

1. DATE ISSUED MM/DD/YYYY 09/01/2018
 2. CFDA NO. 93.439
 3. ASSISTANCE TYPE Cooperative Agreement

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention
CDC Office of Financial Resources

2920 Brandywine Road
 Atlanta, GA 30341

NOTICE OF AWARD

AUTHORIZATION (Legislation/Regulations)
 301(a) and 317(k)(2) of the Public Health Service Act, [42 U.S.C. Section 241(a) and 247b(k)(2)], as amended.

1a. SUPERSEDES AWARD NOTICE dated
 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded

4. GRANT NO. 1 NU58DP006497-01-00 Formerly
 5. ACTION TYPE New

6. PROJECT PERIOD MM/DD/YYYY
 From 09/30/2018 Through 09/29/2023

7. BUDGET PERIOD MM/DD/YYYY
 From 09/30/2018 Through 09/29/2019

8. TITLE OF PROJECT (OR PROGRAM)
 Kentucky State Physical Activity and Nutrition Program

9a. GRANTEE NAME AND ADDRESS
 Health & Family Services, Kentucky Cabinet for
 275 E Main St Ste B
 Kentucky Cabinet for Health and Family Services
 Frankfort, KY 40601-2321

9b. GRANTEE PROJECT DIRECTOR
 Ms. Elaine Russell
 275 E. Main St.
 Maternal and Child Health
 Frankfort, KY 40621-0000
 Phone: 502-564-9358

10a. GRANTEE AUTHORIZING OFFICIAL
 Mr. Andrew Waters
 275 EAST MAIN ST HS1 E-E
 Epidemiology & Health Planning
 FRANKFORT, KY 40601-2321
 Phone: 502-564-9358

10b. FEDERAL PROJECT OFFICER
 Margaret R West
 4770 Buford Hwy NE, Chamblee Bldg -107, MS 77
 Chamblee, GA 30341
 Phone: 770-488-6131

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)	
I Financial Assistance from the Federal Awarding Agency Only	
II Total project costs including grant funds and all other financial participation I	
a. Salaries and Wages	213,655.00
b. Fringe Benefits	238,336.00
c. Total Personnel Costs	451,991.00
d. Equipment	0.00
e. Supplies	22,168.00
f. Travel	13,950.00
g. Construction	0.00
h. Other	0.00
i. Contractual	293,438.00
j. TOTAL DIRECT COSTS →	781,547.00
k. INDIRECT COSTS	74,779.00
l. TOTAL APPROVED BUDGET	856,326.00
m. Federal Share	856,326.00
n. Non-Federal Share	0.00

12. AWARD COMPUTATION	
a. Amount of Federal Financial Assistance (from item 11m)	856,326.00
b. Less Unobligated Balance From Prior Budget Periods	0.00
c. Less Cumulative Prior Award(s) This Budget Period	0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	856,326.00
13. Total Federal Funds Awarded to Date for Project Period	856,326.00

14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2	856,326.00	d. 5	856,326.00
b. 3	856,326.00	e. 6	
c. 4	856,326.00	f. 7	

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:		b
a.	DEDUCTION	
b.	ADDITIONAL COSTS	
c.	MATCHING	
d.	OTHER RESEARCH (Add / Deduct Option)	
e.	OTHER (See REMARKS)	

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

a. The grant program legislation
 b. The grant program regulations.
 c. This award notice including terms and conditions, if any, noted below under REMARKS.
 d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)

GRANTS MANAGEMENT OFFICIAL: **Stephanie Latham**

17. OBJ CLASS 41.51	18a. VENDOR CODE 1610600439B5	18b. EIN 610600439	19. DUNS 927049767	20. CONG. DIST. 06
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
21. a. 8-921019V	b. 18NU58DP006497	c. DP	d. \$856,326.00	e. 75-18-0948
22. a.	b.	c.	d.	e.
23. a.	b.	c.	d.	e.

