



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: March 15, 2018

Staff Contact: Nicki Aaker (naaker@carson.org) and Veronica Galas (vgalas@carson.org)

Agenda Title: For Possible Action: To approve Carson City Health and Human Services applying, as a sub-grantee, for the Expectant and Parenting Teens, Women, Fathers, and Their Families grant through the Maternal, Child and Adolescent Health Section within the State of Nevada, Division of Public and Behavioral Health. The approximate amount will be \$300,000 to be evenly distributed over a 2-year project period from July 1, 2018 - June 30, 2020.

Staff Summary: This is a two-year funding opportunity that will be used to create seamless networks of services for young parents. Carson City Health and Human Services (CCHHS) is proposing utilizing an evidence-based model, Parents as Teachers, for case management and enhancing linkages for the expectant and parenting teen and young adult population. There is no required match. Contract staff will be hired, if needed, to complete the grant deliverables.

Agenda Action: Formal Action/Motion

Time Requested: 10 minutes

Proposed Motion

I move to approve Carson City Health and Human Services applying, as a sub-grantee, for the Expectant and Parenting Teens, Women, Fathers, and Their Families grant through the Maternal, Child and Adolescent Health Section within the State of Nevada, Division of Public and Behavioral Health. The approximate amount will be \$300,000 to be evenly distributed over a 2-year project period from July 1, 2018 - June 30, 2020.

Board's Strategic Goal

Quality of Life

Previous Action

CCHHS is currently and has previously received funding from the State of Nevada, Department of Public and Behavioral Health, Maternal Child Health Block Grant for other projects; however, this is a new project.

On March 16, 2017, the Board of Supervisors approved CCHHS applying for this grant. CCHHS submitted a proposal and the State of Nevada was not funded. The Division of Public and Behavioral Health will be submitting another application for this project.

Background/Issues & Analysis

The Maternal, Child and Adolescent Section within the Division of Public and Behavioral Health will sub-grant funds from the U.S. Department of Health and Human Services, Office of Assistant Secretary of Health, Office of Adolescent Health. Grant funds would be used to conduct an initial needs assessment and provide case management services to assist the target population towards prenatal care, housing, child care, parenting education and basic material maternity needs and post-partum counseling. Grant funds would also be used for a

social media awareness campaign. CCHHS would like to partner with the Carson City School District, Carson Tahoe Health's MOMs program, and the Carson City Detention Center.

Applicable Statute, Code, Policy, Rule or Regulation

N/A

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: New account would need to be created since it is a new grant

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: This project is not currently budgeted since it would be a new grant. No fiscal match is required. Contract staff will be hired, if needed, to complete the grant deliverables.

Alternatives

To deny Carson City Health and Human Services applying, as a sub-grantee, for the Expectant and Parenting Teens, Women, Fathers, and Their Families grant through the Maternal, Child and Adolescent Health Section within the State of Nevada, Division of Public and Behavioral Health. The approximate amount will be \$300,000 to be evenly distributed over a 2-year project period from July 1, 2018 - June 30, 2020.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGENCY: Office of the Assistant Secretary for Health, Office of Adolescent Health

FUNDING OPPORTUNITY TITLE: Announcement of Anticipated Availability of Funds for Support for Expectant and Parenting Teens, Women, Fathers, and Their Families

ACTION: Notice

ANNOUNCEMENT TYPE: INITIAL COMPETITIVE GRANT

FUNDING OPPORTUNITY NUMBER: AH-SP1-18-001

CFDA NUMBER: 93.500

CFDA PROGRAM: Pregnancy Assistance Fund Program; Support for Pregnant and Parenting Teens and Women

DATES:

Non-binding Letters of Intent: We are requesting non-binding letters of intent. Your letter of intent is due February 12, 2018.

Technical Assistance: A technical assistance webinar for potential applicants will be held on February 1, 2018 from 2:00 pm ET (start time of 1:00 pm CT, 12:00 pm MT, 11:00 am PT Conference number: 888-677-1131 passcode: 9256839, and participants can join the webinar directly at <https://www.mymeetings.com/nc/join.php?i=PWXW6680455&p=9256839&t=c>).

Please be sure to review the entire announcement promptly so you can have any questions answered well in advance of the application due date.

Applications: Your application is due **April 12, 2018 by 6 p.m. Eastern Time**. To receive consideration, you must submit your application electronically via Grants.gov no later than this due date and time. If you do not submit your application by the specified deadline, we will return it to you unread. You must submit electronically via Grants.gov unless you obtain a written exemption from this requirement 2 business days in advance of the deadline from the Director, HHS/Office of the Assistant Secretary for Health (OASH) Office of Grants Management (OGM). To obtain an exemption, you must request one via email from the HHS/OASH OGM, and provide details as to why you are technologically unable to submit electronically through Grants.gov. Your request should be submitted at least 4 business days prior to the application deadline to ensure your request can be considered prior to 2 business days in advance of the deadline. If you request an exemption, include the following in your e-mail request: the HHS/OASH announcement number; your organization's DUNS number; your organization's name, address and telephone number; the name and telephone number of your Authorizing Official; the Grants.gov Tracking Number (for example, GRANT####) assigned to your submission; and a copy of the "Rejected with Errors" notification from Grants.gov. Send the request with supporting documentation to ogm.oash@hhs.gov. Note: failure to have an active System for Account Management (SAM) registration prior to the application due date will not be grounds for receiving an exemption to the electronic submission requirement. Failure to follow Grants.gov instructions to ensure software compatibility will not be grounds for receiving an exemption to the electronic submission requirement.

The HHS/OASH OGM will only accept applications via alternate methods (hardcopy paper via U.S. mail or other provider or PDF via email) from applicants obtaining prior written approval. If you receive an exemption, you must still submit your

application by the deadline. Only applications submitted through the Grants.gov portal or alternate format (hardcopy paper via U.S. mail or other service or PDF via email) with an approved written exemption will be accepted. *See* Section D.7 (“Other Submission Requirements”) for information on application submission mechanisms.

Executive Order 12372 comment due date: The State Single Point of Contact (SPOC) has 60 days from the application due date to submit any comments. For more information on the SPOC see section D.4 Intergovernmental Review.

To ensure adequate time to successfully submit your application, HHS/OASH recommends that you register as early as possible in Grants.gov since the registration process can take up to one month. For information on registering for Grants.gov, refer to <http://www.grants.gov> or contact the Grants.gov Contact Center 24 hours a day, 7 days a week (excluding Federal holidays) at 1-800-518-4726 or support@grants.gov.

Your organization is strongly encouraged to register multiple authorized organization representatives in Grants.gov to ensure someone is available to submit your application.

EXECUTIVE SUMMARY: The Office of Adolescent Health announces the anticipated availability of funds for Fiscal Year (FY) 2018 **grant awards** under the authority of Sections 10211-10214 of the Patient Protection and Affordable Care Act (Public Law 111-148; Affordable Care Act). This notice solicits applications for projects from States, which includes the District of Columbia, any commonwealth, possession, or other territory of the United States, and any Federally-recognized Indian Tribe, reservation, consortium or council (hereafter referred to as “States or Tribes”), for the development and implementation of programs for expectant and

parenting teens, women, fathers, and their families. OAH anticipates that approximately \$21 million may be available to fund up to 23 grants in the amount of \$250,000 to \$1,000,000 each year for a two-year project period. The authorized representative from the State or Tribe must apply for grant funds available through this announcement. A signed letter from the authorized representative must accompany the application and should include documentation establishing the authorized representative's authority to apply for and administer the grant funds on behalf of the State or Tribe. OAH will accept only one application per State or tribe.

HHS/OASH encourages applicants to review all program requirements, eligibility information, application format and submission information, evaluation criteria and other information in this funding announcement to ensure that its application complies with all requirements and instructions.

A. PROGRAM DESCRIPTION:

Purpose

The PAF program provides support for States and tribes to develop and implement programs to improve the educational, health, and social outcomes for expectant and parenting teens, women, fathers and their families. The PAF program provides funding to States and tribes to establish, maintain, or operate life-affirming services for expectant and parenting teens, women, fathers and their families in high schools, community service centers, and Institutions of Higher Education. The PAF program also allows States and tribes to provide funding to its Attorney General to improve services for pregnant women who are victims of domestic violence, sexual violence, sexual assault, and stalking. Additionally, the PAF program allows States and tribes to use grant funds to increase public awareness and education concerning any services or

resources available to expectant and parenting teens, women, fathers and their families, which support the intent and purposes of this funding announcement.

For purposes of this funding announcement, the term *expectant* includes both women and men who are expecting a child. The term *teens* refers to both young men and women of high-school age and *students* refers to women and men enrolled in institutions of higher education. While OAH is interested in applications that address the needs of expectant and parenting young fathers, applicants can not apply for funds to only serve expectant and parenting young fathers. Rather, OAH is interested in applications that serve expectant and parenting teens, women, fathers, and their families.

More information about the PAF, including descriptions of program strategies from previous PAF grantees, is available at <https://www.hhs.gov/ash/oah/grant-programs/pregnancy-assistance-fund/index.html>

Background

Despite the progress in reducing teen pregnancy, it is estimated that 232,215 babies were born to teen mothers in 2015¹. Of these teen births, 39% were to Non-Hispanic White mothers, 35% to Hispanic mothers, and 22% to Non-Hispanic Black mothers¹. In addition, in 2015, about

¹ Martin, J. A., Hamilton, B.E., Osterman, M. J. K., Driscoll A. K., and Mathews, T. J. (2017). *Births: Final data for 2015*. National Vital Statistics Reports, 66(1). Hyattsville, MD: National Center for Health Statistics. Retrieved January 6, 2017, from http://www.cdc.gov/nchs/data/nvsr/nvsr66/nvsr66_01.pdf - PDF

one in six (17%) births to 15 – 19 year olds and over half (51%) of births to 20-24 year olds were to females with one or more babies¹.

Early childbearing has significant health, social, and economic impacts on teen parents and their children. Compared with their peers who delay childbearing, teen girls who have babies are less likely to finish high school, more likely to rely on public assistance, and more likely to be poor as adults.² Teen fathers are also less likely to graduate high school³ and more likely to face fewer employment opportunities than their nonparent peers.⁴ Thirty percent of teen girls who drop out of high school stated that pregnancy or parenthood was a key reason for their dropping out. Only 40% of teen mothers finish high school and less than 2% finish college by age 30.⁵ In addition, although there is less extensive literature on the consequences of teen pregnancy on men, evidence suggests that teenage fatherhood decreases years of schooling and the likelihood of receiving a high school diploma.⁶

Colleges may also have a particular interest in expectant and parenting students as they face extensive obstacles to continuing coursework and earning degrees. Of the high school graduates who could, but have not enrolled in college, an estimated one-third experience a pregnancy by the age of 22. Pregnancy has an impact on a community college student's ability to

² Hoffman, S. D., & Maynard, R. A. (Eds.). (2008). *Kids having kids: Economic costs and social consequences of teen pregnancy* (2nd ed.). Washington, DC: Urban Institute Press.

³ Mollborn, S. (2010). Exploring Variation in Teenage Mothers' and Fathers' Educational Attainment. *Journal of Perspectives on Sexual and Reproductive Health*, 42(3): 152-159.

⁴ Bunting, L., and McAuley, C. (2004). Research Review: Teenage pregnancy and parenthood: the role of fathers. *Journal of Child & Family Social Work*, 9(3):295-303.

⁵ Shuger, L. (2012). *Teen Pregnancy & High School Dropout: What Communities Can Do to Address These Issues*. Washington, DC: The National Campaign to Prevent Teen and Unplanned Pregnancy. Retrieved on July 27, 2016 from <http://thenationalcampaign.org/resource/teen-pregnancy-and-high-school-dropout>.

