



**Department of Health and Human Services**  
Substance Abuse and Mental Health Services Administration  
Center for Substance Abuse Treatment

**Notice of Award**  
FAIN# H79TI081937  
Federal Award Date  
05/13/2022

**Recipient Information**

- 1. Recipient Name**  
JACKSONVILLE, CITY OF  
117 W DUVAL ST STE 400  
  
JACKSONVILLE, 32202
- 2. Congressional District of Recipient**  
05
- 3. Payment System Identifier (ID)**  
1596000344B4
- 4. Employer Identification Number (EIN)**  
596000344
- 5. Data Universal Numbering System (DUNS)**  
004076998
- 6. Recipient's Unique Entity Identifier**  
HMGLC26EUPC4
- 7. Project Director or Principal Investigator**  
MONIQUE NICHOLS  
  
nmonique@coj.net  
904-255-1040
- 8. Authorized Official**  
Teri Hamlyn  
thamlyn@coj.net  
904-255-1046

**Federal Agency Information**

- 9. Awarding Agency Contact Information**  
Tomara Baker  
Grants Management Specialist  
Center for Substance Abuse Treatment  
Tomara.Baker@samhsa.hhs.gov  
(240) 276-1407
- 10. Program Official Contact Information**  
Frantishka McCrimmon  
  
Center for Substance Abuse Treatment  
frantishka.mccrimmon@samhsa.hhs.gov  
240-276-2900

**Federal Award Information**

- 11. Award Number**  
5H79TI081937-04
- 12. Unique Federal Award Identification Number (FAIN)**  
H79TI081937
- 13. Statutory Authority**  
PHS Act, Title V, Section 509; 42 U.S.C 290bb-2
- 14. Federal Award Project Title**  
Duval County Family Treatment Drug Court Enhancement
- 15. Assistance Listing Number**  
93.243
- 16. Assistance Listing Program Title**  
Substance Abuse and Mental Health Services\_Protocols of Regional and National Significance
- 17. Award Action Type**  
Non-Competing Continuation
- 18. Is the Award R&D?**  
No

**Summary Federal Award Financial Information**

<b>19. Budget Period Start Date 05/31/2022 – End Date 05/30/2023</b>	
<b>20. Total Amount of Federal Funds Obligated by this Action</b>	\$394,136
20a. Direct Cost Amount	\$394,136
20b. Indirect Cost Amount	\$0
<b>21. Authorized Carryover</b>	\$0
<b>22. Offset</b>	\$0
<b>23. Total Amount of Federal Funds Obligated this budget period</b>	\$394,136
<b>24. Total Approved Cost Sharing or Matching, where applicable</b>	\$0
<b>25. Total Federal and Non-Federal Approved this Budget Period</b>	\$394,136
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<b>26. Project Period Start Date 05/31/2019 – End Date 05/30/2024</b>	
<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</b>	\$1,576,544

- 28. Authorized Treatment of Program Income**  
Additional Costs
- 29. Grants Management Officer - Signature**  
Eileen Bermudez

**30. Remarks**

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



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Notice of Award

Issue Date: 05/13/2022

SAMHSA Family Treatment Drug Court  
Department of Health and Human Services  
Substance Abuse and Mental Health Services Administration

Center for Substance Abuse Treatment

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**Award Number:** 5H79TI081937-04  
**FAIN:** H79TI081937  
**Program Director:** MONIQUE NICHOLS

**Project Title:** Duval County Family Treatment Drug Court Enhancement

**Organization Name:** JACKSONVILLE, CITY OF

**Authorized Official:** Teri Hamlyn

**Authorized Official e-mail address:** thamlyn@coj.net

**Budget Period:** 05/31/2022 – 05/30/2023

**Project Period:** 05/31/2019 – 05/30/2024

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$394,136 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to JACKSONVILLE, CITY OF in support of the above referenced project. This award is pursuant to the authority of PHS Act, Title V, Section 509; 42 U.S.C 290bb-2 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

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

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

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

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

See additional information below

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**SECTION I – AWARD DATA – 5H79TI081937-04****Award Calculation (U.S. Dollars)**

