

**National Crime Victims' Rights Week Community Awareness Project
Subgrant Award Agreement**

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|------------|---|----------|---------------|----------------------------|------------|
| Subgrantee | City of Jonesboro AR 300 S. Church ST Jonesboro, Arkansas | | | Subgrant Award No. | CAP20-0040 |
| | | | | Subgrant Award Amount | \$4980.50 |
| DUNS # | | Tax ID: | | Indirect cost rate, if any | |
| Start Date | February 24, 2020 | End Date | June 30, 2020 | | |

This agreement between the National Association of VOCA Assistance Administrators (NAVAA) and the above-named Subgrantee for funding of a National Crime Victims' Rights Week Community Awareness Project ("the project") under the National Crime Victims' Rights Week Community Awareness Project grant program (NCVRW CAP) is subject to the terms and conditions below:

1. This agreement is subject to all of the terms and conditions, including the availability of funding, awarded to NAVAA pursuant to Federal Award Identification Number (FAIN) 2018-V3-GX-K016 for the 2020 National Crime Victims' Rights Week Community Awareness Project awarded by the Office for Victims of Crime (OVC), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ).
2. The Catalog of Federal Domestic Assistance (CFDA) number for this project is **16.582**.
3. The Subgrantee shall perform the services and activities described in the application submitted under the NCVRW CAP grant program which shall be considered incorporated into this agreement, unless and to the extent any changes, revisions or modifications are approved or required by NAVAA. The Subgrantee agrees to immediately notify NAVAA of any circumstances that may cause the Subgrantee to be unable or unwilling to complete its obligations under this agreement.
4. NAVAA shall reimburse the Subgrantee for the actual, reasonable and necessary costs incurred by the Subgrantee in connection with the project as contained in the Subgrantee's application, not to exceed the Subgrant Award Amount indicated above, unless and to the extent approved by NAVAA. All expenditures are subject to the requirements of the NCVRW CAP program and the regulations set forth in the current edition of DOJ's Grants Financial Guide (<http://ojp.gov/financialguide/DOJ/>), Part 200 Uniform Requirements (2 C.F.R. Part 200) as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 and such other Justice Department rules or guidelines as may be applicable.
5. The Subgrantee understands and agrees that funding under this project is on a reimbursable basis. Advance payments may be permitted only in unusual circumstances for actual, documented and obligated expenses.
6. The Subgrantee certifies that it is not suspended, excluded or debarred from receiving federal funding.
7. The Subgrantee shall not be eligible for any reimbursement unless it submits a complete, accurate, satisfactory and final After-Action Report/Reimbursement Request (AAR) to be received by NAVAA **no later than Friday, June 20, 2020**. The AAR shall be submitted on a form provided by NAVAA and shall, at a minimum, include:
 - a. The dates and narrative description of the project as implemented.
 - b. An explanation for any unimplemented planned activities.
 - c. A list of major project co-sponsors and collaborative organizations and a brief description of their respective contributions to the project.
 - d. An enumeration of the type of public awareness events and activities conducted, materials produced and distributed and media contacts made.
 - e. Itemization of all speakers and related costs funded by the project.
 - f. To the extent available, indicators of the reach or impact of the project (e.g. number of people attending an event) and any discernible results.
 - g. Detailed itemization of requested reimbursable expenditures, including copies of source documentation of line items costing \$300 or more.
 - h. Documentation of actual project implementation (e.g. copies of news stories, photographs, press releases, etc.).
 - i. Comments and feedback on the NCVRW CAP program and suggestions to improve the program.
 - j. Such other information as may reasonably be requested by NAVAA and/or OVC.
8. **Indirect costs.** By entering an indirect cost rate on its application, the subgrantee certifies either 1) its eligibility or election under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f) or 2) its current, unexpired federally approved indirect cost rate. Subgrantees electing to use the "de minimis" must comply with all associated requirements in the Part 200 Uniform Requirements. A subgrantee using a federally-approved indirect cost rate will, no later than **February**

