



<p><b>Recipient Information</b></p> <p><b>1. Recipient Name</b>          LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT          200 E MAIN ST          LEXINGTON, KY 40507</p> <p><b>2. Congressional District of Recipient</b>          06</p> <p><b>3. Payment System Identifier (ID)</b>          1610858140A1</p> <p><b>4. Employer Identification Number (EIN)</b>          610858140</p> <p><b>5. Data Universal Numbering System (DUNS)</b>          020428777</p> <p><b>6. Recipient's Unique Entity Identifier</b>          VM1GLHWZXA96</p> <p><b>7. Project Director or Principal Investigator</b>          SCOTT LUALLEN           sluallen@lexingtonky.gov</p> <p><b>8. Authorized Official</b>          Ms. Linda Gorton          mayor@lexingtonky.gov          859-258-3100</p>	<p style="text-align: center;"><b>Federal Award Information</b></p> <p><b>11. Award Number</b>          5H79TI084804-02</p> <p><b>12. Unique Federal Award Identification Number (FAIN)</b>          H79TI084804</p> <p><b>13. Statutory Authority</b>          Section 546 of the PH Act, 42 USC 290ee-1, as amended</p> <p><b>14. Federal Award Project Title</b>          Expanded First Responders and Community Partners Overdose Prevention Project (EFCPOPP)</p> <p><b>15. Assistance Listing Number</b>          93.243</p> <p><b>16. Assistance Listing Program Title</b>          Substance Abuse and Mental Health Services_Projects of Regional and National Significance</p> <p><b>17. Award Action Type</b>          Non-Competing Continuation</p> <p><b>18. Is the Award R&amp;D?</b>          No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <th colspan="2" style="text-align: center;">Summary Federal Award Financial Information</th> </tr> <tr> <td colspan="2" style="background-color: #e0e0e0;"><b>19. Budget Period Start Date 09/30/2023 – End Date 09/29/2024</b></td> </tr> <tr> <td><b>20. Total Amount of Federal Funds Obligated by this Action</b></td> <td style="text-align: right;">\$499,997</td> </tr> <tr> <td style="padding-left: 20px;">20a. Direct Cost Amount</td> <td style="text-align: right;">\$499,997</td> </tr> <tr> <td style="padding-left: 20px;">20b. Indirect Cost Amount</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td><b>21. Authorized Carryover</b></td> <td></td> </tr> <tr> <td><b>22. Offset</b></td> <td></td> </tr> <tr> <td><b>23. Total Amount of Federal Funds Obligated this budget period</b></td> <td style="text-align: right;">\$499,997</td> </tr> <tr> <td><b>24. Total Approved Cost Sharing or Matching, where applicable</b></td> <td style="text-align: right;">\$0</td> </tr> <tr> <td><b>25. Total Federal and Non-Federal Approved this Budget Period</b></td> <td style="text-align: right;">\$499,997</td> </tr> <tr> <td colspan="2" style="border-top: 1px dashed black;"></td> </tr> <tr> <td colspan="2" style="background-color: #e0e0e0;"><b>26. Project Period Start Date 09/30/2022 – End Date 09/29/2026</b></td> </tr> <tr> <td><b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</b></td> <td style="text-align: right;">\$999,994</td> </tr> </table> <p><b>28. Authorized Treatment of Program Income</b>          Additional Costs</p> <p><b>29. Grants Management Officer - Signature</b>          Rosalie Vega</p>	Summary Federal Award Financial Information		<b>19. Budget Period Start Date 09/30/2023 – End Date 09/29/2024</b>		<b>20. Total Amount of Federal Funds Obligated by this Action</b>	\$499,997	20a. Direct Cost Amount	\$499,997	20b. Indirect Cost Amount	\$0	<b>21. Authorized Carryover</b>		<b>22. Offset</b>		<b>23. Total Amount of Federal Funds Obligated this budget period</b>	\$499,997	<b>24. Total Approved Cost Sharing or Matching, where applicable</b>	\$0	<b>25. Total Federal and Non-Federal Approved this Budget Period</b>	\$499,997			<b>26. Project Period Start Date 09/30/2022 – End Date 09/29/2026</b>		<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</b>	\$999,994
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<p><b>30. Remarks</b></p>																											

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



First Responders-CARA  
Department of Health and Human Services  
Substance Abuse and Mental Health Services Administration  
Center for Substance Abuse Treatment

Notice of Award

**Issue Date:** 08/21/2023

**Award Number:** 5H79TI084804-02  
**FAIN:** H79TI084804  
**Program Director:** SCOTT LUAllen

**Project Title:** Expanded First Responders and Community Partners Overdose Prevention Project (EFCPOPP)

**Organization Name:** LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

**Authorized Official:** Ms. Linda Gorton

**Authorized Official e-mail address:** mayor@lexingtonky.gov

**Budget Period:** 09/30/2023 – 09/29/2024  
**Project Period:** 09/30/2022 – 09/29/2026

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$499,997 (see “Award Calculation” in Section I and “Terms and Conditions” in Section III) to LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT in support of the above referenced project. This award is pursuant to the authority of Section 546 of the PH Act, 42 USC 290ee-1, as amended and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