NOTICE OF AWARD (Continuation Sheet)

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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
Total	\$0.00	\$0.00	\$0.00

NOTICE OF AWARD (Continuation Sheet)

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Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
09/30/2018	09/29/2019	Annual	12/28/2019
09/30/2019	09/29/2020	Annual	12/28/2020
09/30/2020	09/29/2021	Annual	12/28/2021
09/30/2021	09/29/2022	Annual	12/28/2022
09/30/2022	09/29/2023	Annual	12/28/2023

AWARD ATTACHMENTS

Health & Family Services, Kentucky Cabinet for

1 NU58DP006497-01-00

1. Terms and Conditions
2. Summary Statement

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/federalregulationspolicies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number CDC-RFA-DP18-1807, entitled State Physical Activity and Nutrition Program, and application dated June 14, 2018, as may be amended, which are hereby made a part of this Non-research award, hereinafter referred to as the Notice of Award (NoA).

Approved Funding: Funding in the amount of \$856,326 is approved for the Year 01 budget period, which is September 30, 2018 through September 29, 2019. 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: Cooperative Agreement

Substantial Involvement by CDC: This is a cooperative agreement and CDC will have substantial programmatic involvement after the award is made. Substantial involvement is in addition to all post-award monitoring, technical assistance, and performance reviews undertaken in the normal course of stewardship of federal funds.

CDC program staff will assist, coordinate, or participate in carrying out effort under the award, and recipients agree to the responsibilities therein, as detailed in the NOFO.

CDC will have substantial involvement beyond site visits and regular performance and financial monitoring during the period of performance. CDC activities are intended to ensure the success of the project and will include the following:

- Provide ongoing technical assistance.
- Provide SPAN implementation guidance to recipients on identifying and implementing strategies and activities.
- Facilitate collaborative opportunities with other CDC funded NOFO national and state partners.
- Promote information sharing between recipients:
 - Facilitate routine conference calls, webinars, and other informational exchange.
 - Develop mechanism for documenting and sharing lessons learned.
- Convene recipient trainings.

Additionally, CDC will:

- Ensure that recipients have access to expertise found throughout NCCDPHP.
- Collaborate with recipients to explore appropriate flexibilities needed to meet public health outcomes and goals. Flexibility in cooperative agreements includes recipient's ability to propose alternative methods to achieve the outcomes and goals of the cooperative agreement that align with recipient's opportunities for success, infrastructure, partner and stakeholder buy-in, demographics, and burden. This includes bringing together resources from multiple cooperative agreements to jointly advance the goals of each, and expanding

- the dialogue to bring in other CDC and recipient staff to reach a win/win solution.
- Create greater efficiencies and consistency across NCCDPHP programs. For example,
 - Jointly developed resources and tools that focus on cross-cutting functions, settings, domains, risk factors, conditions and diseases to ensure consistent messages and to meet technical assistance needs.
 - Joint training and technical assistance opportunities that help recipients produce policies and programs that are more holistic and fully supportive of work in tobacco, nutrition, physical activity, chronic disease management and other strategies and topics, as appropriate.
 - Continue and expand support for recipients to leverage NCCDPHP resources to address cross-cutting functions, domains, settings, risk factors, and diseases.

Objective Review Statement Response Requirement: The review comments on the strengths and weaknesses of the proposal are provided as part of this award. A response to the weaknesses in these statements must be submitted to and approved, in writing, by the Grants Management Specialist/Grants Management Officer (GMS/GMO). **The response must be submitted in GrantSolutions as an amendment, type “Summary Statement/Technical Review Response to Weaknesses.** Failure to submit the required information by the due date, **October 30, 2018**, will cause delay in programmatic progress and will adversely affect the future funding of this project.