⁶ Fletcher, J. M. and Wolfe, B. L. (2012). The Effects of Teenage Fatherhood on Young Adult Outcomes. *Economic Inquiry*, 50(1): 182–201.

finish their education with a dropout rate of 61% among students who become pregnant or become a parent. Specifically, problems with child care was the reason 27% of female students with children reported reducing their course hours or quitting school. With these high dropout rates and less than half of community colleges having student health centers, it is important to provide supports to expectant and parenting students to help them attain their educational goals.⁷

The children of teen mothers are more likely to have lower school achievement, have more health problems, become incarcerated during adolescence, and face unemployment as a young adult.⁸ Girls born to teen parents are almost 33% more likely to become teen parents themselves, continuing the cycle of teen pregnancy.⁹

Pregnant teens and women are also often victims of violence. Studies have found that adolescent girls in physically abusive relationships were three times more likely to become pregnant than non-abused girls; that 55% of a sample of teen moms experienced intimate partner violence in the past year; and that adolescent mothers who experienced physical abuse within three months after delivery were twice as likely to have a repeat pregnancy within 24 months. Another study found that approximately 20 percent of pregnant teens reported physical or sexual abuse during pregnancy.¹⁰

⁷ Prentice, M., Storin, C., & Robinson, G. (2012). *Make it Personal. How Pregnancy Planning and Prevention Help Students Complete College*. American Association of Community Colleges. Retrieved from http://www.aacc.nche.edu/Resources/aaccprograms/horizons/Documents/mipcc_dec2012.pdf.

⁸ Hoffman SD. *Kids Having Kids: Economic Costs and Social Consequences of Teen Pregnancy*. Washington, DC: The Urban Institute Press; 2008.

⁹ Centers for Disease Control and Prevention. (2011). *Preventing teen pregnancy in the US*. Retrieved November 27, 2012, from <http://www.cdc.gov/VitalSigns/TeenPregnancy/index.html>

¹⁰ Futures Without Violence. (2010). *The Facts on Adolescent Pregnancy, Reproductive Risk and Exposure to Dating and Family Violence*. Retrieved November 27, 2012 at

The PAF program aims to address these negative outcomes by providing expectant and parenting teens, women, fathers, and their families the life-affirming support services that they need to be physically and emotionally healthy, to improve their parenting skills and strengthen their marriages, and to succeed in completing their education and securing fulfilling employment. Research has shown that providing support services to expectant and parenting teens can make a difference in improving educational, health, and social outcomes for expectant and parenting teens and their families^{11,12}. Research has also found that young fathers can make an impact if they are positively involved in their child's life. For boys of teen mothers, father involvement throughout the first 8 years of life is associated with higher reading and math scores by age 10. In addition, children with highly involved fathers and high-risk mothers (including those with emotional and behavioral problems) have fewer behavioral problems than their peers with high-risk mothers and less involved fathers.¹³

Furthermore, research has reaffirmed the benefits of marriage to women, men and children. A 2015 report reinforced previous research that drew the relationship between marriage and better psychological health and well-being.¹⁴ Marriage is also associated with a lower risk

<http://www.futureswithoutviolence.org/userfiles/file/HealthCare/Adolescent%20Pregnancy%20Reproductive%20Risk%20FINAL%202-10.pdf>.

¹¹ Asheer, S., Burkander, P., Deke, J., Worthington, J., & Zief, S. (2017) Raising the Bar: Impacts and Implementation of the New Heights Program for Expectant and Parenting Teens in Washington, DC. Accessed from <https://www.hhs.gov/ash/oah/evaluation-and-research/federal-led-evaluation/pregnancy-assistance-fund/index.html> on October 10, 2017.

¹² Covington, R.D., Luca, D.L., Manlove, J., & Welti, K. (2017). Final Impacts of AIM 4 Teen Moms. Accessed from <https://www.hhs.gov/ash/oah/evaluation-and-research/federal-led-evaluation/pregnancy-assistance-fund/index.html> on October 10, 2017.

¹³ Howard, K. S., Lefever, J. E. B., Borkowski, J. G., & Whitman, T. L. (2006). Fathers' influence in the lives of children with adolescent mothers. *Journal of Family Psychology*, 20(3), 468-476

¹⁴ Soulsby, L. K., & Bennett, K. M. (2015). Marriage and Psychological Wellbeing: The Role of Social Support. *Psychology*, 6, 1349-1359. <http://dx.doi.org/10.4236/psych.2015.611132>

for disease and high degree of physical health.¹⁵ Research suggests that the health benefits of marriage are similarly divided among men and women.¹⁶ Marriage improves the economic well-being of the couple, with the length of marriage positively correlated to increased wealth.¹⁷ In addition, when parents are married, children benefit in a variety of ways, with marriage uniquely enhancing their wellbeing in ways that are “hard to replicate through policy interventions other than those that bolster marriage itself.”¹⁸ Additional research reports that marriage and crime are inversely related on both the individual and community levels, suggesting that marriage has a protective influence more broadly than the nuclear family unit.¹⁹ When teens have parents who care and guide, the teens are far more likely to delay sex and develop important relationship skills. This, in turn, can reduce the negative consequences associated with unintended pregnancies in teen parents and their children and help break the cycle of teen pregnancy.

¹⁵ Newton, N, Ryan, L., King, R., Smith, J (2014) Cohort differences in the marriage-health relationship for midlife women. *Social Science & Medicine*. 116:64-72. ; Horn, E. E., Xu, Y., Beam, C. R., Turkheimer, E., & Emery, R. E. (2013). Accounting for the physical and mental health benefits of entry into marriage: A genetically informed study of selection and causation. *Journal of Family Psychology*, 27(1), 30-41; Inverso, G., Mahal, B. A., Aizer, A. A., Donoff, R. B., Chau, N. G. and Haddad, R. I. (2015), Marital status and head and neck cancer outcomes. *Cancer*, 121: 1273–1278. doi:10.1002/cncr.29171; Aizer, A., Chen, M., McCarthy, E., et al. (2013). Marital status and survival in patients with cancer. *Journal of Clinical Oncology*. 31:3869-3876.

¹⁶ Uecker JE. Marriage and mental health among young adults. *J Health Soc Behav*. 2012;53(1):67–83. Crossref, Medline

Williams K. Has the future of marriage arrived? A contemporary examination of gender, marriage and psychological well-being. *J Health Soc Behav*. 2003;44(4):470–487. Crossref, Medline

¹⁷ Zissimopoulos, J., Karney, B., Rauer, A. (2015). Marriage and economic well-being at older ages. *Review of Economics of the Household*. 13:1-35.

¹⁸ Ribar, D. C. "Why Marriage Matters for Child Wellbeing." *The Future of Children*, vol. 25 no. 2, 2015, pp. 11-27. Project MUSE, doi:10.1353/foc.2015.0010; Wardle, L. D.(2016), Marriage Is the Best Measure of Society's Commitment to Child Well-Being. *BYU Law Research Paper No. 16-17*. Available at SSRN: <https://ssrn.com/abstract=2765080>

¹⁹ Rocque, M., Posick, C., Barkan, S., Paternoster. (2014). Marriage and county-level crime rates. *Journal of Research in Crime and Delinquency*. 52:130-145; Doherty, E., Ensminger, M. (2011). Marriage and offending among a cohort of disadvantages African Americans. *Journal of Research in Crime and Delinquency*: 50: 104-131.

OAH Expectations of Recipients

OAH seeks proposals from States and tribes to develop and implement activities to improve the education, health, and social outcomes for expectant and parenting teens, women, fathers and their families. States and tribes may use funds provided through the PAF program to establish, maintain, or operate expectant and parenting student services in high schools, community service centers, and/or Institutions of Higher Education (IHE); to provide funding to its Attorney General to improve services for pregnant women who are victims of domestic violence, sexual violence, sexual assault, and stalking; and to increase public awareness and education concerning the services available to expectant and parenting teens, women, fathers, and their families.

Applicants have the flexibility to submit an application to establish, maintain, or operate expectant and parenting services in all three settings and improve services for pregnant women who are victims of violence; to establish, maintain, or operate expectant and parenting services in only one setting; to only improve services for pregnant women who are victims of violence; or any combination of these options.

Additionally, States and tribes may use grant funds to increase public awareness and education concerning any services or resources available to expectant and parenting teens, women, fathers and their families, which support the intent and purposes of this funding announcement. While public awareness campaigns are an allowable activity under this funding announcement, applications should not be solely focused on such activities.

Establishing, Maintaining or Operating Expectant and Parenting Services in High Schools, Community Service Centers, and/or Institutions of Higher Education

States and tribes may request funding to establish, maintain, or operate expectant and parenting services in high schools, community service centers, and/or Institutions of Higher Education.

Each site receiving support through the PAF program is expected to:

- A. Conduct a needs and resource assessment at the site and in the local community to determine the needs of expectant and parenting teens, students, and their families and identify resources available to meet the needs identified. Set goals for improving resources and improving access to available resources.
- B. Identify and establish relationships with public and private service providers on site or within the local community that are qualified to meet the needs of the expectant and parenting teens, students, and their families.
- C. Assist expectant and parenting teens, students, and their families in locating and obtaining services including:
 - a. Inclusion of maternity coverage and the availability of riders for additional family members in student health care.
 - b. Family housing.
 - c. Child care.
 - d. Flexible or alternative academic scheduling, such as telecommuting programs, to enable expectant or parenting teens and students to continue their education or stay in school.

- e. Education to improve parenting skills for mothers and fathers and to strengthen marriages.
 - f. Maternity and baby clothing, baby food, baby furniture, and similar items to assist expectant and parenting teens and students in meeting the material needs of their children.
 - g. Post-partum counseling.
- D. Provide referrals, if appropriate, for prenatal care and delivery, infant or foster care, or adoption to an expectant or parenting teen or student who requests such information. A site shall make such referrals only to service providers that serve the following types of individuals: parents, prospective parents awaiting adoption, women who are pregnant and plan on parenting or placing the child for adoption, and parenting or prospective parenting couples. Abortion referrals are not within the scope of permissible referral services under this grant and, therefore, grant funds may not be used for this purpose..
- E. Conduct an annual assessment of the performance of the site in meeting the needs of expectant and parenting teens and students at their site in the service areas identified in bullet (C) above.

OAH is particularly interested in partnerships with sites that demonstrate the greatest need for life-affirming services, defined in terms of numbers of expectant and parenting teens and students at the site. OAH expects applicants to provide, at the time of submission of their application, a clear description of the number of sites they will work with by setting (i.e., high schools, community service centers, and IHEs) and an estimate of the number of expectant and parenting teens and students proposed to be served at each site.

Sample Table 1: Estimating the Number of Expectant and Parenting Teens and Students Served

Site Name	Setting	Age Range (y/o)	Estimated # served Yr1	Estimated # served Yr2	Total # Served
ABC High School	High School	18-19	40	80	230
LMN College	IHE	17-24	20	40	100
XYZ Community Center	Community Service Center	18-24	20	25	75

All IHEs funded by successful applicants to establish, maintain, or operate expectant and parenting student services shall contribute an amount from non-Federal funds equal to 25 percent of the amount of the funding provided through the PAF program. The non-Federal share may be in cash or in-kind, fairly evaluated, including services, facilities, supplies, or equipment. Funded high schools and community service centers do not have this same matching requirement.

Successful applicants are responsible for ensuring IHE subrecipients provide the non-Federal contribution.

Improving Services for Pregnant Women who are Victims of Domestic Violence, Sexual Violence, Sexual Assault, and Stalking

A State or tribe may provide funding to its State Attorney General or functional equivalent for tribes to assist Statewide offices in providing the following services for an eligible pregnant woman, defined as a female of any age, who is pregnant on the date on which she becomes a victim of domestic violence, sexual violence, sexual assault, or stalking or who was pregnant during the one-year period before such date:

- Intervention services, including a 24-hour hotline for police protection and referrals to shelters;

- Accompaniment services, which include assisting, representing, and accompanying a woman in seeking judicial relief for child support, child custody, restraining orders, and restitution for harm to persons and property, and in filing criminal charges, and may include payment of court costs and reasonable associated attorney and witness fees;
- Supportive social services including transitional and permanent housing, vocational counseling, mental health services, and individual and group counseling aimed at preventing domestic violence, sexual violence, sexual assault, or stalking;
- Technical assistance and training related to violence against eligible pregnant women for Federal, State, tribal, territorial, and local governments, law enforcement agencies and courts; professionals working in legal, social service and health care settings; nonprofit organizations; and faith-based organizations on one or more of the following topics:
 - The identification of eligible pregnant women experiencing domestic violence, sexual violence, sexual assault, or stalking;
 - The assessment of the immediate and short-term safety of such a pregnant woman, the evaluation of the impact of the violence or stalking on the pregnant woman's health, and the assistance of the pregnant woman in developing a plan aimed at preventing further domestic violence, sexual violence, sexual assault, or stalking;
 - The maintenance of complete medical or forensic records that include the documentation of any examination, treatment given, and referrals made, recording the location and nature of the pregnant woman's injuries, and the

establishment of mechanisms to ensure the privacy and confidentiality of those medical records; and

- F. The identification and referral of the pregnant woman to appropriate public and private nonprofit entities that provide intervention services, accompaniment, and supportive social services. Abortion referrals are not within the scope of permissible referral services under this grant and, therefore, grant funds may not be used for this purpose.