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

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

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

Sincerely yours,  
Rosalie Vega  
Grants Management Officer  
Division of Grants Management

See additional information below

**SECTION I – AWARD DATA – 5H79TI084804-02**

**Award Calculation (U.S. Dollars)**

<b>Personnel(non-research)</b>	\$60,861
<b>Fringe Benefits</b>	\$27,613
<b>Travel</b>	\$2,568
<b>Supplies</b>	\$308,958
<b>Contractual</b>	\$99,997
<b>Direct Cost</b>	\$499,997
<b>Approved Budget</b>	\$499,997
<b>Federal Share</b>	\$499,997
<b>Cumulative Prior Awards for this Budget Period</b>	\$0
<b>AMOUNT OF THIS ACTION (FEDERAL SHARE)</b>	\$499,997

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
2	\$499,997
3	\$499,997
4	\$499,997

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

**Fiscal Information:**

<b>CFDA Number:</b>	93.243
<b>EIN:</b>	1610858140A1
<b>Document Number:</b>	22TI84804A
<b>Fiscal Year:</b>	2023

<b>IC</b>	<b>CAN</b>	<b>Amount</b>
TI	C96N707	\$499,997

IC	CAN	2023	2024	2025
TI	C96N707	\$499,997	\$499,997	\$499,997

**TI Administrative Data:**

**PCC:** FRCARA22 / **OC:** 4145

**SECTION II – PAYMENT/HOTLINE INFORMATION – 5H79TI084804-02**

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

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

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## SECTION III – TERMS AND CONDITIONS – 5H79TI084804-02

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

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

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

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

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

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## SECTION IV – TI SPECIAL TERMS AND CONDITIONS – 5H79TI084804-02

### **REMARKS**

#### **Continuation Award**

**1. This Notice of Award (NoA) is issued to inform your organization that the application submitted for the FY 2022 First Responders-Comprehensive Addiction and Recovery Support Services Act Grant (FR-CARA) program is being continued.**

- This award reflects conditional approval of the revised budget submitted 08/11/2023 by your Organization, in response to the continuation application request.
- This award also reflects acceptance of the responses to the Request for Additional Materials (RAM) received on 08/02/2023.

#### **2. Key Personnel**

Key Personnel are listed below:

**Scott Luallen, Project Director @ 50% level of effort**

**J. Matthew Webster, Evaluator @ 20% level of effort**

**Organizations receiving Federal Funds may not exceed 100% level of effort for any**

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**program staff member (Key Personnel or otherwise) across all federally funded sources.**

Any changes to Key Personnel including level of effort involving separation from the project for any continuous period of three months or longer, or a reduction in time dedicated to the project of 25% or more requires a prior approval and must be submitted as a postaward amendment in eRA Commons.

Note: If an organization is awarded a grant and chooses to move forward with hiring an individual for a Key Personnel position before receiving SAMHSA's formal approval, this will be done at the organization's own risk.

For additional information on how to submit a post-award amendment, please visit the SAMHSA website: <https://www.samhsa.gov/grants/grants-management/post-award-amendments>.

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

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

## **SPECIAL CONDITIONS**

### **Revised Budget/Narrative Justification**

Per the NOFO, your budget/narrative justification must be concrete and specific, demonstrating costs as necessary, reasonable and allocable to the grant. You must justify the basis for each proposed cost and how that cost was calculated. Budget/narrative details must be aligned with your programmatic narrative, referencing activities, resources, staff and other items. In addition, your budget must address the funding limitations/restrictions specified in Section IV-5 of the NOFO as these expenses must be identified in your proposed budget.

By **10/30/2023**, submit via eRA Commons a revised detailed budget/narrative addressing the following items:

**A. Personnel** - All Key Personnel required per the NOFO must be identified in your budget, including names, salaries and Level of Effort (LOE), even if the positions are filled at no cost/in-kind to SAMHSA

- Indicate Scott Luallen's role as a Key Position in his interim role as PD and update his role to also reflect Interim PD.
- Update narrative to confirm his allocation at 50% as interim PD and describe both his roles & responsibilities for the grant.
- *In-kind*: Indicate as a key position and explain the TBD in -02 with an anticipated date of hire along with a description of the roles & responsibilities.

### **B. Fringe Benefits**

- Fringe @ 10%: Identify the fringe component referenced in the table.

### **C. Travel**

- Justify the proposed 4800 miles given anticipated locations, frequency and types of training in -02.

### **E. Supplies**

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- Provide a detailed narrative justification of each cost item as necessary in -02 along with a cost breakdown.

