

WASHOE COUNTY

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CM/ACM
Finance
DA
Risk Mgt.
HR
Grants Mgt.

STAFF REPORT
BOARD MEETING DATE: January 12, 2016

DATE: December 17, 2015
TO: Board of County Commissioners
FROM: Amber Howell, Director, Department of Social Services
ahowell@washoecounty.us 775.785.8600
THROUGH: Kevin Schiller, Assistant County Manager
SUBJECT: Accept a Sub-grant Award from the State of Nevada Division of Child and Family Services (DCFS) in the amount of \$175,500.00 (no County match required), retroactive to October 1, 2015 through September 30, 2016, to assist the Department of Social Services with the Adoption Incentive program. Authorize the Department to execute the Sub-Grant Award and direct the Comptroller's Office to make the necessary budget adjustments. (All Commission Districts)

SUMMARY

The Department is requesting approval to accept a Sub-grant Award from the State of Nevada Division of Child and Family Services in the amount of \$175,500.00. The grant funds will be used to support ongoing foster/adoptive recruitment, parental rights mediation services and adoption placement costs. The award is being accepted retroactively as the Department received the notice of Sub-Grant Award in mid-December.

Strategic Objectives supported by this item: Safe, Secure & Healthy Communities

PREVIOUS ACTION

On October 13, 2015, the Board of County Commissioners accepted a Sub-grant Award from the State of Nevada Division of Child and Family Services in the amount of \$99,500.00 (no County match required) to support an adoption awareness campaign.

On September 9th, 2014, the Board of County Commissioners approved the Department's request to receive a re-award of \$277,472 in Federal Adoption Incentive Funds.

The Board has routinely accepted Federal Adoption Incentive Funds since 2004.

BACKGROUND

Federal Adoption Incentive Grant Funds are passed through the State of Nevada Division of Child and Family Services (DCFS) to support child welfare efforts in the area of foster care, adoption recruitment, and training. These funds may be utilized for services to children and families awaiting adoption, post adoption services, and specialized recruitment and training for the adoption program. Washoe County Department of Social Services has routinely utilized these funds to assist with travel and transition costs for adoptive placement, post placement supervision in other states, foster and adoptive recruitment and finalization activities, staff professional development, and assistance with non-Medicaid covered medical expenses.

In November 2003, the Department of Social Services held the first local Adoption Day celebration in conjunction with National Adoption Day. In November 2004, the Department expanded the celebration to include a reception for adoptive families. The success of Adoption Day has grown with each event becoming more popular than the previous celebration. Washoe County Social Services has successfully launched a media campaign to highlight adoption and the need for adoptive homes in our community.

In fiscal year 2014 the Department of Social Services finalized 117 adoptions and in fiscal year 2013 the Department finalized 111 adoptions.

GRANT AWARD SUMMARY

Project/Program Name: Washoe County Department of Social Services
Adoption Services

Scope of the Project: The Federal Adoption Incentive Funds are awarded in support of child welfare efforts in the areas of foster care, adoption recruitment and training. Social Services plans to use these funds to assist with travel and transition costs for adoptive placement, post placement supervision in other states, foster and adoptive recruitment and finalization activities to include food and beverages, staff professional development, post adoption services, assistance with non-Medicaid covered medical expenses and media campaign efforts to highlight adoption and the need for adoptive homes in our community.

Benefit to Washoe County Residents: This program allows children to find permanent adoptive homes reducing the number of children in foster care in Washoe County.