In order to receive funds from the PAF program to improve services for pregnant women who are the victims of violence, the State Attorney General must be included as a partner in the application. Applicants requesting funding for this purpose must include in their application a Memorandum of Understanding (MOUs) or Letter of Commitment from the State Attorney General or functional equivalent for tribes.

Increasing Public Awareness and Education of Services Available for Expectant and Parenting Teens, Women, Fathers and their Families

A State or tribe may use grant funds to increase public awareness and education concerning any services or resources available to expectant and parenting teens, women, fathers and their families, which support the intent and purposes of this funding announcement. Public awareness and education activities should assist expectant and parenting teens, women, fathers and their families in learning about available benefits and supportive services in the community and assist them with accessing such services. This shall not include abortion services.

Applicants are encouraged to leverage existing public awareness and educational activities when possible. The applicant shall be responsible for setting guidelines or limits as to how much of this funding may be utilized for public awareness and education in any funding award. In the

application, the applicant should clearly describe the guidelines or limits that will be used to establish a reasonable level of support for these activities. While public awareness campaigns are an allowable activity under this funding announcement, applications should not be solely focused on such activities.

Medical Accuracy

Funded recipients are expected to ensure that materials used in any activities funded under this announcement are medically accurate and complete. For purposes of this announcement, the term “medically accurate and complete” means the information will be referenced to peer reviewed publications by educational, scientific, governmental, or health organizations. Applicants should describe the process to be used to ensure medical accuracy in the grant funded project, including how the review will be conducted and who will be responsible for reviewing materials.

Performance Measures and Continuous Quality Improvement

Performance measures are critical for accountability purposes. OAH uses performance measures to demonstrate whether grant projects are making sufficient progress toward their stated missions and are serving the public interest. Performance measures also provide agency leadership and stakeholders with information that will help guide program management. All grantees will be expected to continuously collect and report annually on a common set of performance measures to assess program implementation and whether the program is achieving intended outcomes.

Please refer to Appendix B for more details.

Evaluating the Implementation of the Project

OAH expects applicants to propose a plan for evaluating the implementation of their PAF program. Applicants should budget no more than 10% of the total budget for evaluation activities, including the collection of performance measure data. Implementation evaluation is an assessment of how well a program does what it sets out to do and focuses on the process by which a program provides life-affirming services or otherwise accomplishes its mission. OAH expects applicants to evaluate the implementation of the proposed PAF program to document the process of developing and implementing the program and to identify key successes, challenges, and lessons learned. Grantees will be expected to develop an implementation study report by the end of the grant that summarizes their findings.

Annual Report to the State or Tribe

For each year that the grantee provides a high school, community service center, or IHE with funds from the PAF program, the site shall prepare and submit to the State or tribe a report that:

- Itemizes the sites expenditures to provide services for expectant and parenting teens, women, fathers, and their families for the fiscal year;
- Contains a review and evaluation of the performance of the site in fulfilling the expectations of the funding;
- Describes the achievement of the site in meeting the needs of the expectant and parenting teens, women, fathers, and families served, and the frequency with which they used the services available.

The funded State or tribe must determine the format of the report and the date by which the report is due from funded institutions or organizations. The funded State or tribe is expected to submit a copy of reports received from funded institutions or organizations to OAH.

Sustainability

OAH expects that grantees will design their program approach and plans with sustainability in mind from the very beginning of the grant. OAH expects that grantees implement activities specifically focused on the goal of sustaining the program within 12 months of receiving funding and consistently throughout the end of the grant. OAH expects grantees to include a sustainability objective in their work plan, with corresponding objectives and activities focused on implementing strategies aimed at sustaining the project over time.

AUTHORITY: Sections 10211-10214 of the Patient Protection and Affordable Care Act (Public Law 111-148)

B. FEDERAL AWARD INFORMATION

The Office of Adolescent Health intends to make available approximately \$21 million for competing grants. The final funding amount will not be determined until enactment of the FY 2018 federal budget.

We will fund awards in annual increments (budget periods) and generally for a project period of up to 2 years, although we may approve shorter project periods. Funding for all approved budget periods beyond the first year of the award is generally level with the initial

award amount and is contingent upon the availability of funds, satisfactory progress of the project, adequate stewardship of Federal funds, and the best interests of the Government.

Award Information

Estimated Federal Funds Available: \$21 million

Anticipated Number of Awards: 23

Award Ceiling (Federal Funds including indirect costs): \$1,000,000 per budget period

Award Floor (Federal Funds including indirect costs): \$250,000

Anticipated Start Date: 07/01/2018

Period of Performance: Not to exceed 2 years

Budget Period Length: 12 months

Type of Award: Grant

Type of Application Accepted: Electronic via Grants.gov **ONLY unless an exemption is granted**

C. ELIGIBILITY INFORMATION

1. Eligible Applicants. Any State, which includes the District of Columbia, any commonwealth possession, or other territory of the United States, and any Federally-recognized Indian Tribe, reservation, or consortium or council, is eligible to apply for a grant under this announcement. The authorized representative from the State or tribe shall apply for and administer the grant awarded under this announcement. A signed letter from the authorized representative must accompany the application; it should include documentation establishing the authorized representative's authority to apply for and administer the grant funds on behalf of the State or tribe. Appropriate agencies that might apply on behalf of the State or tribe could include, but are

not limited to the following types of entities: State/tribal education, human services, or health agencies. Interested State/tribal agencies are encouraged to partner with other interested State/tribal agencies early in the application process to ensure that the holistic needs of the expectant and parenting population in that State/tribe will be met through this grant. Each State or tribe is allowed only one eligible application for submission.

2. *Cost Sharing or Matching*: An Institution of Higher Education (IHE) that receives funding from a grantee to provide services for expectant and parenting students is required to provide a match from non-Federal funds in the amount of 25 percent of the amount of funding provided to this institution. The match may be in cash or in-kind and must comply with 45 CFR §75.306 Cost sharing or matching. The applicant is responsible for including documentation of these matching funds in the Budget Narrative section of the application. If a concern regarding the match is identified during application review, this concern will need to be addressed before funding an award will be made by HHS/OASH.

3. *Other Eligibility Information*

Application Responsiveness Criteria

We will review your application to determine whether it meets the following responsiveness criteria. If your application does not meet the responsiveness criteria, we will eliminate it from the competition and it will not be reviewed.

The applicant appears to have demonstrated:

A. All eligible applicants as described in Section C must include a letter from the Authorized Representative stating the applicant is authorized to apply on behalf of the specified State or tribe.

B. A State or tribe may only submit one application in response to this funding announcement.

C. Applicants proposing subawards to Institutions of Higher Education provide documentation in the Budget Narrative of IHE contributions of non-Federal funds in the amount of 25% of the subaward.

Application Disqualification Criteria

If you successfully submit an application, we will screen it to assure a level playing field for all applicants. If we determine your application fails to meet the criteria described below we will disqualify it, that is, it will **not** be reviewed and will receive **no** further consideration.

- a) You must submit your application electronically via www.grants.gov (unless an exemption was granted 2 business days prior to the deadline) by the date and time indicated in the DATES section of this announcement.
- b) If you successfully submit multiple applications from the same organization for the same project, we will only review the last application received by the deadline.
- c) HHS/OASH/OGM deems your application eligible according to section C.1 *Eligible Applicants*.
- d) Your Project Narrative section of the application must be double-spaced, on the equivalent of 8 ½ ” x 11” inch page size, with 1” margins on all sides (top, bottom, left and right) and font size not less than 12 points.
- e) Your Project Narrative must **not** exceed 50 pages. NOTE: The following items do not count toward the page limit: all required forms, including SF-424, SF-424A, SF-424B, SF-LLL, Project Abstract Summary, and Budget Narrative (including budget tables).

- f) Your total application, including the Project Narrative plus Appendices, must **not** exceed 125 pages. NOTE: items listed in “e” immediately above do not count toward total page limit.
- g) Your Federal funds request including indirect costs does **not** exceed the maximum indicated in Award Ceiling.
- h) Your Federal funds request including indirect costs is **not** below the minimum indicated in Award Floor.
- i) Your application meets the **Application Responsiveness Criteria** outlined above.

D. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

You may obtain an application package electronically by accessing Grants.gov at <http://www.grants.gov/>. You can find it by searching on the CFDA number shown on page 1 of this funding opportunity announcement. If you have problems accessing the application or difficulty downloading, contact:

Office of Grants Management

Phone: 240-453-8822

Email: ogm.oash@hhs.gov

2. Content and Form of Application Submission

i. **Letter of Intent**

If you plan to apply for this funding opportunity, you should submit a letter of intent as early as possible, but no later than the **deadline indicated in the DATES section of this announcement**. Although you are not required to submit a letter of intent, the information that it contains allows HHS/OASH to estimate the potential review workload and plan the review. A letter of intent is

not binding, and is not part of the review of a subsequent application. Your letter of intent should include a descriptive title of your proposed project, the name, street address, email address, and telephone number for the designated authorized representative of your organization, and the FOA number and title of this announcement. Your letter of intent should be sent to the address listed under the AGENCY CONTACTS in section G.

ii. Application Format

Your application must be prepared using the forms and information provided in the online application package.

The Project Narrative, and total application including appendices, must adhere to the page limit indicated in Application Disqualification Criteria listed in Section C.

You must double-space the Project Narrative pages.

You should use an easily readable typeface, such as Times New Roman or Arial. You *must* use 12-point font. You may single-space tables or use alternate fonts but you must ensure the tables are easy to read. The page limit does not include the Budget Narrative (including budget tables), required forms, assurances, and certifications as described in the Application Disqualification Criteria. Please do not number pages or include a table of contents. Our grants management system will generate page numbers once your application is complete.

If your application exceeds the specified page limits for the Project Narrative or Project Narrative plus Appendices when printed on 8.5" X 11" paper by HHS/OASH/OGM, we will not review it. We recommend you print out your application before submitting electronically to ensure that it is within the page limits and is easy to read.

Appendices

Your Appendices should include any specific documents outlined in Section D.2.iii., under the heading “Appendices” in the Application Content section of this funding opportunity announcement. Your documents should be easy to read. You should use the same formatting specified for the Project Narrative. However, documents such as resumes/CVs, organizational charts, tables, or letters of commitment may use formatting common to those documents, but the pages must be easy to read. All of your appendices must be uploaded as a single, consolidated file in the Attachments section of your Grants.gov application.

Project Abstract Summary

You must complete the Project Abstract Summary form provided in the application package. The abstract will be used to provide reviewers with an overview of the application and will form the basis for the application summary in grants management and program summary documents. If your project is funded, HHS may publish information from your form; therefore, do not include sensitive or proprietary information.

Budget Narrative

The Budget Narrative should use the formatting required of the Project Narrative for the explanatory text. Budget tables may be single-spaced but should be laid out in an easily-readable format and within the printable margins of the page.

iii. Application Content

Successful applications will contain the following information:

Project Narrative

The Project Narrative is the most important part of the application, since it will be used as the primary basis to determine whether or not your project meets the minimum requirements for an award under this announcement. The Project Narrative should provide a clear and concise description of your project. HHS/OASH recommends that your project narrative include the following components:

- Populations Served and Demonstrated Need
- Program Approach
- Project Management
- Capacity, Experience, and Readiness of the Applicant Organization
- Partnerships and Collaborations
- Performance Measures and Evaluation

Populations Served and Demonstrated Need

You should:

- Describe the community(ies), populations, settings, and sites that will be served, and demonstrate that you will reach those with the greatest need.
- Describe the needs of expectant and parenting teens, women, fathers and their families at each site/institution and community you are proposing to serve.