- 28, 2020**, submit a copy of its current, unexpired signed federally approved indirect cost agreement. The indirect cost rate, as indicated above, may be applied only to actual, final modified total direct costs (MTDC).
9. Program income must be approved in advance, reported separately on a form provided by NAVAA and used in accordance with the provision of Part 200 Uniform Requirements
 10. The Subgrantee agrees to retain for a period of at least three years from the end of the project period or any subsequent audit, investigation or inquiry related to this project and to make available on request to NAVAA, its agents or authorized agents of the U.S. Government all records and financial statements, including adequate documentation of all expenditures and obligations made under this agreement.
 11. To the extent permitted by law, the Subgrantee agrees to protect, indemnify, defend and hold harmless NAVAA, its officers, directors, employees and agents, against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out of or in connection with the activities or events funded under this agreement except those claims arising out of the sole negligence or willful misconduct of the NAVAA.
 12. The Subgrantee shall not use or permit the use of the logo of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime except on materials that have received prior approval from OVC.
 13. The Subgrantee agrees that any project activity or event that involves the identification of an individual crime victim(s) must have the victim's or, in the event of a death, a family member's informed consent.
 14. The Subgrantee acknowledges that NAVAA and OVC reserve a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) the copyright in any work developed under this subgrant; and (2) any rights of copyright to which a subgrantee purchases ownership with Federal support. The Subgrantee acknowledges that NAVAA and the Office of Justice Programs have the right to: (1) obtain, reproduce, publish, or otherwise use the data first produced under this subgrant; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.
 15. Any product developed under this award shall contain the following statement: *"This ____ was supported by a National Crime Victims' Rights Week Community Awareness Project subgrant awarded by the National Association of VOCA Assistance Administrators under cooperative agreement number 2018-V3-GX-K016 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice."*
 16. The Subgrantee will comply with all applicable requirements (including reporting allegations) pertaining to prohibited conduct related to the trafficking of persons as posted on the OJP website at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.
 17. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subgrantee is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
 18. The Subgrantee agrees to submit any print or electronic promotional materials concerning funded projects that are intended for public dissemination to NAVAA for review seven (7) working days in advance of release. This includes but is not limited to: fact sheets, newsletters, press releases, Web-based materials, listserve announcements, brochures, and billboards.
 19. The Subgrantee understands and agrees that subgrant funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from these funds, or of the parents or legal guardians of such students.
 20. The Subgrantee agrees to comply with DOJ regulations pertaining to civil rights and nondiscrimination (28 C.F.R. Parts 42, 38 and 54).
 21. The Subgrantee agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either submitted a false claim for grant funds under the False Claims Act or committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds.
 22. The Subgrantee certifies that it shall not use Federal funds at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government and shall comply with restrictions on lobbying as codified at 28 C.F.R. Part 69.
 23. The Subgrantee certifies that it does not require and has not required internal confidentiality agreements or statements from employees or contractors that prohibit or otherwise restrict employees or contractors from reporting waste, fraud, or abuse.
 24. The Subgrantee shall not assign any of its rights or obligations under this agreement, or delegate the performance of any of its duties hereunder, without the prior consent of the NAVAA.

I have read and fully understand this agreement and agree to abide by the terms and conditions thereof and certify that I am authorized to enter into this agreement.

On behalf of:
National Association of VOCA
Assistance Administrators (NAVAA):

On behalf of:

Daisy Pagan



Signature

Signature*

Daisy Pagan

Type or Print Name of Authorized Official

Type or Print Name of Authorized Official

Executive Director

Title

Title

February 10 2020

Date

Date

***Electronic Signature** – In accordance with federal law, by entering the printed name, title and date and clicking the above box to mark it with an “X,” the Authorized Representative certifies this document to be true and accurate to the same degree as a handwritten signature.

[NOTE: Return **BOTH PAGES** to NCVRW CAP by email to: cap@navaa.org (click “Save & Email” below); fax to: 815-301-8721; or mail to: NAVAA, 1330 Kelley Road, Harrisburg, PA 17113]