On-Going Program Support: *n/a*

Award Amount: \$175,500.00

Grant Period: *October 1, 2015 through September 30, 2016*

Funding Source: *Department of Health & Human Services
 Administration for Children & Families*

Pass through Entity: *State of Nevada
 Division of Child and Family Services*

CFDA Number: *93.603*

Grant ID Number: *State: AI-13-012, Federal: 1401NVAIPP*

Match Amount and Type: *Not required*

Sub-Awards and Contracts: *Contracts are expected to be awarded for Quality Parenting Initiative (QPI) services and Mediation services. Federal procurement guidelines for grants will be followed in the award of these contracts.*

FISCAL IMPACT

The Department anticipated this award and included funding in the adopted FY16 budget in internal order #11189. An adjustment is required to align the budget with the actual amount of the award. Should the board authorize acceptance of this grant award, the Department’s FY16 adopted budget will be increased in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
11189	431100-Fed.Grants	95,210.92
11189	710100-Prof.Srvcs.	85,210.92
11189	711210-Travel	\$10,000

RECOMMENDATION

Accept a Sub-grant Award from the State of Nevada Division of Child and Family Services (DCFS) in the amount of \$175,500.00 (no County match required), retroactive to October 1, 2015 through September 30, 2016, to assist the Department of Social Services with the Adoption Incentive program. Authorize the Department to execute the Sub-Grant Award and direct the Comptroller’s Office to make the necessary budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: “move to accept a Sub-grant Award from the State of Nevada Division of Child and Family Services (DCFS) in the amount of \$175,500.00 (no County match required), retroactive to October 1, 2015 through September 30, 2016, to assist the Department of Social Services with the Adoption Incentive program. Authorize the Department to execute the Sub-Grant Award and direct the Comptroller’s Office to make the necessary budget adjustments.”

State of Nevada - Division of Child and Family Services
4126 Technology Way, 3rd Floor
Carson City, NV 89706

Notice of Sub-Grant Award

DCFS Contact:	Dorothy Edwards	DCFS Contact Phone Number:	775-684-7956
Program:	Adoption Incentive Grant	CFDA Number:	93.603
State Award Number:	AI-13-012	Budget:	3229
		Account:	31
Type of Action:	Amendment #5: \$175,500 Increase to the State Share for YEAR 4.		
Legal Name:	Washoe County Dept. of Social Services	Vendor Number:	T40283400A
Project Name:	Adoption Services	Mailing Address:	P.O. Box 11130 Reno, NV 89520
Contact Person:	Amber Howell	Project Address:	Same as Above
Email Address:	ahowell@washoecounty.us		
Phone Number:	775-785-5652		
Fax Number:	775-785-5640	Tax ID:	88-6000138

Project Period:	OCTOBER 1, 2012 through SEPTEMBER 30, 2016	Federal Award Number
Year One:	OCTOBER 1, 2012 through SEPTEMBER 30, 2013	N/A
Year Two:	OCTOBER 1, 2013 through SEPTEMBER 30, 2014	1201NVAIPP
Year Three:	OCTOBER 1, 2014 through SEPTEMBER 30, 2015	1301NVAIPP
Year Four:	OCTOBER 1, 2015 through SEPTEMBER 30, 2016	1401NVAIPP

Approved Categories and Budget by Year:

Category	YEAR 1	YEAR 2	YEAR 3	YEAR 4	TOTAL
Personnel	\$0	\$35,717	\$95,252	\$0	\$130,969
Operating	\$0	\$142,731	\$52,101	\$30,000	\$224,832
Equipment	\$0	\$0	\$0	\$0	\$0
Contractual	\$0	\$54,843	\$114,827	\$135,000	\$304,670
Travel	\$0	\$55,897	\$11,402	\$10,500	\$77,799
Training	\$0	\$9,740	\$0	\$0	\$9,740
Total State Share	\$0	\$298,928	\$273,582	\$175,500	\$748,010
Match	\$0	\$0	\$0	\$0	\$0
Total Program Cost	\$0	\$298,928	\$273,582	\$175,500	\$748,010

In accepting these grant funds, it is understood that:

1. Expenditures must comply with appropriate State and/or Federal regulations.
2. This award is subject to the availability of appropriate funds.
3. Grantee agrees to provide an independent financial and compliance audit in accordance with State and Federal requirements.

Amendment #5 reflects a \$175,500 increase to the State Share and the addition of Year 4 to the Project Period, which will be extended through September 30, 2016. Additionally, \$3,890 will be de-allocated from Year 3 of the Project Period to reflect funds that were not utilized out of Federal Award Number 1301NVAIPP. Refer to the attached Budget Request and Justification and Revised Scope of Work.