- Describe the resources already available at each site/institution and community, and how the services provided through the grant will contribute to and enhance, rather than supplant, the services already available.
- Describe how the needs and resources were identified for participating communities and sites, and how you will assess needs and resources on an ongoing basis to ensure programs continue to be aligned with changing community needs.
- Describe the number of expectant and parenting teens, women, fathers, and their families you plan to serve in each site and each setting, and describe how the program is designed to maximize reach of those most in need of services. Provide specific details on how the estimates were obtained, including the total number of expectant and parenting teens and students in each community, setting, and site and the percentage that will be served in each.

Program Approach

You should:

- State the goals, objectives, and desired outcomes of the program;
- Describe the proposed program approach and the outcomes that the approach is intended to achieve. If you have selected to implement the program in multiple communities, settings, or sites, describe the proposed program approach and outcomes for each setting or site.
- Describe how the proposed program aligns with the needs and resources of the expectant and parenting teens, women, fathers, and their families in the communities, settings, and

sites targeted, and why the proposed program is expected to achieve the intended outcomes.

- Describe how the proposed approach will meet the grant expectations stated on pages 9-17.
- Provide clear and reasonable guidelines or limits on the use of funds for public awareness and education activities.
- Describe the specific strategies that you will use to recruit and retain expectant and parenting teens, women, fathers, and their families to participate in the program and the rationale for why the strategies are expected to be successful.

Project Management

You should:

- Describe how you will manage, implement, and monitor the overall program. The plan should describe an understanding of the complexity of the overall program and potential challenges. Describe the approach that will be used to monitor and track progress, completion, and quality of all program objectives and activities;
- Provide a description of the project team, including the Project Director and other key staff. Key personnel includes those individuals who will oversee the technical, professional, managerial, and support functions and/or assume responsibility for assuring the validity and quality of your organization's program. This includes at a minimum the Project Director and Program Manager/Program Coordinator. Describe the roles and responsibilities of all staff and how they will contribute to achieving the program's objectives and outcomes. Describe who will have day-to-day responsibility for key tasks.

- Describe the relevant experience and expertise of all known proposed staff, including staff experience expeditiously selecting and supporting subrecipients and other implementation partners to ensure effective programs, and experience implementing/supporting programs for the expectant and parenting population. Describe your process and timeline for recruiting and hiring staff to fill all open positions on the grant, including the experience and expertise that you will look for in successful candidates.
- Describe how you will work to minimize the amount of staff turnover over the course of the grant and ensure that staff are actively engaged in their work.
- Describe your plans for ensuring that all staff responsible for implementing the project, including partner staff, are well trained and prepared to successfully fulfill their roles and responsibilities.
- Describe common anticipated challenges and measures that will be taken to ensure that program goals and objectives are met in a timely manner.

Capacity, Experience, and Readiness of the Applicant Organization

You should:

- Describe the relevant experience, expertise, and previous accomplishments of the responsible Department or work unit that will oversee the program in providing life-affirming services to expectant and parenting teens, women, fathers, and their families.
- Describe the responsible Department or work unit's experience, expertise, and previous accomplishments working with the target community (ies), settings, and sites.

- Describe the available resources and organizational capability to manage and implement the program, collect and report on performance measures, as well as coordinate with other agencies and organizations.
- Describe the organization's support for the program, including how well the proposed program aligns with the organization's mission and the capacity of the organization to implement the program.
- Describe the organization's readiness to begin implementing the program. Discuss the steps that need to be taken, and the time that it will take, before expectant and parenting teens, women, fathers, and their families will begin to receive services.
- Describe the organization's history of programmatic sustainability, including description of success and status of current and past efforts to serve the expectant and parenting population.

Partnerships and Collaboration

You should:

- Describe the roles and responsibilities for all partners, including subrecipients, on the grant, including a clear delineation of the roles and responsibilities of program staff, subrecipients, and partners and how they will contribute to achieving the program's objectives and outcomes. Subrecipients do not need to be identified at the time of the application. If known, identify the subrecipients by name. If not known, describe how the subrecipients will be identified including process and selection criteria.
- For each partner and/or subrecipient identified at the time of application that will be responsible for providing services to expectant and parenting teens, women, fathers, and

their families, describe the below item. If not known, describe how these will be assessed during the selection process.

- Their experience working with the expectant and parenting population;
 - Their commitment to and motivation for the proposed program;
 - Their ability to implement the proposed program;
 - How the program aligns with their mission and vision;
 - The strategies they will use to ensure high quality program delivery.
- Provide a detailed description of the partnerships with existing systems and/or networks in each community/setting/site served that will provide access to the expectant and parenting population;
 - Describe the plan for monitoring partners and subrecipients, including how to ensure coordinated efforts to assist expectant and parenting teens, women, fathers, and their families.

Performance Measures and Evaluation

You should

- Describe plans for ensuring all required performance measures data are collected from all program implementation sites and reported to OAH annually, including plans to review applicable laws, policies, and procedures to confirm ability to collect required data;
- Articulate clearly the plans for using data for continuous quality improvements;
- Describe plans for conducting an implementation evaluation that is aligned with the work plan and logic model and is feasible and reasonable.

Budget Narrative

You must complete the required budget forms and submit a budget narrative with detailed justification as part of your application. You must enter the project budget on the Budget Information Non-construction Programs standard form (SF 424A) according to the directions provided with this standard form. The budget narrative consists of a detailed line-item budget that includes calculations for all costs and activities by "object class categories" identified on the SF-424A and justification of the costs. You must indicate the method you are selecting for your indirect cost rate. See Indirect Costs below for further information.

Project budget calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient to verify the calculations. If matching or cost sharing is required, you must include a detailed listing of any funding sources identified in box 18 of the SF-424 (Application for Federal Assistance).

Please be sure to carefully review section D.6 Funding Restrictions for specific information regarding allowable, unallowable, and restricted costs.

You must provide an object class category budget using Section B, box 6 of the SF 424A for the first year of the proposed project. Provide a budget justification, which includes explanatory text and line-item detail, for the first year of the proposed project. The budget narrative should describe how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs.

For subsequent budget years, provide a summary narrative and line item budget. For categories or items that differ significantly from the first budget year, provide a detailed justification explaining these changes. Note, **do not** include costs beyond the first budget year in

the object class budget in box 6 of the SF- 424A or box 18 of the SF-424; the amounts entered in these sections should only reflect the first budget year.

Your budget narrative should justify the overall cost of the project as well as the proposed cost per activity, service delivered, and/or product. For example, the budget narrative should define the amount of work you have planned and expect to perform, what it will cost, and an explanation of how the result is cost effective. For example, if you are proposing to provide services to clients, you should describe how many clients are you expecting to serve, the unit cost of serving each client, and how this is cost effective.

Use the following guidelines for preparing the detailed object class budget required by box 6 of the SF-424A. The object class budget organizes your proposed costs into a set of defined categories outlined below. Both federal and non-federal resources (when required) must be detailed and justified in the budget narrative. "Federal resources" refers only to the HHS/OASH funds for which you are applying. "Non-federal resources" are all other non-HHS/OASH federal and non-federal resources. We recommend you present budget amounts and computations in a columnar format: first column, object class categories; second column, federal funds requested; third column, non-federal resources; and last column, total budget.

Sample Budget Table

Object Class	Federal Funds Requested	Non-federal Resources	Total Budget
Personnel	\$100,000	\$25,000	\$125,000

Note, subrecipient/contract and consultant detailed costs should all be included in those specific line items, not in the overall project object class line items, i.e., subrecipient travel should be included in the Contractual line item not in Travel.

Object Class Descriptions and Required Justifications

Personnel Description: Costs of staff salaries and wages, excluding benefits.

Personnel Justification: Clearly identify the project director or principal investigator, if known at the time of application. Provide a separate table for personnel costs detailing for each proposed staff person: the title; full name (if known at time of application), time commitment to the project as a percentage or full-time equivalent; annual salary and/or annual wage rate; federally funded award salary; non-federal award salary, if applicable; and total salary. No salary rate may exceed the statutory limitation in effect at the time you submit your application (see D.6 Funding Restrictions, *Salary Limitation* for details). Do not include the costs of consultants, personnel costs of delegate agencies, or of specific project(s) and/or businesses to be financed by the applicant. Contractors and consultants should not be placed under this category.

Sample Personnel Table

Position Title and Full Name	Percent Time	Annual Salary	Federally-funded Salary	Non-federal Salary	Total Project Salary
Project Director, John K. Doe	50%	\$100,000	\$50,000	\$0	\$50,000
Data Assistant, Susan R. Smith	10%	\$30,000		\$3,000	\$3,000

Fringe Benefits Description: Costs of employee fringe benefits unless treated as part of an approved indirect cost rate.

Fringe Benefits Justification: Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, Federal Insurance Contributions Act (FICA) taxes, retirement insurance, and taxes.

Travel Description: Costs of travel by staff of the applicant organization only.

Travel Justification: For each trip proposed for applicant organization staff only, show the date of the proposed travel, total number of traveler(s); travel destination; duration of trip; per diem; mileage allowances, if privately owned vehicles will be used; and other transportation costs and subsistence allowances. **Do not** include travel costs for subrecipients or contractors.

Equipment Description: "Equipment" means an article of nonexpendable, tangible personal property having a useful life of more than one year per unit and an acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the organization for the financial statement purposes, or (b) \$5,000. (Note: Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation, shall be included in or excluded from acquisition cost in accordance with your organization's regular written accounting practices.)

Equipment Justification: For each type of equipment requested you must provide a description of the equipment; the cost per unit; the number of units; the total cost; and a plan for use of the equipment in the project; as well as a plan for the use, and/or disposal of, the

equipment after the project ends. An applicant organization that uses its own definition for equipment should provide a copy of its policy, or section of its policy, that includes the equipment definition; include this with your Budget Narrative file. Reference the policy in this justification and include the policy copy in your Budget Narrative file (not your appendices).

Supplies Description: Costs of all tangible personal property other than those included under the Equipment category. This includes office and other consumable supplies with a per-unit cost of less than \$5,000.

Supplies Justification: Specify general categories of supplies and their costs. Show computations and provide other information that supports the amount requested.

Contractual Description: Costs of all contracts or subawards for services and goods except for those that belong under other categories such as equipment, supplies, construction, etc. Include third-party evaluation contracts, if applicable, and contracts or subawards with subrecipient organizations (with budget detail), including delegate agencies and specific project(s) and/or businesses to be financed by the applicant. This line item is not for individual consultants.

Contractual Justification: Demonstrate that all procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open, and free competition. Recipients and subrecipients are required to use 45 CFR § 75.329 procedures and must justify any anticipated procurement action that is expected to be awarded without competition and exceeds the simplified acquisition threshold fixed by 41 U.S.C. § 134, as amended by 2 CFR § 200.88, and currently set at \$150,000. Recipients may be required to make pre-award review

and procurement documents, such as requests for proposals or invitations for bids, independent cost estimates, etc., available to HHS/OASH.

Note: Whenever you intend to delegate part of the project to another agency, the applicant must provide a detailed budget and budget narrative for each subrecipient/contractor, by agency title, along with the same supporting information referred to in these instructions. If you plan to select the subrecipients/contractors post-award and a detailed budget is not available at the time of application, the applicant must provide information on the nature of the work to be delegated, the estimated costs, and the process for selecting the delegate agency.

Other Description: Enter the total of all other costs. Such costs, where applicable and appropriate, may include but are not limited to: consultants; insurance; professional services (including audit charges); space and equipment rent; printing and publication; training, such as tuition and stipends; participant support costs including incentives, staff development costs; and any other costs not addressed elsewhere in the budget.

Other Justification: Provide computations, a narrative description, and a justification for each cost under this category.

Indirect Costs Description: Total amount of indirect costs. This category has one of two methods that an applicant may select. You may only select one.

