



CITY OF AMESBURY  
IN THE YEAR TWO THOUSAND TWENTY-FOUR

RECEIVED  
CITY CLERK

2024 SEP 20 3:39

CITY OF AMESBURY, MA

SPONSORED BY: Kassandra Gove **BILL No. 2024-130**  
Kassandra Gove, Mayor

**An Order** to authorize the Mayor to accept and expend, for its fifth year, a Drug Free Communities Support Program Grant from the United States Department of Health and Human Services (HHS) Centers for Disease Control and Prevention (CDCP).

**Summary:** This \$125,000.00 federal grant from HHS/CDCP will fund the Partnership of Amesbury Community and Teens (PACT) Coalition's Substance Abuse Prevention Program. This grant seeks to address two major goals: to establish and strengthen collaboration among communities, public and private non-profit agencies, and federal, state, local and tribal governments to support the efforts of community coalitions; and to reduce substance use among youth and, over time, among adults.

This project has a total yearly value of \$250,000.00, with \$125,000.00 of non-federal City match, and has been approved from December 31, 2020 through September 29, 2025. It is anticipated that the grant may be renewed beyond the end of this period if the program achieves demonstrated success.

**Be it Ordered by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:**

That the City of Amesbury authorizes the Mayor to accept and expend a Drug Free Communities Support Program Grant from the United States Department of Health and Human Services (HHS) Centers for Disease Control and Prevention (CDCP) in the amount of \$125,000.00.





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| <b>Recipient Information</b>   |
| <p><b>1. Recipient Name</b><br/>AMESBURY, CITY OF<br/>62 Friend St STE 1<br/>Amesbury, MA 01913-2825</p> <p><b>2. Congressional District of Recipient</b><br/>06</p> <p><b>3. Payment System Identifier (ID)</b><br/>1046001067A2</p> <p><b>4. Employer Identification Number (EIN)</b><br/>046001067</p> <p><b>5. Data Universal Numbering System (DUNS)</b><br/>073807398</p> <p><b>6. Recipient's Unique Entity Identifier (UEI)</b><br/>LAC5MQNIZG55</p> <p><b>7. Project Director or Principal Investigator</b><br/><br/>Dr. Danielle Ricci<br/>Acting Principal Amesbury High School<br/>Danielle.ricci@amesburyma.org<br/>9783884800</p> <p><b>8. Authorized Official</b><br/><br/>Kassandra Gove<br/>govck@amesburyma.gov<br/>978-388-8121</p> |
| <p><b>Federal Agency Information</b><br/>CDC Office of Financial Resources</p> <p><b>9. Awarding Agency Contact Information</b><br/>Ebony Jackson<br/>Grantor<br/>tjy0@cdc.gov<br/>678-475-4977</p> <p><b>10. Program Official Contact Information</b><br/>Mr. Gregory Smith<br/>Public Health Advisor<br/>qmj7@cdc.gov<br/>404.498.2132</p>   |

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| <b>Federal Award Information</b>   |
| <p><b>11. Award Number</b><br/>5 NH28CE003048-05-00</p> <p><b>12. Unique Federal Award Identification Number (FAIN)</b><br/>NH28CE003048</p> <p><b>13. Statutory Authority</b><br/>Drug-Free Communities Act, 21 USC 1531 et seq., P.L. 105-20</p> <p><b>14. Federal Award Project Title</b><br/>The Partnership of Amesbury Community and Teens (PACT) Coalition's Substance Use Prevention Plan</p> <p><b>15. Assistance Listing Number</b><br/>93.276</p> <p><b>16. Assistance Listing Program Title</b><br/>Drug-Free Communities Support Program Grants</p> <p><b>17. Award Action Type</b><br/>Non-Competing Continuation</p> <p><b>18. Is the Award R&amp;D?</b><br/>No</p> |

|   |                                  |
|---|----------------------------------|
| <b>Summary Federal Award Financial Information</b>  |                                  |
| <b>19. Budget Period Start Date</b>   | 09/30/2024 - End Date 09/29/2025 |
| <b>20. Total Amount of Federal Funds Obligated by this Action</b>   | \$125,000.00                     |
| 20a. Direct Cost Amount   | \$125,000.00                     |
| 20b. Indirect Cost Amount   | \$0.00                           |
| <b>21. Authorized Carryover</b>   | \$0.00                           |
| <b>22. Offset</b>   | \$0.00                           |
| <b>23. Total Amount of Federal Funds Obligated this budget period</b>   | \$0.00                           |
| <b>24. Total Approved Cost Sharing or Matching, where applicable</b>  | \$203,864.00                     |
| <b>25. Total Federal and Non-Federal Approved this Budget Period</b>  | \$328,864.00                     |
| <b>26. Period of Performance Start Date</b>   | 12/31/2020 - End Date 09/29/2025 |
| <b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance</b> | \$1,379,580.00                   |

