

RESOLUTION NO. 2016- 245

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE FOOD AND DRUG ADMINISTRATION (FDA) FOR THE PROJECT: MAINTAINING FDA VOLUNTARY STANDARDS – TAKING CARE OF VINELAND.

WHEREAS, the Food and Drug Administration (FDA), has submitted to the City of Vineland notice of grant award, for the Voluntary National Retail Food Regulatory Program Standards for the project entitled “Maintaining FDA Voluntary Standards: Taking Care of Vineland”; and

WHEREAS, the overall goal of this project is to reduce the incidence of foodborne illness risk factors in our community, which would be accomplished by increasing the quantity of time that inspectors spend working directly with our retail food facilities, educating food handlers and encouraging active managerial control; and

WHEREAS, purpose of this grant is to purchase software that will allow the City’s inspectors to create reports much quicker and easier than the current system, allowing more time in the field for inspections and educational efforts; and

WHEREAS, the approved grant amount for the second year is \$48,638.00, for the period beginning July 1, 2016 through June 30, 2017 and if successful, the City will receive \$70,000 for the next three (3) budget periods, covering the period through June 30, 2020; and

WHEREAS, it is considered to be in the best interest of the City of Vineland that said funding approval be accepted; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that the Health Director or his designee are hereby authorized and directed to execute the Grant Agreement and such other documents as required between the Food and Drug Administration and the City of Vineland for the project entitled “Maintaining FDA Voluntary Standards: Taking Care of Vineland”.

Adopted:

President of Council

ATTEST:

City Clerk



Notice of Grant Award

RESEARCH DEMONSTRATION COOPERATIVE
AGREEMENTS
Department of Health and Human Services

Issue Date: 07/01/2016



FOOD AND DRUG ADMINISTRATION

Grant Number: 5U18FD005594-02
FAIN: U18FD005594

Principal Investigator:
Jeanne Garbarino

Project Title: Maintaining FDA Voluntary Standards: Taking Care of Vineland

Garbarino, Jeanne Claire
Principal REHS
640 E. Wood Street
P.O. Box 1508
Vineland, NJ 083621508

Award e-mailed to: dmonaco@vinelandcity.org


Budget Period: 07/01/2016 – 06/30/2017
Project Period: 09/10/2015 – 06/30/2020

Dear Business Official:

The Food and Drug Administration hereby awards a grant in the amount of \$48,638 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to CITY OF VINELAND in support of the above referenced project. This award is pursuant to the authority of PHS Act, Sec 1706, 42 USC 300u-5, as amended; Sec2(d), PL 98-551 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

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

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

Sincerely yours,

Kimberly Pendleton
Grants Management Officer
Office of Acquisitions & Grants Services
Division of Acquisition Support and Grants
Grants & Assistance Team
FOOD AND DRUG ADMINISTRATION

See additional information below

SECTION I – AWARD DATA – 5U18FD005594-02

Award Calculation (U.S. Dollars)

Salaries and Wages \$5,291
 Personnel Costs (Subtotal) \$5,291
 Equipment \$70,967

Federal Direct Costs \$76,258
 Approved Budget \$76,258
 Federal Share \$76,258
 Less Unobligated Balance \$27,620
TOTAL FEDERAL AWARD AMOUNT \$48,638

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$48,638

SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD	CUMULATIVE TOTALS	
2	\$48,638	\$48,638	\$48,638
3	\$48,638	\$48,638	\$48,638
4	\$48,638	\$48,638	\$48,638
5	\$48,638	\$48,638	\$48,638

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

Fiscal Information:

CFDA Number: 93.103
 EIN: 1216001670A4
 Document Number: UFD005594A
 PMS AccountType P(Subaccount)
 Fiscal Year: 2016

IC	CAN	2016	2017	2018	2019
FD	6990928	\$48,638	\$48,638	\$48,638	\$48,638

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

FDA Administrative Data:

PCC: ORA8 / OC: 414P / Processed: ERAAPPS 07/01/2016

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U18FD005594-02

Grant payments will be made available through the DHHS Payment Management System (PMS). PMS is administered by the Division of Payment Management, Program Support Center (PSC), DHHS, Office of the Deputy Assistant Secretary, Finance. Requests for downloadable forms and inquiries regarding payment should be directed to:

Regular Mailing Address:
 Division of Payment Management
 P.O. Box 6021
 Rockville, MD 20852
 Telephone: (301) 443-1660

Included are the following Links & Instructions for drawing down funds, reporting expenditures, required forms, and the help desk info:

Homepage: <http://www.dpm.psc.gov/Default.aspx>

Grant Recipient Information:

http://www.dpm.psc.gov/grant_recipient/grant_recipient.aspx?explorer.event=true

Grant Recipient Forms:

http://www.dpm.psc.gov/grant_recipient/grantee_forms.aspx?explorer.event=true

PMS Help Desk: <http://www.dpm.psc.gov/help/help.aspx?explorer.event=true>

The ONE-DHHS Help Desk for PMS Support is now available Monday – Friday from 7 a.m. to 9 p.m. EST (except Federal Holidays). Phone (877) 614-5533; Email PMSSupport@psc.gov

SECTION III – TERMS AND CONDITIONS – 5U18FD005594-02

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

- a. The grant program legislation and program regulation cited in this Notice of Grant Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75.
- d. The HHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. Federal Award Performance Goals: As required by the periodic report in the RPPR or in the final progress report when applicable.
- f. A required Federal Financial Report (FFR) SF-425 must be submitted annually. FDA now requires all annual financial expenditure reports to be submitted electronically using the Federal Financial Report (FFR) system located in the eRA Commons. Annual FFRs must be submitted for each budget period no later than 90 days after the end of the calendar quarter in which the budget period ended. The reporting period for an annual FFR will be that of the budget period for the particular grant; however, the actual submission date is based on the calendar quarter. Failure to submit timely reports may affect future funding
- g. Closeout Requirements (when applicable): A Final Program Progress Activity Report, Final Federal Financial Report SF-425, Final Invention Statement HHS-568 (if applicable), Tangible Personal Property Report SF-428, and Statement of Disposition of Equipment (if applicable) must be submitted within 90 days after the expiration date of the project period.
- h. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award has been assigned the Federal Award Identification Number (FAIN) U18FD005594. Recipients must document the assigned FAIN on each consortium/subaward issued under this award.

Treatment of Program Income: Additional Costs

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and

administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – FD Special Terms and Condition – 5U18FD005594-02

6/30/2016 – This award also reflects approval of carryover from Year 1 into Year 2 of \$27,620.

Expanded Authorities Do NOT Apply to this Award

The following special terms of award are in addition to, and not in lieu of, otherwise applicable U.S. Office of Management and Budget (OMB) administrative guidelines, U.S. Department of Health and Human Services (DHHS) grant administration regulations at 45 CFR Parts 75 and 92 (Part 92 is applicable when State and local Governments are eligible to apply), and other HHS, PHS, and FDA grant administration policies.

Support will be in the form of a cooperative agreement. Substantive involvement by the awarding agency is inherent in the cooperative agreement award. Accordingly, FDA will have substantial involvement in the program activities of the project funded by the cooperative agreement.

Monitoring Activities

The ORA Project Officer and Technical Advisor will monitor award recipients periodically. The monitoring may be in the form of face-to-face meetings, telephone conversations, e-mails, or written correspondence between the project officer/grants management officer and the principal investigator. Periodic site visits with officials of the recipient organization will occur, including program assessments and audits. The results of these monitoring activities will be recorded in the official cooperative agreement file and will be made available to the grant recipient, upon request, consistent with applicable disclosure statutes and FDA disclosure regulations. Also, the grantee organization must comply with all special terms and conditions of the cooperative agreement, including those which state that future funding of the project will depend on recommendations from the Project Officer and Technical Advisor.

The scope of the recommendation will confirm that:

(1) There has been acceptable progress on the project; (2) there is continued compliance with all FDA regulatory requirements; and (3) if necessary, there is an indication that corrective action has taken place.

A final progress report, invention statement, and the expenditure data portion of the Federal Financial Report are required for closeout of an award, as described in the *HHS Grants Policy Statement*.

The Federal Funding Accountability and Transparency Act of 2006 (Transparency Act), includes a requirement for awardees of Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY2011 or later. All awardees of applicable FDA grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.fsrs.gov on all subawards over \$25,000.

Mid-year progress reports must contain the elements below as applicable to their application and award, but are not limited to, the following:

1. Detailed progress report on the grantee meeting the project goals identified in the application.
2. Status report on the hiring and training of food program personnel.

All formal correspondence/reports regarding the grant should be signed by an authorized institutional official and the Principal Investigator and should be sent to the attention of the grants management specialist, unless otherwise explicitly directed.

STAFF CONTACTS

Grants Management Specialist: Daniel Lukash
Email: daniel.lukash@fda.hhs.gov **Phone:** 240-402-7596

SPREADSHEET SUMMARY

GRANT NUMBER: 5U18FD005594-02

INSTITUTION: CITY OF VINELAND

Budget	Year 2	Year 3	Year 4	Year 5
Salaries and Wages	\$5,291			
Personnel Costs (Subtotal)	\$5,291			
Equipment	\$70,967			
TOTAL FEDERAL DC	\$76,258	\$48,638	\$48,638	\$48,638
TOTAL FEDERAL F&A				
TOTAL COST	\$48,638	\$48,638	\$48,638	\$48,638