with line items listed in the Contractual Services category must be submitted to MCASA via mgrants@mcasa.org.

7. Final Quarterly Report

Final quarterly programmatic reports indicating progress towards the attainment of each program/project objective must be submitted no later than 10 calendar days from the End Date of the sub-award. Financial reports will not be processed unless Programmatic Reports are in submitted.

The FINAL Financial Report must be submitted no later than 20 calendar days from the End Date of this sub-award.

If the initial 20 calendar day submission is not your actual FINAL report, send an email to mgrants@mcasa.org.

Submission of a "Not Final" report will require a "Final/Revised" report to be submitted no later than 50 calendar days after the End Date of the sub-award. Revised reports may only be submitted if an initial 20 calendar day report was submitted as required. ALL Final financials must be submitted within the 50 days or MCASA reserves the right to complete an administrative closeout on this grant award and de-obligate all remaining funds.

Revisions are a manual process that requires handwritten corrections on a copy of the previously submitted 20 day report, with the word "FINAL" written in red ink. The corrections must be actual expenditures, not the variance. New signatures and current dates are required in blue ink. The revised report can be mailed, emailed, or delivered.

8. Document Retention

Receipts and/or back-up documentation reflecting actual expenditures must be kept on file. Reimbursements to sub-recipients will not exceed actual costs.

9. Agreement to Expend Funds

The subrecipient agrees to spend funds in support of approved grant activities and will provide MCASA will notice to mgrants@mcasa.org if they anticipate any obstacle to expending funding. Funding expenditure will be reviewed quarterly and awards may be reduced and redistributed if funds are not expended in a timely manner in accordance with the approved project.