Washoe County Dept. of Social Services	Authorized Signature:	Date:
DCFS FPO Grants Management Unit	Authorized Signature:	Date:
DCFS Administration	Authorized Signature:	Date:

ADDITIONAL REQUIREMENTS AGREED TO BY SUB-GRANTEE IN RECEIVING FUNDS PURSUANT TO THIS AWARD OR IN APPLICATION FOR SAME

1. The sub-grantee agrees to abide by all appropriate provisions and procedures of the Division of Child and Family Services (DCFS).
2. The sub-grantee agrees to comply with arrangements for review of accounting procedures, back-up documentation and programmatic information, as initiated by DCFS.
3. The sub-grantee agrees to facilitate and participate in annual on-site reviews, where fiscal and programmatic documents will be reviewed and discussed.
4. The sub-grantee agrees to comply with the Basic Accounting Requirements.
5. The sub-grantee agrees to provide the agreed upon Scope of Service(s).
6. The sub-grantee agrees to comply with general financial requirements and submit the Monthly Financial Status and Request for Funds Report form (Reimbursement form) as prescribed by DCFS Grants Management Unit (GMU). Payment for services rendered under this grant will only be made after the complete and correct financial request has been approved by the GMU.
7. The sub-grantee agrees to submit quarterly program performance reports utilizing the Odes, Inc. (formerly University of Nevada, Reno, Human Development and Family Studies) online reporting system, if applicable.
8. The sub-grantee certifies that the proposal upon which these grant funds are based was authorized by the governing body of the applicant.
9. The sub-grantee has provided DCFS GMU with the following signed and dated certifications regarding: Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions; Lobbying and Drug Free Work Place.
10. The sub-grantee agrees to comply with Public Law 103-227, Part C, Environmental Tobacco Smoke (Pro Children Act of 1994) requiring that smoking not be permitted in any portion of any indoor area routinely owned or leased or contracted for by any entity and used routinely or regularly for provision of health, day care, education or library services to children under the age of 18, if the services are funded by federal programs either directly or through state or local governments, by federal grant, contract, loan or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per day and/or imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant certifies that the agency/organization will comply with this Act (Public Law 103-227).
11. The sub-grantee acknowledges that this sub-grant award may be terminated with 30 days written notice by either party.
12. The sub-grantee has provided DCFS GMU with verification that the following insurance coverage meets State of Nevada insurance requirements: Worker's Compensation Insurance,

BASIC ACCOUNTING REQUIREMENTS (ATTACHMENT A)

Accounting for grant funds will be in accordance with generally accepted accounting principles, insofar as practicable, consistently applied, regardless of the source of funds. The Division of Child and Family Services reserves the right, however, to prescribe the method of accountability in any particular case.

SUPPORTING RECORDS OF GRANT EXPENDITURES MUST BE IN SUFFICIENT DETAIL TO SHOW THE EXACT NATURE OF EXPENDITURES. WHERE COSTS APPLY TO TWO OR MORE PROJECTS, SUCH COSTS WILL BE PRORATED FOR EACH GRANT.

1. Establish a system of FUND ACCOUNTING approved by the Division of Child and Family Services or establish a separate bank account for each grant award.
2. Establish a filing system by State grant identification number. For Example:
 - a. One folder for each grant's transactions should suffice where transactions are few.
 - b. Where transactions are many, originate a folder for each cost category described in the grant.
3. Spend only within categories allocated in the grant award.
4. Expenditures accumulated prior to the beginning date of the grant cannot be paid from grant money.
5. Obligations incurred during the grant period may be paid from grant funds after the ending date. All such obligations made after the ending date of the grant cannot be paid from grant money.
6. Any changes to the amounts, periods, and other terms and conditions listed in the notice of grant award must be requested and approved in writing.
7. Budget Category Changes: All changes greater than 10% in any category must be approved in writing in advance by the granting agency.
8. Establish a written travel policy prior to the start of the grant. Approval of this policy should be available for audit review. Travel reimbursement is limited to the United States General Services Administration rates.