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| <p><b>28. Authorized Treatment of Program Income</b><br/>ADDITIONAL COSTS</p> <p><b>29. Grants Management Officer - Signature</b><br/>Mrs. Rhonda Colbert<br/>Grants Management Officer</p> |
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| <b>30. Remarks</b> |
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DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 5 NH28CE003048-05-00  
FAIN# NH28CE003048  
Federal Award Date: 08/16/2024

| Recipient Information   |
|---|
| <b>Recipient Name</b><br>AMESBURY, CITY OF<br>62 Friend St STE 1<br>Amesbury, MA 01913-2825 |
| <b>Congressional District of Recipient</b><br>06  |
| <b>Payment Account Number and Type</b><br>1046001067A2                                      |
| <b>Employer Identification Number (EIN) Data</b><br>046001067                               |
| <b>Universal Numbering System (DUNS)</b><br>073807398                                       |
| <b>Recipient's Unique Entity Identifier (UEI)</b><br>LAC5MQNIZG55                           |

|   |
|---|
| <b>31. Assistance Type</b><br>Cooperative Agreement |
| <b>32. Type of Award</b><br>Other                   |

| 33. Approved Budget<br>(Excludes Direct Assistance)                                 |                     |
|---|---------------------|
| I. Financial Assistance from the Federal Awarding Agency Only                       |                     |
| II. Total project costs including grant funds and all other financial participation |                     |
| a. Salaries and Wages   | \$72,600.00         |
| b. Fringe Benefits  | \$15,120.00         |
| c. Total Personnel Costs  | \$87,720.00         |
| d. Equipment  | \$0.00              |
| e. Supplies   | \$6,520.00          |
| f. Travel   | \$5,860.00          |
| g. Construction   | \$0.00              |
| h. Other  | \$4,900.00          |
| i. Contractual  | \$20,000.00         |
| <b>j. TOTAL DIRECT COSTS</b>  | <b>\$125,000.00</b> |
| <b>k. INDIRECT COSTS</b>  | <b>\$0.00</b>       |
| <b>l. TOTAL APPROVED BUDGET</b>   | <b>\$125,000.00</b> |
| <b>m. Federal Share</b>   | <b>\$125,000.00</b> |
| <b>n. Non-Federal Share</b>   | <b>\$203,864.00</b> |

| 34. Accounting Classification Codes |                |                     |              |          |                                 |               |
|-------------------------------------|----------------|---------------------|--------------|----------|---------------------------------|---------------|
| FY-ACCOUNT NO.                      | DOCUMENT NO.   | ADMINISTRATIVE CODE | OBJECT CLASS | CFDA NO. | AMT ACTION FINANCIAL ASSISTANCE | APPROPRIATION |
| 4-9390JXT                           | 21NH28CE003048 | CE                  | 41.51        | 93.276   | \$125,000.00                    | 75-24-0943    |



**DEPARTMENT OF HEALTH AND HUMAN SERVICES** Notice of Award

Centers for Disease Control and Prevention

Award# 5 NH28CE003048-05-00

FAIN# NH28CE003048

Federal Award Date: 08/16/2024

**Direct Assistance**

| BUDGET CATEGORIES | PREVIOUS AMOUNT (A) | AMOUNT THIS ACTION (B) | TOTAL (A + B) |
|-------------------|---------------------|------------------------|---------------|
| Personnel         | \$0.00              | \$0.00                 | \$0.00        |
| Fringe Benefits   | \$0.00              | \$0.00                 | \$0.00        |
| Travel            | \$0.00              | \$0.00                 | \$0.00        |
| Equipment         | \$0.00              | \$0.00                 | \$0.00        |
| Supplies          | \$0.00              | \$0.00                 | \$0.00        |
| Contractual       | \$0.00              | \$0.00                 | \$0.00        |
| Construction      | \$0.00              | \$0.00                 | \$0.00        |
| Other             | \$0.00              | \$0.00                 | \$0.00        |
| <b>Total</b>      | <b>\$0.00</b>       | <b>\$0.00</b>          | <b>\$0.00</b> |

# AWARD ATTACHMENTS

AMESBURY, CITY OF

5 NH28CE003048-05-00

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1. Terms

**Budget Period:** 5

**Fiscal Agent Name:** City Of Amesbury

**Coalition Name:** Partnership of Amesbury Community and Teens (PACT)

## AWARD INFORMATION

**Incorporation:** In addition to the federal laws, regulations, policies, and CDC General Terms and Conditions for Non-research awards at <https://www.cdc.gov/grants/federal-regulations-policies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number **CDC-RFA-CE20-2002**, entitled **Drug-Free Communities (DFC Support Program-Non-Competing Continuation**, and application dated March 13, 2024, as may be amended, which are hereby made a part of this Non-research award, hereinafter referred to as the Notice of Award (NOA).

**Total Approved Funding is included in Summary Federal Award Financial Information on page 1 of the NOA.** All future year funding will be based on satisfactory programmatic progress and the availability of funds.

The federal award amount is subject to adjustment based on total allowable costs incurred and/or the value of any third-party in-kind contribution when applicable.

Note: Refer to the Payment Information section for Payment Management System (PMS) subaccount information.