1) Your organization currently has an indirect cost rate approved by the Department of Health and Human Services (HHS) or another cognizant federal agency. You should enclose a copy of the current approved rate agreement in your Budget Narrative file. If you request a rate that is less than allowed, your authorized representative must submit a signed acknowledgement that the organization is accepting a lower rate than allowed.

2) Per 45 CFR § 75.414(f) Indirect (F&A) costs, “any non-Federal entity [i.e., applicant] that has never received a negotiated indirect cost rate, ... may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. As described in § 75.403, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time.”

This method only applies if you have never received an approved negotiated indirect cost rate from HHS or another cognizant federal agency. If you are waiting for approval of an indirect cost rate, you may request the 10% de minimis. If you choose this method, costs included in the indirect cost pool must not be charged as direct costs to the award.

Indirect Costs Justification: Provide the calculation for your indirect costs total, i.e., show each line item included in the base, the total of these lines, and the application of the indirect rate. If you have multiple approved rates, indicate which rate as described in your approved agreement is being applied and why that rate is being used. For example, if you have both on-campus and off-campus rates, identify which is being used and why.

Program Income Description: Program income means gross income earned by your organization that is directly generated by this project if funded except as provided in 45 CFR § 75.307(f). Program income includes but is not limited to income from fees for services performed or the use or rental of real or personal property acquired under the award. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in

Federal statutes, regulations, or the terms and conditions of the Federal award, program income does not include rebates, credits, discounts, and interest earned on any of them. See also 45 CFR §§ 75.307, 75.407 and 35 U.S.C. §§ 200-212 (applies to inventions made under Federal awards).

Program Income Justification: Describe and estimate the sources and amounts of Program Income that this project may generate if funded. Unless being used for cost sharing, if applicable, these funds should not be added to your budget. This amount should be reflected in box 7 of the SF-424A.

Non-Federal Resources Description: Amounts of non-federal resources that will be used to support the project as identified in box 18 of the SF-424. For all federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the recipient's cost sharing or matching when such contributions meet all of the criteria listed in 45 CFR § 75.306. For awards that require matching by statute, you will be held accountable for projected commitments of non-federal resources in your application budgets and budget justifications by budget period or by project period for fully-funded awards, even if the justification by budget period, or by project period for fully-funded awards, exceeds the amount required. Your failure to provide the required matching amount may result in the disallowance of federal funds. If you are funded, you will be required to report these funds on your Federal Financial Reports. For awards that do not require matching or cost sharing by statute or regulation, where "cost sharing" refers to costs of a project in addition to Federal funds requested that you voluntarily propose in your budget, if your application is successful, we will include this non-federal cost sharing in the approved project budget and you will be held accountable for the non-federal cost-sharing funds as shown in the Notice of Award (NOA). Your failure to provide voluntary cost sharing of non-federal resources

that have been accepted by HHS/OASH as part of the approved project costs and that are shown as part of the approved project budget in the NOA may result in the disallowance of federal funds. If you are funded, you will be required to report these funds on your Federal Financial Reports. Note, you will not receive any preference, priority, or special consideration in the funding process for voluntarily including non-Federal cost sharing in your proposed budget.

Non-federal Resources Justification: You must provide detailed budget information for every funding source identified in box 18. "Estimated Funding (\$)" on the SF-424. Provide this documentation as part of your Budget Narrative file, not your Appendices.

You must fully identify and document in your application the specific costs or contributions you propose in order to meet a matching requirement. You must provide documentation in your application on the sources of funding or contribution(s). In-kind contributions must be accompanied by a justification of how the stated valuation was determined. Matching or cost sharing must be documented by budget period (or by project period for fully-funded awards).

If your application does not include the required supporting documentation, it will not be disqualified from competitive review; however, it may impact your score under the evaluation criteria in Section V.1 of this announcement.

Plan for Oversight of Federal Award Funds

You must include a plan for oversight of federal award funds which describes:

- how your organization will provide oversight of federal funds and how award activities and partner(s) will adhere to applicable federal award and programmatic regulations.

- the organizational systems that demonstrate effective control over and accountability for federal funds and program income, compare outlays with budget amounts, and provide accounting records supported by source documentation.
- for any program incentives proposed, the specific internal controls that will be used to ensure only qualified participants will receive them and how they will be tracked.
- organizational controls that will ensure timely and accurate submission of Federal Financial Reports to the OASH Office of Grants Management and Payment Management Services as well as timely and appropriate withdrawal of cash from the Payment Management System.

Appendices

All items described in this section will count toward the total page limit of your application. You must submit them as a single electronic file uploaded to the Attachments section of your Grants.gov application.

Appendices should include the Letter from the Authorized Representative authorizing the agency to apply on behalf of the State or tribe, work plan, logic model, Memoranda of Understanding or Letters of Commitment from partners and subrecipients, Curricula Vitae/Resume for Key Personnel that have been identified to work on the grant, and Project Descriptions for positions that still need to be filled. Brochures and bound materials should not be submitted. Appendices are for supportive information only and should be clearly labeled. All information that is critical to the proposed project should be included in the body of the application.

Letter from the Authorized Representative

The authorized representative from the State or tribe shall apply for and administer the grant awarded under this announcement. A signed letter from the authorized representative must accompany the application; it should include documentation establishing the authorized representative's authority to apply for and administer the grant funds on behalf of the State or tribe.

Work Plan

Include a detailed work plan for each year of the two-year project period. The work plan should reflect, and be consistent with, the Project Narrative and Budget Narrative. Each year's activities should be fully attainable in one budget year. You may propose multi-year activities, as well as activities that build upon each other, but each phase of the project must be discreet and attainable within a single budget year. Your work plan should include goals, SMART (specific, measurable, achievable, realistic, and time-phased) objectives, activities to accomplish each objective, and, for each activity, the person(s) responsible, timeline for completing activities, and measures of success. The work plan should be aligned with the expectations noted on pages 9-17 of the FOA.

Logic Model

Include a detailed logic model clearly depicting the inputs, activities, intended outputs, and short, intermediate, and long-term outcomes of the overall program.

Memoranda of Understanding or Letters of Commitment

Memoranda of Understanding (MOUs) or Letters of Commitment should be included for all organizations and entities that have been specifically named as a subrecipient or partner to carry out any aspect of the program. The signed MOUs or letters of commitment should detail the specific role and resources that will be provided, or activities that will be undertaken, in support of the applicant; demonstrate current commitment from the partners to the project being proposed in the application; and describe the organization's expertise, experience, and access to the targeted population(s).

Letters of commitment are not the same as letters of support. Letters of support are letters that are general in nature that speak to the writer's belief in the capability of an applicant to accomplish a goal/task. Letters of support also may indicate an intent or interest to work together in the future, but they lack specificity. Applicants should not provide letters of support.

Curriculum Vitae/Resume for Key Project Personnel

You must submit with your application curriculum vitae and/or resumes for the Project Director and other proposed key staff. Key personnel includes those individuals who will oversee the technical, professional, managerial, and support functions and/or assume responsibility for assuring the validity and quality of your organization's program. This includes at a minimum the Project Director and Program Manager/Program Coordinator.

Position Descriptions for Open Positions

Include with your application, position descriptions for key personnel positions that will need

to be filled if funds are awarded. The definition of key personnel is listed in the paragraph above.

3. Unique Entity Identifier and System for Award Management (SAM)

- You are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for Federal awards through Grants.gov. It is a unique, nine-digit identification number, which provides unique identifiers of single business entities. The DUNS number is *free and easy* to obtain.
- You will find instructions on the Grants.Gov web site as part of the organization registration process at <http://www.grants.gov/web/grants/applicants/organization-registration.html>.
- Your organization must register online in the System for Award Management (SAM). **Grants.gov will reject submissions from applicants with nonexistent or expired SAM Registrations.**
- A quick start guide for registrants is available at https://www.sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf. You should allow a *minimum* of five days to complete an initial SAM registration. Allow up to 10 business days *after you submit* your registration for it to be active in SAM.
- If your organization is already registered in SAM, you must renew your SAM registration *each* year. Organizations registered to apply for Federal awards through <http://www.grants.gov> will need to *renew* their registration in SAM.

- You should make sure your SAM registration information is accurate, especially your organization's legal name and physical address including your ZIP+4. Should you successfully compete and receive an award, this information must be included on a Notice of Award. For instructions on updating this information see https://gsafsd.service-now.com/fsd-gov/answer.do?sysparm_kbid=c3d982af6fb8d5006f348d412e3ee47e
- It may take 24 hours or more for SAM updates to take effect in Grants.gov, so if you plan to apply for this funding opportunity or think you might apply, you should ***ensure your organization's registration is active in SAM well before the application deadline and will be active through the competitive review period.***
- If you are successful and receive an award, you must maintain an active SAM registration with current information at all times during which your organization has an active award or an application or plan under consideration by an HHS agency.

HHS/OASH cannot make an award until you have complied with these requirements. In accordance with 2 CFR § 25.205, at the time an award is ready to be made, if you have not complied with these requirements, HHS/OASH:

- May determine that you are not qualified to receive an award; and
- May use that determination as a basis for making an award to another applicant.

Should you successfully compete and receive an award, all first-tier sub-award recipients must have a DUNS number at the time you, the recipient, make a sub-award.

4. Submission Dates and Times

You must submit your application for this funding opportunity by **the date and time indicated in the DATES section of this announcement**. Your submission time will be determined by the date and time stamp provided by Grants.gov when you **complete** your submission.

If you fail to submit your application by the due date and time, we will not review it, and it will receive no further consideration. You are strongly encouraged to submit your application a minimum of 3-5 days prior to the application closing date. Do not wait until the last day in the event you encounter technical difficulties, either on your end or with <http://www.grants.gov>. Grants.gov can take up to 48 hours to notify you of a successful or rejected submission. You are better off having a less-than-perfect application successfully submitted and under consideration than no application.

If your submission fails due to a system problem with Grants.gov, we may consider your application if you provide verification from Grants.gov indicating system problems existed at the time of your submission **and that time was before the submission deadline**. A “system problem” does not include known issues for which Grants.gov has posted instructions regarding how to successfully submit an application such as compatible Adobe versions or file naming conventions. **As the applicant, it is your responsibility to review all instructions available on Grants.gov regarding successfully submitting an application.**

5. Intergovernmental Review

Applications under this announcement are subject to the requirements of

Executive Order 12372, “Intergovernmental Review of Federal Programs,” as implemented by 45 CFR part 100, “Intergovernmental Review of Department of Health and Human Services Programs and Activities.” As soon as possible, you should discuss the project with the State Single Point of Contact (SPOC) for the State in which your organization is located. The current listing of the SPOCs is available at http://www.whitehouse.gov/omb/grants_spoc.

The SPOC should forward any comments to the Department of Health and Human Services 1101 Wootton Parkway, Suite 550, Rockville, MD 20852. The SPOC has 60 days from the due date listed in this announcement to submit any comments. For further information, contact the HHS/OASH Office of Grants Management at 240-453-8822.

6. Funding Restrictions

Direct and Indirect Costs proposed and if successful, charged to the HHS/OASH award must be allowable, reasonable, necessary, and allocable in accordance with Department regulations and policy effective at the time of the award. Current requirements are codified at 45 CFR part 75 “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards.” These requirements apply to you, the applicant, *and* any subrecipients. You should thoroughly review these regulations before developing your proposed budget.

Indirect costs may be included per 45 CFR § 75.414. See the Budget Narrative section of this announcement for more information. To obtain a negotiated indirect cost rate with the Federal Government you may contact the U.S. Department of Health and Human Services Cost Allocation Services (CAS) regional office that is applicable to your State. CAS regional contact information is available at <https://rates.psc.gov/fms/dca/map1.html>.

Pre-Award Costs:

Pre-award costs are not allowed.

Salary Rate Limitation:

Each year's appropriations act limits the salary rate that you may be awarded and charge to HHS/OASH grants and cooperative agreements. Award funds should not be budgeted to pay the salary of an individual at a rate in excess of Executive Level II. As of January 8, 2017, the Executive Level II salary of the Federal Executive Pay scale is \$187,000. This amount reflects an individual's base salary exclusive of fringe and any income that an individual may be permitted to earn outside of the duties to the applicant organization. This salary rate limitation also applies to subawards/subcontracts under an HHS/OASH award.