Division of Child and Family Services
Grants Management Unit

**ASSURANCES AND AGREEMENTS
FEDERAL GRANTS**

As the duly authorized representatives of the applicant organization, we certify that by submitting this proposal, the applicant:

1. Will establish safeguards to prohibit employees or board members from using his/her positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
2. Has a copy of its official organizational by laws and amendments available for review. (Required of Community Based Organizations only)
3. Has resumes for key personnel on file.
4. Will initiate and complete the Scope of Work within the applicable time frame after receipt of approval from the Division of Child and Family Services (DCFS).
5. Will inform the awarding agency within 30 days of any substantial material situations affecting the successful completion of this project.
6. Will comply with all federal and state statutes relating to nondiscrimination, including, but not limited to Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975.
7. Will comply with the provisions of the Hatch Act which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
8. Will comply with P.L. 93-34B regarding the protection of human subjects involved in research, development and related activities supported by this award.
9. Will comply with all applicable requirements of all other state and federal laws, executive orders, regulations and policies governing the program.
10. Will abide by all appropriate provisions and procedures of the Division of Child and Family Services (DCFS), as needed.
11. Will comply with the minimum wage and maximum hours of the federal Fair Labor Standards Act.
12. Agrees to provide reports as required by the awarding agency as well as additional information requested by the awarding agency.

13. Agrees to provide the awarding agency with a copy of each outside audit conducted for the organization, whether that audit is a formal audit or a report from a qualified, independent source which provides an opinion regarding the financial practices and solvency of the applicant organization. (Formal audits are required for organizations that received \$500,000.00 or more in federal funds during a Federal Fiscal Year.)

Kevin Schiller
Printed Name

Director
Title

Y. Hump for Kevin Schiller
Signature

2/1/13
Date

Director Kevin Schiller
President/Chairperson of Governing Body,
Tribal Authority or Director of Public Agency

2/1/13
Date

CERTIFICATION # 1

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “participant”, “person”, “primary covered transaction”, “principal”, “proposal” and “voluntarily excluded”, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549: 45 CFR Part 76. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations or the definitions.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, the prospective lower tier participant shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions” will be included, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon the certification of a prospective participant in a lower tier covered transaction that the prospective participant is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless the participant in a covered transaction knows that the certification is erroneous. A participant may decide the method and frequency of determining the eligibility of the principals. Each participant may, but is not required to, check the Non-procurement List (of excluded parties).

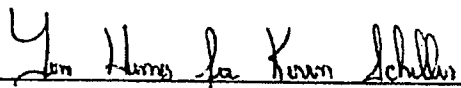
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is debarred, suspended, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including debarment and/or suspension.

**Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion –
Lower Tier Covered Transactions**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither the prospective participant or the prospective participant's principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Suspension. An action taken by a suspending official in accordance with these regulations that immediately excludes a person from participating in a covered transaction for a temporary period, pending completion of an investigation and such legal, debarment, or Program Fraud Civil Remedies Act proceedings as may ensue. A person so excluded is "suspended".

Voluntary Exclusion or Voluntarily Excluded. A status of nonparticipation or limited participation in covered transactions assumed by a person pursuant to the terms of a settlement.

	Director
Signature	Title
Washoe County Social Services	2/1/13
Grantee Legal/Corporate Name	Date

CERTIFICATION # 2

Certification Regarding Drug-Free Workplace Requirements

Instructions for Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If grantee does not identify the workplace at the time of the application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in the office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other areas where work under the grant take place. Categorical descriptions may be used (e.g. all vehicles of a mass authority of State highway department while in operation, State employees in each local unemployment office, performance in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s) if it previously identified the workplaces in question (see paragraph five).
8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to the certification. Grantee's attention is called, in particular, to the following definitions from these rules:

Controlled substances means a controlled substance in Schedules I through V of the Controlled Substance Act (21 U.S.C. #12) and as further defined by regulations (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of Nolo Contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (I) All direct charge employees; (II) All indirect charge employees under their impact or involvement is insignificant to the performance of the grant; and (III) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the

payroll of the grantee (e.g., volunteers, even if used to meet a matching requirements consultants or independent contractors not on the grantee's payroll; or employees of sub-recipients or subcontractors in covered workplaces).