Personnel(non-research)	\$9,033
Fringe Benefits	\$1,748
Travel	\$6,790
Contractual	\$281,565
Other	\$95,000
<b>Direct Cost</b>	<b>\$394,136</b>
<b>Approved Budget</b>	<b>\$394,136</b>
<b>Federal Share</b>	<b>\$394,136</b>
<b>Cumulative Prior Awards for this Budget Period</b>	<b>\$0</b>

<b>AMOUNT OF THIS ACTION (FEDERAL SHARE)</b>	<b>\$394,136</b>
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SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
4	\$394,136
5	\$394,196

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

**Fiscal Information:**

CFDA Number:	93.243
EIN:	1596000344B4
Document Number:	19TI81937A
Fiscal Year:	2022

IC	CAN	Amount
TI	C96N326	\$394,136

IC	CAN	2022	2023
TI	C96N326	\$394,136	\$394,196

**TI Administrative Data:**

PCC: DCT-FA19 / OC: 4145

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**SECTION II – PAYMENT/HOTLINE INFORMATION – 5H79TI081937-04**

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

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

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### SECTION III – TERMS AND CONDITIONS – 5H79TI081937-04

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

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

#### **Treatment of Program Income:**

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

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

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### SECTION IV – TI SPECIAL TERMS AND CONDITIONS – 5H79TI081937-04

## **REMARKS**

#### **Continuation Award**

**1. This Notice of Award (NoA) is issued to inform your organization that the application submitted for the Family Treatment Drug Court (DCT-FA19) program is being continued.**

**1a)** This award reflects approval of the budget submitted *January 4, 2022* as part of the continuation application by your Organization.

#### **2. Key Staff**

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

***Monique Nichols, Project Director @ 20% level of effort***

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**Organizations receiving Federal Funds may not exceed 100% level of effort for any program staff member (Key Personnel or otherwise) across all federally funded sources.**

Any changes to key personnel—including level of effort involving separation from the project for more than three months or a 25 percent reduction in time dedicated to the project—requires prior approval and must be submitted as a post-award amendment in eRA Commons.

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

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

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

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

### **Unresolved Special Condition(s) from Prior Year(s)**

The following special condition(s) from Year 02 remain outstanding. A response is required in the Terms Tracker for Year 02 via eRA Commons:

1. Revised Budget

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

## **STANDARD TERMS AND CONDITIONS**

### **Standard Terms for Awards**

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

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conditions.

### **Consistent Treatment of Costs**

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

### **Compliance with Award Terms and Conditions**

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

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

### **Annual Programmatic Progress Report**

By August 28, 2023, submit via eRA Commons.

The Programmatic Report is required on an annual basis and must be submitted as a .pdf to the View Terms Tracking Details page in the eRA Commons System no later than 90 days after the end of each 12-month budget period.

The Annual Programmatic Report must, at a minimum, include the following information:

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

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

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to ensure the effectiveness and efficiency of its programs.

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

For more information on how to respond to tracked terms and conditions please refer to <https://www.samhsa.gov/grants/grants-training-materials> under heading **How to Respond to Terms and Conditions**.

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

### **Annual Federal Financial Report (FFR or SF-425)**

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

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

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

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

- **By August 28, 2023**, submit the Federal Financial Report (FFR)/(SF-425).

Effective January 1, 2021, recipients can connect seamlessly from the **eRA Commons FFR Module to PMS** by clicking the **"Manage FFR"** button on the **"Search for Federal Financial Report (FFR)"** page.

- Recipients who do not have access to PMS may use the following instructions on how to update user permission: <https://pms.psc.gov/grant-recipients/access-newuser.html>.
- Recipients who currently have access to PMS and are submitting or certifying the FFR on behalf of their organization, should login to PMS and update their permissions to request access to the FFR Module using the following instructions: <https://pms.psc.gov/grant-recipients/access-changes.html>.
  - Instructions on how to submit a FFR via PMS are available at <https://pmsapp.psc.gov/pms/app/help/ffr/ffr-grantee-instructions.html> **(Must be logged into PMS to access link)**

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

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

**Staff Contacts:**

Frantishka McCrimmon, Program Official

**Phone:** 240-276-2900 **Email:** frantishka.mccrimmon@samhsa.hhs.gov

Tomara Baker, Grants Specialist

**Phone:** (240) 276-1407 **Email:** Tomara.Baker@samhsa.hhs.gov