#### **F. Contractual**

- *Services/Deliverables Provided*: Describe the services/deliverables as needed to support -02.
- *Personnel*: Provide descriptions for each role and their responsibilities as necessary in -02.
- *Fringe Benefits*: Provide the respective percentages of each FB component unless it is a federally approved FB rate. If the latter, include the following description: "Fringe benefits are recovered through a federally approved fringe rate". In addition, explain each fixed/lump sum fringe allocated to the grant.
- *Supplies*: Provide a narrative justification for each cost item as necessary in -02.
- *Other, F&A*: As typically included as indirect costs, remove and apply the entity's current federally approved fringe rate or 10% de minimis rate.

**Funding Limitations/Restrictions** (see Section IV-5 of the NOFO): Identify the costs, demonstrating your compliance with each of the following:

- No more than 15 percent of the total grant award for the budget period may be used for developing the infrastructure necessary for expansion of services.
- No more than 20 percent of the total grant award for the budget period may be used for data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection follow-up.
- Recipients may use up to 10 percent of the total grant award for the budget period for state, tribal, or local governmental administrative costs.

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

## **STANDARD TERMS AND CONDITIONS**

### **Standard Terms for Awards**

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

### **Standards for Financial Management**

Recipients and subrecipients are required to meet the standards and requirements for financial management systems set forth in 45 CFR part 75 Subpart D. The financial systems must enable the recipient and subrecipient to maintain records that adequately identify the sources of funds for federally assisted activities and the purposes for which the award was used, including authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and any program income. The system must also enable the recipient and subrecipient to compare actual expenditures or outlays with the approved budget for the award. SAMHSA funds must retain their specific identity – they may not be commingled with non-federal funds or other federal funds. "Commingling funds" typically means depositing or recording funds in a general account without the ability to identify each specific source of funds with related expenditures.

### **Reasonable Costs for consideration**

Recipients must exercise proper stewardship over Federal funds and ensure that costs charged to awards are allowable, allocable, reasonable, necessary, and consistently applied regardless of the source of funds according to "Reasonable Costs" consideration per 2 CFR § 200.404 and the "Factors affecting allowability of costs" per 2 CFR § 200.403. A cost is reasonable if, in its nature

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and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.

### **Consistent Treatment of Costs**

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

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

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

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

### **Annual Programmatic Progress Report**

By **12/28/2024**, submit via eRA Commons.

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

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

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

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

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

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

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



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

All financial reporting for recipients of Health and Human Services (HHS) grants and cooperative agreements has been consolidated through a single point of entry, which has been identified as the Payment Management System (PMS). The Federal Financial Report (FFR or SF-425) initiative ensures all financial data is reported consistently through one source; shares reconciled financial data to the HHS grants management systems; assists with the timely financial monitoring and grant closeout; and reduces expired award payments. The FFR is required on an annual basis no later than 90 days after the end of each Budget Period. The FFR should reflect cumulative amounts. Additional guidance to complete the FFR can be found at <http://www.samhsa.gov/grants/grants-management/reporting-requirements>.

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

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

- **By 12/28/2024**, submit the Federal Financial Report (FFR)/(SF-425).
  - The grant recipient staff member(s) responsible for FFR preparation, certification and submission of the FFR must either submit a request for New User Access or Update User Access to the FFR Module as applicable. Refer to the PMS User Access website <https://pms.psc.gov/grant-recipients/user-access.html> for information on how to submit a New User Access, Update User Access or Deactivate User Access. You can also view PMS' Video on how to request new user access @ <https://youtu.be/kdoqaXfiu0> and PDF resource with instructions on Requesting Access @ [https://pms.psc.gov/forms/New-User-Request\\_Grantee.pdf](https://pms.psc.gov/forms/New-User-Request_Grantee.pdf)
  - Instructions on **how to submit a FFR via PMS** are available at <https://pmsapp.psc.gov/pms/app/help/ffr/ffr-grantee-instructions.html> (The user must be logged in to PMS to access the link). Updates to the FFR instructions effective 4/1/2022 are also available @ <https://pms.psc.gov/grant-recipients/ffr-updates.html>
  - While recipients must submit the FFR in PMS, the FFR can also be accessed by connecting seamlessly from the eRA Commons to PMS by clicking the "Manage FFR" link on the "Search for Federal Financial Report (FFR)" page in eRA Commons, which will redirect to PMS. SAMHSA will not accept FFRs submitted by email or uploaded as an attachment into eRA. To access the "Manage FFR" link in eRA Commons, the individual must be registered in eRA Commons and assigned the Financial Status Reporter (FSR) role for their organization. The individual assigned the FSR role is responsible for reporting the statement of grant expenditures for their organization. Refer to the [Managing User Accounts: Add or Remove Roles, Unaffiliate Account](#) document for instructions on how to assign a the FSR role.

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

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

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**Staff Contacts:**

Javana Lovett, Program Official

**Phone:** 240-276-1099 **Email:** javana.lovett@samhsa.hhs.gov

Linda Kim, Grants Specialist

**Phone:** 240-276-1865 **Email:** linda.kim@samhsa.hhs.gov