Alternate I - Grantees Other Than Individuals

The grantee certifies that it will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs;
 - (4) The penalties that may be imposed upon employees or drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d) (2), with respect to any employee who is convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency; Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

(g) The grantee may insert the space provided below the site(s) for the performance of work done in connection with the specific grant:

PLACE OF PERFORMANCE:

350 South Center St. Reno Washoe NV 89502
STREET ADDRESS CITY COUNTY STATE ZIP CODE

Are there workplaces on file that are not identified here? YES NO

Alternate II - Grantees Who Are Individuals

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of controlled substance in conducting any activity with the grant;
- (b) If the convicted of a criminal drug offense resulting form a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include identification number(s) of each affected grant.

[55 FR 2160, 21702, May 25, 1990]

Lani Hung for Kevin Schellen Director
Signature Title
Washoe County Social Services 2/1/13
Grantee Legal/Corporate Name Date

**CERTIFICATION # 3
CERTIFICATION REGARDING LOBBYING**

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form 111, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<u>Yum Huma for Kimm Scheller</u>	<u>Director</u>
Signature	Title
<u>Wash County Social Services</u>	<u>2/1/13</u>
Grantee Legal/Corporate Name	Date

CERTIFICATION #4

Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, Part C – Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (ACT), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision or health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per day and/or the imposition of an administrative compliance order on the responsible entity.

By signing and submitting this application, the applicant/grantee certifies compliance with the requirements of the Act. The applicant/grantee further agrees that the language of this certification will be included in any sub-awards which contain provisions for children's services and that all sub-grantees shall certify accordingly.

<u>Yon Humes for Kerin Schellin</u>	<u>Director</u>
Signature	Title
<u>Washoe County Social Services</u>	<u>2/1/2013</u>
Grantee Legal/Corporate Name	Date

CERTIFICATION # 5

**Certification Regarding
Equal Treatment for Faith-Based Organizations**

A final rule of the Department of Health and Human Services (DHHS) went into effect on August 16, 2004, which created, among other things, a new Part 87 Equal Treatment for Faith-Based Organizations, and revised the Department's uniform administrative requirements at 45 CFR Parts 74, 92 and 96 to incorporate the requirements of Part 87.

The Administration of Children and Families (ACF) is committed to providing State Administrators, State Grant Managers and subsequently sub-grantees with the most accurate and concise information to help guide program activities. This regulation addresses several key Equal Treatment issues that require full compliance by Federally-funded State Programs, sub-grantees, grantees and contractors.

Issues include:

- Nondiscrimination against religions organizations;
- Ability of religious organizations to maintain their religious character, including the use of space in their facilities, without removing religious art, icons, scriptures, or other religious symbols;
- Prohibition against the use of Federal funds to finance inherently religious activities, except where Federal funds are provided to religious organizations as a result of a genuine and independent private choice of a beneficiary or through other indirect funding mechanisms, such as certificates or vouchers; and
- Application of State or local government laws to religious organizations.

NOTE: Neither the Department (DHHS) nor any State or local government and other intermediate organizations receiving funds under any Department (DHHS) program shall, in the selection of service providers, discriminate for or against an organization on the basis of the organization's religious character or affiliation.

It is imperative that State sub-grantees, grantees and contractors policies reflect the Equal Treatment Regulations. The full text of the final rule may be accessed via the Internet at <http://www.hhs.gov/fbc/regs.html>

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 45 CFR Part 87, Equal Treatment for Faith-Based Organizations as revised in the Department's uniform Administrative requirements identified above. Any organization that fails to file the required certification shall be subject to disqualification of their application.

<u>Yon Huns for Kevin Schuler</u>	<u>Director</u>
Signature	Title
<u>Washoe County Social Services</u>	<u>2/1/13</u>
Grantee Legal/Corporate Name	Date