As an example of the application of this limitation: If an individual's base salary is \$350,000 per year plus fringe benefits of 25% (\$87,500) and that individual is devoting 50% of their time to this award, their base salary should be adjusted to \$187,000, their direct salary would be \$93,500 (50% FTE), fringe benefits of 25% would be \$23,375, and a total of \$116,875 may be included in the project budget and charged to the award in salary/fringe benefits for that individual. See the breakdown below:

Individual's <i>actual</i> base full time salary: \$350,000	
50% of time will be devoted to project	
Direct salary	\$175,000
Fringe (25% of salary)	\$43,750
Total	\$218,750
Amount that may be claimed on the application budget due to the legislative salary rate limitation:	
Individual's base full time salary <i>adjusted</i> to Executive Level II: \$187,000	
50% of time will be devoted to the project	

Direct salary	\$93,500
Fringe (25% of salary)	\$23,375
Total amount	\$116,875

Appropriate salary rate limits will apply as required by law.

7. Other Submission Requirements

Electronic Submission

HHS/OASH requires that all applications be submitted electronically via the Grants.gov portal unless an exemption has been granted. If you submit an application via any other means of electronic communication, including facsimile or electronic mail, it *will not* be accepted for review unless you receive an exemption as described in the DATES section of this announcement.

You may access the Grants.gov website portal at <http://www.grants.gov>.

Applications, excluding required standard forms, must be submitted as three (3) files (see acceptable file types below). One file must contain the entire Project Narrative, another the entire Budget Narrative including supporting documentation described in the Budget Narrative content section; and the third file must contain all documents in the Appendices. Any additional files submitted as part of the Grants.gov application will not be accepted for processing and will be excluded from the application during the review process.

Any files uploaded or attached to the Grants.gov application must be Adobe PDF, Microsoft Word, or image formats (JPG, GIF, TIFF, or BMP only) and must contain a valid file format extension in the filename. HHS/OASH strongly recommends that electronic applications be uploaded as Adobe PDF. If you convert to PDF prior to submission you may prevent any

unintentional formatting that might occur with submission of an editable document. Please note, even though Grants.gov allows you to attach any file format as part of your application, HHS/OASH restricts this practice and only accepts the file formats identified above. Any file submitted as part of the Grants.gov application that is not in a file format listed above will not be accepted for processing and will be excluded from the application during the review process.

Any file submitted as part of the Grants.gov application that contains password protection will not be accepted for processing and will be excluded from the application during the review process. We will not contact you for passwords or resubmission of unprotected files. Unprotected information in the application will be forwarded for consideration but password protected portions will not. You should avoid submitting personally identifiable information such as personal contact information on résumés.

In addition, the use of compressed file formats such as ZIP, RAR, or Adobe Portfolio will not be accepted. We will not contact you for resubmission of uncompressed versions of files. Compressed information in the application will not be forwarded for consideration.

You must submit your application in a format that can easily be copied and read by reviewers. We do not recommend that you submit scanned copies through Grants.gov unless you confirm the clarity of the documents. Pages cannot be reduced resulting in multiple pages on a single sheet to avoid exceeding the page limitation. If you submit documents that do not conform to these instructions, we will exclude them from your application during the review process.

Important Grants.gov Information

You may access the electronic application for this program on <http://www.grants.gov>. You must search the downloadable application page by the Funding Opportunity Number or CFDA number, both of which can be found on page 1 of this funding opportunity announcement.

To ensure successful submission of your application, you should carefully follow the step-by-step instructions provided at <http://www.grants.gov/web/grants/applicants/apply-for-grants.html>. These instructions are kept up-to-date and also provide links to Frequently Asked Questions and other troubleshooting information. **You are responsible for reviewing all Grants.gov submission requirements on the Grants.gov site.**

You should contact Grants.gov with any questions or concerns regarding the electronic application process conducted through Grants.gov. See Contacts below. See Section D.3 for requirements related to DUNS numbers and SAM registration.

Program-Specific Requirements

A letter signed by the Authorized Representative must include the Catalog of Federal Domestic Assistance (CFDA) Number 93.500 and “Support for Expectant and Parenting Teens, Women, Fathers, and their Families” as the funding announcement to which the application is responding. The letter should also include a citation of the authority of the authorized representative to apply for and administer funds on behalf of the State or Tribe.

E. APPLICATION REVIEW INFORMATION

1. Criteria: Federal staff and an independent review panel will assess all eligible applications according to the following criteria. Disqualified applications will not be reviewed against these criteria.

- Populations Served and Demonstrated Need (20 points)
- Program Approach (25 points)
- Project Management (10 points)
- Capacity, Experience, and Readiness of the Applicant Organization (15 points)
- Partnerships and Collaborations (15 points)
- Performance Measures and Evaluation (10 points)
- Budget (5 points)

Populations Served and Demonstrated Need: (20 points)

- The extent to which the applicant clearly identifies the needs of and resources available for expectant and parenting teens, women, fathers, and their families in the communities, settings, and sites proposed for the project.
- The extent to which the applicant proposes a project that will reach community(ies), populations, settings, and sites with the greatest need for services.
- The extent to which the applicant proposes a project that addresses the needs identified and contributes to and enhances services already available in each community/setting/site.
- The extent to which the applicant's proposed project will maximize the number of expectant and parenting teens, women, fathers, and their families served in each

community, setting, and site. The estimates provided are realistic and based on thorough, accurate information about the total number of expectant and parenting teens, women, fathers, and families available to serve in each site and reasonable expectations for their participation.

Program Approach (25 points)

- The extent to which the applicant provides a clear description of the proposed program, including the goal(s), objectives, activities, and desired outcomes in the project narrative, work plan, and logic model.
- The proposed objectives and activities are reasonable, realistic, and appear likely to meet the goals and desired outcomes of the program. The strategies identified for recruitment and retention of participants are reasonable and likely to result in meeting target enrollment numbers and keeping those enrolled engaged in the program.
- The extent to which the proposed program aligns with the needs and resources of the expectant and parenting teens, women, fathers, and their families in the communities, settings, and sites served.
- The extent to which the proposed program meets the grant expectations as stated on pages 9-17.
- The extent to which the plan includes clear and reasonable guidelines or limits on the use of funds for public awareness and education activities, as applicable.

Project Management (10 points)

- The extent to which the applicant's project management plan is clear and appears adequate to effectively manage the program and obtain the desired outcomes.
- The extent to which the roles and responsibilities of the Project Director and other key staff are clear and sufficient to meet the goals, objectives, and desired outcomes of the program.
- The extent to which the Project Director and other key staff have/will have the experience and expertise needed to fulfill their roles and responsibilities on the grant, including but not limited to, expeditiously selecting and supporting subrecipients and other implementation partners to ensure effective programs for expectant and parenting teens, women, fathers, and their families.
- The extent to which the applicant has a plan for recruiting, training, and engaging staff that appears likely to result in positions being filled quickly, well-trained staff, and minimal staff turnover. The applicant's plan should address recruitment, training, and engagement for both staff already identified to work on the project and staff who will be recruited to fill open positions on the grant if funds are awarded.
- The extent to which the applicant identifies potential challenges and describes realistic strategies for overcoming such challenges.

Capacity, Experience, and Readiness of the Applicant Organization (15 points)

- The extent to which the work unit responsible for overseeing the proposed program at the applicant organization has the relevant experience, expertise, and previous accomplishments working with expectant and parenting teens, women, fathers, and their

families and in the target community(ies), settings, and sites needed to result in a successful program.

- The extent to which the applicant organization demonstrates internal and external support for the proposed program and has the resources and capability to oversee and implement the proposed program.
- The extent to which the applicant provides evidence to show that it is ready to begin implementing the program immediately upon receipt of grant funds, including a description of how funds will be awarded to any proposed subrecipients and the steps that will be taken to minimize the amount of time before proposed subrecipients receive funding and begin program implementation.

Partnerships and Collaboration (15 points)

- The extent to which the applicant identifies, or describes a process for how it will identify partners and/or subrecipients that is clear and likely to result in partners/subrecipients with the experience and expertise needed to ensure a successful program.
- The extent to which the roles and responsibilities for all partners and subrecipients are clearly described and likely to contribute to achieving the program's objectives and outcomes.
- The extent to which all partners and subrecipients on the grant demonstrate the ability to effectively fulfill their roles and responsibilities on the grant, appear likely to implement high quality, life-affirming services, and have a commitment and support from their organization for the program.

- The extent to which a current Memoranda of Understanding or Letter of Commitment clearly outlining roles, responsibilities, and commitment is provided for all partners and subrecipients named in the application.
- The extent to which the applicant has a clear and adequate plan for monitoring partners and subrecipients that will enable it to track program implementation and progress on meeting program goals and objectives, identify and address issues and challenges in real-time, and ensure coordination of efforts across partners and subrecipients.

Performance Measures and Evaluation: (10 points)

- The extent to which the applicant describes plans for ensuring that all required performance measures data are collected from all program implementation sites and reported to OAH annually, including plans to review applicable laws, policies, and procedures to confirm ability to collect required data;
- The extent to which the applicant clearly articulates plans for using data for continuous quality improvements;
- The extent to which the applicant describes plans for conducting an implementation evaluation that is aligned with the work plan and logic model and is feasible and reasonable.

Budget: (5 points)

- The extent to which the applicant provides a detailed first-year budget and line item justification for all operating expenses that is consistent with the proposed program objectives.
- The extent to which the applicant provides a combined multi-year budget for the project period that is consistent with the proposed program objectives.

- The extent to which the budget requested appears reasonable given the proposed program.
- No more than 10% of the total budget is for evaluation activities, including the collection of performance measure data.

2. Review and Selection Process

Each HHS/OASH Program's office is responsible for facilitating the process of evaluating applications and setting funding levels according to the criteria set forth above

An independent review panel will evaluate applications that meet the responsiveness criteria, if applicable, and are not disqualified. These reviewers are experts in their fields, and are drawn from academic institutions, non-profit organizations, state and local government, and Federal government agencies. Based on the Application Review Criteria as outlined under Section E.1, the reviewers will comment on and score the applications, focusing their comments and scoring decisions on the identified criteria. In addition to the independent review panel, Federal staff will review each application for programmatic, budgetary, and grants management compliance. The Director of the Office of Adolescent Health will make final award selections to be recommended to the Grants Management Officer for risk analysis. In making these decisions, the Director of the Office of Adolescent Health will take into consideration the following additional factor(s):

- a. Extent to which projects are geographically dispersed across the country.
- b. Extent to which tribal entities are represented.

All award decisions, including level of funding if an award is made, are final and you may not appeal.

3. Review of Risk Posed by Applicant

The HHS/OASH will evaluate, in accordance with 45 CFR § 75.205, each application selected for funding by the program official indicated in Review and Selection Process for risks before issuing an award. This evaluation may incorporate results of the evaluation of eligibility or the quality of an application. If we determine that a Federal award will be made, special conditions that correspond to the degree of risk assessed will be applied to the Federal award. Such conditions may include additional programmatic or financial reporting or releasing funds on a reimbursable rather than cash advance basis. OASH will use a risk-based approach and may consider any items such as the following:

- (a) Your financial stability;
- (b) Quality of management systems and ability to meet the management standards prescribed in 45 CFR part 75;
- (c) History of performance. Your record in managing Federal awards, if you are a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
- (d) Reports and findings from audits performed; and
- (e) Your ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

Prior to making a Federal award with a total Federal share greater than the simplified acquisition threshold (currently \$150,000), we are required to review and consider any

information about you that is in the designated integrity and performance system accessible through the System for Award Management (SAM) (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). You may, at your option, review information in SAM and comment on any information about yourself that a Federal awarding agency previously entered and is currently available through SAM. We will consider any comments by you, in addition to the other information in the designated system, in making a judgment about your integrity, business ethics, and record of performance under Federal awards when completing the review of risk.

If an we do not make an award to you because we determine your organization does not meet either or both of the minimum qualification standards as described in 45 CFR §75.205(a)(2), we must report that determination to FAPIIS, if certain conditions apply. At a minimum, the information in the system if you are a prior Federal award recipient must “demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards; and integrity and business ethics.” 45 CFR § 75.205(a)(2); see also 45 CFR §75.212 for additional information.