**Financial Assistance Mechanism:** Grant

**Key Personnel:** In addition to the Principal Investigator/Project Director identified in this Notice of Award, the application and work plan included individuals considered key personnel. In accordance 45 CFR Part 75.308, the recipient must request prior approval from CDC to change the following individual/position:

***Kassandra Gove- Authorized Organization Representative***  
***Danielle Ricci- Program Director/Principal Investigator***  
***Kelly McKora- Project Coordinator***

**Budget Revision Requirement:** By October 30, 2024 the recipient must submit a revised budget with a narrative justification regarding the administrative restriction identified in the "Funding Restrictions and Limitations" section of this NoA. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the CDC Staff Contacts section of this notice before the due date.

**Expanded Authority:** The recipient is permitted the following expanded authority in the administration of the award.

- Carryover of unobligated balances from one budget period to a subsequent budget period. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of carried over unobligated funds in Section 12 "Remarks" of the annual Federal Financial Report. If the GMO determines that some or all of the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient's authority to automatically carry over unobligated balances in the future, use the balance to reduce or offset CDC funding for a subsequent budget period, or use a combination of these actions.

## FUNDING RESTRICTIONS AND LIMITATIONS

**Unallowable Cost:** The following item of cost has been added to the DFC Funding Restrictions. All other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

- **Vaping Detection Devices:** DFC funds may not be used for Vaping Detection Devices.

**Administrative Restriction(s):** Travel costs are restricted due to an error in the calculations. Review the cost and make the necessary revisions. Submit a revised budget showing the correction. The revised budget must be submitted via GrantSolutions as an amendment and GMO approval is provided via Notice of Award.

**Indirect Costs:**

Indirect costs are not applicable to this award.

**Matching Funds Requirement:** The required level of non-federal participation for the Drug Free Communities Grant Program is listed below:.

| Grant Year | Matching Requirement |
|------------|----------------------|
| 1-6        | 100%                 |
| 7-8        | 125%                 |
| 9-10       | 150%                 |

Matching is generally calculated on the basis of the federal award amount and is comprised of recipient contributions proposed to support anticipated costs of the project during a specific budget period (confirmation of the existence of funding is supplied by the recipient via their Federal Financial Report). The recipient must be able to account separately for stewardship of the federal funding and for any required matching; it is subject to monitoring, oversight, and audit. The recipient may not use matching expenditures to count toward any Maintaining State Funding requirement.

When a recipient requests a carryover of unobligated funds from prior year(s), matching funds equal to the new requirement must be on record in the CDC grant file, or the recipient must provide evidence with the carryover request.

## REPORTING REQUIREMENTS

**DFC Progress Report:**

In addition to the CDC Annual Performance/Progress Report (APR) which also serves as the non-competing continuation application, all DFC Recipients are required to submit a DFC Progress Report in August of the current calendar year (e.g. August 2024). The CDC program office will be in communication about the exact date. The report must be submitted through the DFC Me system (<https://dfcme.ondcp.eop.gov/>). For more information on the DFC Me system, please contact the DFC National Evaluation Team at [dfc\\_evaluators@icf.com](mailto:dfc_evaluators@icf.com).

### **Core Measures Data**

DFC recipients are required to provide core measures data every two years, via the DFC Me system, on the following core measures for alcohol, tobacco, marijuana, and (illicit) use of prescription drugs for three grades (6th-12th) with a recommended combination of at least one middle school grade and at least one high school grade:

1. Past 30-day use
2. Perception of risk or harm
3. Perception of parental disapproval of use
4. Perception of peer disapproval of use

### **Year 6 Recipients**

Year 6 recipients who received continuous funding between Years 5 and 6 will remain on the core measure reporting schedule established in the first five years of DFC funding.

Year 6 recipients who have not had sequential years of DFC funding will need to speak with the DFC National Evaluation Team to determine when to report core measures. Please contact the DFC National Evaluation Team at [dfc\\_evaluators@icf.com](mailto:dfc_evaluators@icf.com) for more information.

## **PROGRAM OR FUNDING GENERAL REQUIREMENTS**

**Key Personnel Requirements:** The following are updates to the DFC Key Personnel Requirements. All other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

### **Authorized Organization Representative (AOR)**

- The AOR must not be the same person as the project coordinator.

### **Program Director or Principal Investigator (PD/PI)**

- The PI/PD is no longer required to be an employee of the recipient organization.

**Award Expectations and Noncompliance:** We can take corrective actions if your performance is poor. This means CDC may impose other enforcement actions in accordance with [45 CFR 75.371-Remedies for Noncompliance](#).

## **PAYMENT INFORMATION**

**Payment Management System Subaccount:** Funds awarded in support of approved activities have been obligated in a subaccount in the PMS, herein identified as the "P Account". Funds must be used in support of approved activities in the NOFO and the approved application.

The grant document number identified beginning on the bottom of Page 2 of the Notice of Award must be known in order to draw down funds.

## **CLOSEOUT REQUIREMENTS**

Standard closeout reporting requirements are identified in the General Terms and Conditions, which are published on the CDC website at <https://www.cdc.gov/grants/federal-regulations-policies/index.html>.