4. Anticipated Announcement and Federal Award Dates

HHS/OASH seeks to award funds as much in advance of the anticipated project start date shown in Section B “Federal Award Information,” as practicable, with a goal of 10-15 days. Note this is an estimated start date and award announcements may be made at a later date and with a later project period start date.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

HHS/ OASH does not release information about individual applications during the review process. If you would like to track your application, please see instructions at <http://www.grants.gov/web/grants/applicants/track-my-application.html>. The official document notifying you that a project application has been approved for funding is the Notice of Award (NOA), approved by a Grants Management Officer of the HHS/OASH OGM. If you are successful, you will receive this document via system notification from our grants management system (Grant Solutions) and/or via e-mail. This document notifies the successful recipient of the amount awarded, the purposes of the award, the anticipated length of the project period, terms and conditions of the award, and the amount of funding to be contributed by the recipient to project costs, if applicable.

If you receive an NOA, we strongly encourage you to read the entire document to ensure your organization's information is correct and that you understand all terms and conditions. You should pay specific attention to the terms and conditions, as some may require a time-limited response. The NOA will also identify the Grants Management Specialist and Program Project Officer assigned to the award for assistance and monitoring.

If you are unsuccessful or deemed ineligible according to the disqualification criteria, you will be notified by HHS/OASH by email and/or letter. If your application was reviewed by the independent review panel, you may receive summary comments pertaining to the application resulting from the review process. On occasion, you may receive a letter indicating that an application was approved but unfunded. These applications may be kept active for one year and

may be considered for award without re-competing should funds become available during the hold period.

2. Administrative and National Policy Requirements

If you are successful and receive a Notice of Award, in accepting the award, you agree that the award and any activities thereunder are subject to all provisions of 45 CFR part 75, currently in effect or implemented during the period of the award, or other Department regulations and policies in effect at the time of the award.

In addition, your organization must comply with all terms and conditions outlined in the Notice of Award, the U.S. Department of Health and Human Services (HHS) Grants Policy Statement (GPS), requirements imposed by program statutes and regulations and HHS grant administration regulations, as applicable, as well as any requirements or limitations in any applicable appropriations acts. The current HHS GPS is available at <http://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf> Please note HHS plans to revise the HHS GPS to reflect changes to the regulations; 45 CFR parts 74 and 92 have been superseded by 45 CFR part 75.

You may only use award funds to support activities outlined in the approved project plan. If your application is funded, your organization will be responsible for the overall management of activities within the scope of the approved project plan. Please consult the HHS GPS Section II and 45 CFR § 75.308 for aspects of your funded project that will require prior approval from the Grants Management Officer for any changes. Modifications to your approved project that will require prior approval include, but are not limited to: a change in the scope or the objective(s) of the project or program (even if there is no associated budget revision, such as reduction in services, closing of service or program site(s)); significant budget revisions,

including changes in the approved cost-sharing or matching; a change in a key person specified in your application; reduction in time devoted to the project by the approved project director or principal investigator, either as percentage of full-time equivalent of 25% or more or absence for 3 months or more; or the subawarding, transferring or contracting out of any work that was not described in the approved proposal.

Program Specific Terms and Conditions

Matching Funds

Recipients providing funding to Institutions of Higher Education to establish, maintain, or operate expectant and parenting student services shall ensure the IHE contributes an amount from non-Federal funds equal to 25 percent of the amount of the funding provided through the PAF program. The non-Federal share may be in cash or in-kind, fairly evaluated, including services, facilities, supplies, or equipment.

Annual Report to the State or Tribe

For each year that the grantee provides a high school, community service center, or IHE with funds from the PAF program, the site shall prepare and submit to the State or tribe a report that:

- Itemizes the sites expenditures to provide services for expectant and parenting teens, women, fathers, and their families for the fiscal year;
- Contains a review and evaluation of the performance of the site in fulfilling the expectations of the funding;

- Describes the achievement of the site in meeting the needs of the expectant and parenting teens, women, fathers, and families served, and the frequency with which they used the services available.

The funded State or tribe must determine the format of the report and the date by which the report is due from funded institutions or organizations. The funded State or tribe is required to either submit a copy of reports received from funded institutions or organizations to HHS/OASH or otherwise report to HHS/OASH on this information submitted from funded institutions or organizations.

Closeout of Award

Upon expiration of your project period, if we do not receive acceptable final performance, financial, and/or cash reports in a timely fashion within the closeout period, and we determine that closeout cannot be complete with your cooperation or that of the Principal Investigator/ Project Director, we may elect to complete a unilateral closeout. (See F.3 Reporting below for closeout reporting requirements.) As a result, we may determine that enforcement actions are necessary, including on another existing or future award, such as withholding support or a high-risk designation.

Lobbying Prohibitions

You shall not use any funds from an award made under this announcement for other than normal and recognized executive legislative relationships. You shall not use funds for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local

legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

You shall not use any funds from an award made under this announcement to pay the salary or expenses of any employee or subrecipient, or agent acting for you, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

The above prohibitions include any activity to advocate or promote any proposed, pending, or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

Non-Discrimination Requirements

Pursuant to Federal civil rights laws, if you receive an award under this announcement you must not discriminate on the basis of race, color, national origin, disability, age, and in some cases sex and religion. The HHS Office for Civil Rights provides guidance for complying with civil rights laws that prohibit discrimination. <https://www.hhs.gov/civil-rights/index.html>.

HHS provides guidance to recipients of federal financial assistance on meeting the legal obligation to take reasonable steps to provide meaningful access to persons with limited English proficiency. See *Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 68 Fed. Reg. 47311, 47313 (HHS Office for Civil Rights, 2003, www.gpo.gov/fdsys/pkg/FR-2003-08-08/pdf/03-20179.pdf) You must ensure your contractors and subrecipients also comply with federal civil rights laws

The *National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care* (National CLAS Standards), 78 Fed. Reg. 58539, 58543 (HHS Office of Minority Health, 2013, www.gpo.gov/fdsys/pkg/FR-2013-09-24/pdf/2013-23164.pdf), provides a practical framework for applicants to provide quality health care and services to culturally and linguistically diverse communities, including persons with limited English proficiency. Compliance with the National CLAS Standards meets the legal obligation to take reasonable steps to provide meaningful access to persons with limited English proficiency.

Smoke- and Tobacco-free Workplace

The HHS/OASH strongly encourages all award recipients to provide a smoke-free workplace and to promote the non-use of all tobacco products. This is consistent with the HHS/OASH mission to protect and advance the physical and mental health of the American people.

Acknowledgement of Funding and HHS Rights to Materials and Data

Federal support must be acknowledged in any publication you develop using funds awarded under this program, with language such as:

This publication (journal article, etc.) was supported by Award No. _____ from the Office of the Assistant Secretary of Health (OASH). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of OASH.

All publications you develop or purchase with funds awarded under this announcement must be consistent with the requirements of the program. You own the copyright for materials that you develop under this award, and pursuant to 45 CFR § 75.322(b), HHS reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use those materials for Federal purposes, and to authorize others to do so. In addition, pursuant to 45 CFR § 75.322(d), the Federal government has the right to obtain, reproduce, publish, or otherwise use data produced under this award and has the right to authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

Trafficking in Persons

Awards issued under this funding opportunity announcement are subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104). For the full text of the award term, go to http://www.hhs.gov/opa/grants/trafficking_in_persons_award_condition.html. If you are unable to access this link, please contact the Grants Management Specialist identified in this funding opportunity announcement to obtain a copy of the term.

Efficient Spending

This award may also be subject to the HHS Policy on Promoting Efficient Spending: Use of Appropriated Funds for Conferences and Meetings, Food, Promotional Items, and Printing and

Publications available at <http://www.hhs.gov/grants/contracts/contract-policies-regulations/efficient-spending/>

Pilot Whistleblower Protection

If you receive an award, you will be subject to a term and condition that applies the terms of 48 CFR § 3.908 to the award, and requires that you inform your employees in writing of employee whistleblower rights and protections under 41 U.S.C. § 4712 in the predominant native language of the workforce.

Same-sex Spouses, Marriages, and Households

A standard term and condition of award will be included in the final Notice of Award (NOA) that states: “In any grant-related activity in which family, marital, or household considerations are, by statute or regulation, relevant for purposes of determining beneficiary eligibility or participation, grantees must treat same-sex spouses, marriages, and households on the same terms as opposite-sex spouses, marriages, and households, respectively. By “same-sex spouses,” HHS means individuals of the same sex who have entered into marriages that are valid in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By “same-sex marriages,” HHS means marriages between two individuals validly entered into in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By “marriage,” HHS does not mean registered domestic partnerships, civil unions, or

similar formal relationships recognized under the law of the jurisdiction of celebration as something other than a marriage.”

3. Reporting

Performance Reports

You must submit performance reports on a semi-annual basis. Your performance reports must address content required by 45 CFR § 75.342(b)(2). The awarding program office may provide additional guidance on the content of the progress report. You must submit your performance reports by upload to our grants management system (GrantSolutions.gov), in the Grant Notes module.

You will also be required to submit a final performance report covering the entire project period 90 days after the end of the project period. You must submit the final report by upload to our grants management system (GrantSolutions.gov), in the Grant Notes module.

Performance Measures

OAH will collect performance measure data as described in Appendix B. Successful applicants shall submit this data to OAH no later than 30-days after the end of each twelve-month budget period. The measures are approved by the Office of Management and Budget (OMB) for collection and reporting (OMB No.0990-0460 Exp. Date 10/31/2020).

OAH will provide training on collecting and reporting required performance measure data. A list of potential measures is included in Appendix B. Performance measure data must be submitted by upload to the OAH PAF performance measure database (<https://paf.rti.org>).

Financial Reports

You will be required to submit quarterly Federal Financial Reports (FFR) (SF-425). Your specific reporting schedule will be issued as a condition of award. You will also be required to submit a final FFR covering the entire project period 90 days after the end of the project period. You must submit FFRs via our grants management system (GrantSolutions.gov) FFR module.

Quarterly cash reporting to the HHS Payment Management System on the FFR is also required. Please note, at this time, these FFR reports are separate submissions via the Payment Management System. At this time, data is not transferable between the two systems and you will report twice on certain data elements.

Audits

If your organization receives \$750,000 or greater in Federal funds, it must undergo an independent audit in accordance with 45 CFR part 75, subpart F.

Non-competing Continuation Applications and Awards

Each year of the approved project period, you will be required to submit a noncompeting application which includes a progress report for the current budget year, and work plan, budget and budget justification for the upcoming year. Specific guidance will be provided via Grant Solutions well in advance of the application due date. HHS/OASH will award continuation funding based on availability of funds, satisfactory progress of the project, grants management compliance, including timely reporting, and continued best interests of the government. Additionally, failure to provide final progress or financial reports on other awards from HHS

may affect continuation funding.

FFATA and FSRS Reporting

The Federal Financial Accountability and Transparency Act (FFATA) requires data entry at the FFATA Subaward Reporting System (<http://www.FSRS.gov>) for all sub-awards and sub-contracts issued for \$25,000 or more as well as addressing executive compensation for both recipient and sub-award organizations.

Reporting of Matters Relating to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph A.2 of Appendix XII to 45 CFR part 75—Award Term and Condition for Recipient Integrity and Performance Matters. This is a statutory requirement (41 U.S.C. § 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available. For more information about this reporting requirement related to recipient integrity and performance matters, see Appendix XII to 45 CFR part 75.

Other Required Notifications

Before you enter into a covered transaction at the primary tier, in accordance with 2 CFR § 180.335, you as the participant must notify HHS/OASH, if you know that you or any of the principals for that covered transaction:

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in 2 CFR § 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period;
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses listed in 2 CFR § 180.800(a); or
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

At any time after you enter into a covered transaction, in accordance with 2 CFR § 180.350, you must give immediate written notice to HHS/OASH if you learn either that—

- (a) You failed to disclose information earlier, as required by 2 CFR § 180.335; or
- (b) Due to changed circumstances, you or any of the principals for the transaction now meet any of the criteria in 2 CFR § 180.335.

G. CONTACTS

Administrative and Budgetary Requirements:

For information related to administrative and budgetary requirements, contact the HHS/OASH grants management specialist listed below.

Brenda Donaldson

Office of Grants Management

1101 Wootton Parkway, Suite 550

Rockville, MD

Phone: 240-453-8822

Email: brenda.donaldson@hhs.gov

Program Requirements

For information on program requirements, please contact the program office representative listed below. Letters of Intent should be emailed to the address below.

Attn: OAH PAF Program FY2018 FOA

1101 Wootton Parkway, Suite 700

Rockville, MD 20852

Phone: 240-453-2846

Email: FY18PAF_FOA@hhs.gov

Electronic Submission Requirements

For information or assistance on submitting your application electronically via Grants.gov, please contact Grants.gov directly. Assistance is available 24 hours a day, 7 days per week.

GRANTS.GOV Applicant Support

Website: www.grants.gov

Phone: 1-800-518-4726

Email: support@grants.gov

H. OTHER INFORMATION

Awards under this Announcement

We are not obligated to make any Federal award as a result of this announcement. If awards are made, they may be issued for project periods shorter than indicated. Only the grants officer can bind the Federal government to the expenditure of funds. If you receive communications to negotiate an award or request additional or clarifying information, this does not mean you will receive an award; it only means that your application is still under consideration.

Application Elements

The below is a summary listing of all the application elements required for this funding opportunity.

Application for Federal Assistance (SF-424)

Budget Information for Non-construction Programs (SF-424A)

Assurances for Non-construction Programs (SF-424B)

Disclosure of Lobbying Activities (SF-LLL)

Project Abstract Summary

Project Narrative – Submit all Project Narrative content as a single acceptable file, specified above.

Budget Narrative – Submit all Budget Narrative content as a single acceptable file, specified above.

Appendices – Submit all appendix content as a single acceptable file, specified above **in the Attachments section of your Grants.gov application.**

Letter from the Authorized Representative authorizing the agency to apply on behalf of the State or tribe, Work plan, Logic Model, Memoranda of Understanding or Letters of Commitment from partners and subrecipients, Curricula Vitae/Resume for Key Personnel, Position Descriptions for Open Positions.



1/12/18

Evelyn Kappeler, Director, OAH

Date

Appendix A – Glossary of Terms

ACCOMPANIMENT- The term "accompaniment" means assisting, representing, and accompanying a woman in seeking judicial relief for child support, child custody, restraining orders, and restitution for harm to persons and property, and in filing criminal charges, and may include the payment of court costs and reasonable associated attorney and witness fees.

COMMUNITY SERVICE CENTER - The term "community service center" means a non-profit organization that provides social services to residents of a specific geographical area via direct service or by contract with a local governmental agency.

ELIGIBLE INSTITUTION OF HIGHER EDUCATION - The term "eligible institution of higher education" means an institution of higher education (as such term is defined in section 101 of the Higher Education Act of 1965 (20 U.S.C. 1001)) that has established and operates, or agrees to establish and operate upon the receipt of a grant under this part, a pregnant and parenting student services office.

ELIGIBLE PREGNANT WOMAN – The term "eligible pregnant woman" means any female of any age who is pregnant on the date on which she becomes a victim of domestic violence, sexual violence, sexual assault, or stalking or who was pregnant during the one-year period before such date.

HIGH SCHOOL - The term "high school" means any public or private school that operates grades 10 through 12, inclusive, grades 9 through 12, inclusive or grades 7 through 12, inclusive.

INTERVENTION SERVICES - The term "intervention services" means, with respect to domestic violence, sexual violence, sexual assault, or stalking, 24-hour telephone hotline services for police protection and referral to shelters. The term "intervention services" does not include referrals for abortion services.

MEDICALLY ACCURATE AND COMPLETE – The term "medically accurate and complete" means the information will be referenced to peer reviewed publications by educational, scientific, governmental, or health organizations.

STATE - The term "State" includes the District of Columbia, any commonwealth, possession, or other territory of the United States.

SUPPORTIVE SOCIAL SERVICES - The term "supportive social services" means transitional and permanent housing, vocational counseling, and individual and group counseling aimed at preventing domestic violence, sexual violence, sexual assault, or stalking.

VIOLENCE – The term "violence" means actual violence and the risk or threat of violence.

Appendix B - Pregnancy Assistance Fund Performance Measures

OMB# 0990-0460
Expiration Date: 10/31/2020

Training and Professional Development

1. How many grantee or partner staff have been trained or received professional development relevant to implementing the PAF program services or working with the expectant and parenting population during the federal grant year (July 1-June 30) through the PAF grant?

Partnerships, Services, and Sustainability

1. How many program partners from each sector listed below were actively engaged in the PAF project of the federal grant year? [Actively engaged partners should include both state-level and local/community partner organizations who either serve as a PAF program implementation site, provide services to the expectant and parenting PAF participants, and/or provide technical assistance, or advice related to the PAF program such as to a PAF grantee or sub-grantee]

Education (K-12, Institutions of Higher Education) _____

Labor/Workforce Development Agencies _____

Health Care and Public Health (Hospitals, providers, public health departments) _____

Mental & Behavioral Health Care Providers (including substance abuse prevention and treatment) _____

Housing Agencies _____

Child Care/Early Education (including Child Care Resource & Referrals, Day Care centers, Head Start, etc.) _____

Faith-Based Organizations _____

Social Services or Human Services Agencies _____

Adoption or Foster Care Agencies _____

Juvenile Justice _____

Other Agencies _____

Total Number of Partners (unduplicated): _____

2. Provide the name and address of each program partner identified in question 1 above
3. How many expectant and parenting teens, students, and their families were assisted in locating each of the services below?

Inclusion of maternity coverage and the availability of riders for additional family members in student health care _____

Family housing _____

Child care _____

Flexible or alternative academic scheduling _____

Education to improve parenting skills _____

Education to strengthen marriages _____

Material needs of expectant and parenting teens and students (such as maternity and baby clothing, baby food, baby furniture) _____

Post-partum counseling _____

4. How many expectant or parenting teens or students received referrals for each of the services below?

Prenatal care and delivery _____

Infant or foster care _____

Adoption _____

5. If grantee provided funding to its State Attorney General or functional equivalent for tribes, how many eligible pregnant women received each of the services below:

Intervention services (such as a 24-hour hotline for police protection and referrals to shelters) _____

Accompaniment services:

Assisting, representing, and accompanying a woman in seeking judicial relief for child support, child custody, restraining orders, and restitution for harm to persons and property _____

Filing criminal charges _____

Supportive social services:

Transitional or permanent housing _____

Vocational counseling _____

Mental health services _____

Individual or group counseling aimed at preventing domestic violence, sexual violence, sexual assault, or stalking _____

6. If grantee provided funding to its State Attorney General or functional equivalent for tribes, how many State, tribal, territorial, or local governments, law enforcement agencies, or courts received technical assistance and/or training on the topics below?

The identification of eligible pregnant women experiencing domestic violence, sexual violence, sexual assault, or stalking _____

The assessment of the immediate and short-term safety of such a pregnant woman, the evaluation of the impact of the violence or stalking on the pregnant women's health, and the assistance of the pregnant woman in developing a plan aimed at preventing further domestic violence, sexual violence, sexual assault, or stalking _____

The maintenance of complete medical or forensic records (including the documentation of any examination, treatment given, and referrals made, recording the location and nature of the pregnant women's injuries, and the establishment of mechanisms to ensure the privacy and confidentiality of those medical records _____

The identification and referral of the pregnant woman to appropriate public and private nonprofit entities that provide intervention services, accompaniment, and supportive social services _____

7. If grantee provided funding to its State Attorney General or functional equivalent for tribes, how many professionals working in legal, social service and health care settings, nonprofit organizations, or faith-based organizations received technical assistance and/or training on the topics below?

The identification of eligible pregnant women experiencing domestic violence, sexual violence, sexual assault, or stalking _____

The assessment of the immediate and short-term safety of such a pregnant woman, the evaluation of the impact of the violence or stalking on the pregnant women's health, and the assistance of the pregnant woman in developing a plan aimed at preventing further domestic violence, sexual violence, sexual assault, or stalking _____

The maintenance of complete medical or forensic records (including the documentation of any examination, treatment given, and referrals made, recording the location and nature of the pregnant women's injuries, and the establishment of mechanisms to ensure the privacy and confidentiality of those medical records _____

The identification and referral of the pregnant woman to appropriate public and private nonprofit entities that provide intervention services, accompaniment, and supportive social services _____

8. How many program implementation sites (sub-awardees) were funded by the PAF grant during the grant year (July 1-June 30), by type:

High Schools (high school, charter school, any secondary school) _____

Institutes of Higher Education (2 yr. colleges, community colleges) _____

Institutes of Higher Education (4 yr. colleges/universities, public or private) _____

Community Service Organizations _____

Other (specify) _____

Total _____

9. How many program implementation sites (sub-awardees) were funded by the PAF grant in each of the following categories of urbanicity. [*Specific definitions will be provided to grantees based on the 2013 National Center for Health Statistics Urban-Rural Classification Scheme for Counties*]:

Urban _____

Rural _____

Suburban _____

10. How many of the program sites (sub-awardees) report having plans to continue implementation of the core services for the expectant and parenting population after the end of OAH funding? (*Firm plans includes having a work plan to continue implementation of services at the site, formal agreements with program providers to continue core program services at the site*) _____

Participant Reach and Demographics

1. During the federal grant year (July 1-June 30), how many expectant and/or parenting participants did the PAF program serve within each of the following settings? Include the total number for each category:

Expectant or parenting mothers at high schools _____

Expectant or parenting fathers at high schools _____

Expectant or parenting mothers at Institutions of Higher Education _____

Expectant or parenting fathers at Institutions of Higher Education _____

Expectant or parenting mothers at community service organizations _____

Expectant or parenting fathers at community service organizations _____

Expectant or parenting mothers at other settings _____

Expectant or parenting fathers at other settings _____

Total number of expectant and parenting participants (all Settings): _____

2. During the federal grant year (July 1-June 30), how many dependent children of expectant or parenting teens, students, or young adults were served by the PAF program?

Dependent Children of an expectant or parenting student, teen, or young adult _____

3. During the federal grant year (July 1-June 30), how many extended family members of expectant and parenting participants were served by the PAF program? _____

[Extended family members are defined as other partners, spouses, Parents or guardians of expectant and parenting students, teens, youth, and young adults who were not covered in questions 1-3]

4. Indicate the number of expectant and parenting teens, students, and young adults served by the PAF program during the federal grant year (July 1-June 30) by their racial category:

White _____

African American or Black _____

American Indian or Alaska Native _____

Asian _____

Native Hawaiian/Pacific Islander _____

More than 1 Race _____

Other Race _____

Race Unknown/Not Reported _____

5. Indicate the number of expectant and parenting teens, students, and young adults served by the PAF program during the federal grant year (July 1-June 30) by their ethnicity:
 - Hispanic/Latino _____
 - Non-Hispanic/Latino _____
 - Ethnicity Unknown/Not-Reported _____

6. Indicate the number of expectant and parenting teens, students, and young adults served by the PAF program during the federal grant year (July 1-June 30) by their age (as of [Insert Date]):
 - ≤14 _____
 - 15 _____
 - 16 _____
 - 17 _____
 - 18 _____
 - 19 _____
 - 20-24 _____
 - 25+ _____
 - Unknown/not reported _____

Violence Prevention

Questions 1-2 are only required for those grantees who are working with their State Attorney General to improve services for pregnant women who are victims of violence.

1. How many individuals from government, private non-profit, and other agencies serving victims of stalking, sexual assault, and IPV received training on violence against expectant and parenting teens and women through the PAF grant? _____

2. How many expectant and parenting female participants who are victims of IPV, sexual violence, sexual assault, or stalking received any of the following services directly through the PAF program? Indicate the number in each category below.
 - Supportive social services (e.g., individual or group counseling) _____

 - Accompaniment services (e.g., assisting, representing, and accompanying women during court proceedings) _____

 - Intervention services (e.g., referral to 24 hour telephone hotline services for police protection and referral to shelters) _____