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:

- ***Rebekah Duchette – Nutrition and Physical Activity Coordinator***

Budget Revision Requirement: By **October 30, 2018** the recipient must submit a revised budget with a narrative justification **based on the approved funding. The Budget Revision must be submitted in GrantSolutions as an amendment, type “Budget Revision”.** 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 not permitted the following expanded authority in the administration of the award.

FUNDING RESTRICTIONS AND LIMITATIONS

Notice of Funding Opportunity (NOFO) Restrictions: Restrictions that must be considered while planning the programs and writing the budget are:

- Recipients may not use funds for research.
- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:

- publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
- the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See [Additional Requirement \(AR\) 12](#) for detailed guidance on this prohibition and [additional guidance on lobbying for CDC recipients](#).
- The direct and primary recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.
- In accordance with the United States Protecting Life in Global Health Assistance policy, all non-governmental organization (NGO) applicants acknowledge that foreign NGOs that receive funds provided through this award, either as a prime recipient or subrecipient, are strictly prohibited, regardless of the source of funds, from performing abortions as a method of family planning or engaging in any activity that promotes abortion as a method of family planning, or to provide financial support to any other foreign non-governmental organization that conducts such activities. See Additional Requirement (AR) 35 for applicability (<https://www.cdc.gov/grants/additionalrequirements/ar-35.html>).

Indirect Costs: Indirect costs are approved based on the recipient’s approved Cost Allocation Plan dated June 9, 2016.

REPORTING REQUIREMENTS

Performance Progress and Monitoring: Performance information collection initiated under this grant/cooperative agreement has been approved by the Office of Management and Budget under **OMB Number 0920-1132, “Performance Progress and Monitoring Report”, Expiration Date 8/31/2019.** The components of the PPMR are available for download at: <https://www.cdc.gov/grants/alreadyhavegrant/Reporting.html> .

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS): Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
 Romero Stokes, Grants Management Officer/Specialist
 Centers for Disease Control and Prevention
 Chronic Disease and Birth Defects Services Branch
 2920 Brandywine Road, Mailstop E-09
 Atlanta, Georgia 30341
 Email: Inj0@cdc.gov (Include “Mandatory Grant Disclosures” in subject line)

AND

U.S. Department of Health and Human Services
 Office of the Inspector General
 ATTN: Mandatory Grant Disclosures, Intake Coordinator

330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201

Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS). (45 CFR 75.372(b)) CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award. (45 CFR 75.373(b))

PAYMENT INFORMATION

The HHS Office of the Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous.

Payment Management System Subaccount: Funds awarded in support of approved activities have been obligated in a newly established 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. All award funds must be tracked and reported separately.

The grant document number identified on the bottom of Page 1 of the Notice of Award must be known in order to draw down funds.

CDC Staff Contacts

Grants Management Specialist: The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards.

GMS Contact:

Romero Stokes, Grants Management Specialist
Centers for Disease Control and Prevention
Chronic Disease and Birth Defects Services Branch
2920 Brandywine Road, Mailstop E-09
Atlanta, Georgia 30341
Telephone: 770-488-2075
Email: lnj0@cdc.gov

Program/Project Officer: The PO is the federal official responsible for monitoring the programmatic,

scientific, and/or technical aspects of grants and cooperative agreements, as well as contributing to the effort of the award under cooperative agreements.

Programmatic Contact:

Margaret West, Project Officer
Centers for Disease Control and Prevention
Division of Nutrition, Physical Activity, and Obesity
4770 Buford Highway
Telephone: 770-488-6131
Email: mwest2@cdc.gov

Grants Management Officer: The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards. The GMO is the only official authorized to obligate federal funds and is responsible for signing the NoA, including revisions to the NoA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

GMO Contact:

Stephanie Latham, Grants Management Officer
Centers for Disease Control and Prevention
Chronic Disease and Birth Defects Services Branch
2920 Brandywine Road, Mailstop E-09
Atlanta, Georgia 30341
Telephone: 770-488-2917
Email: fzv6@cdc.gov

**National Center for Chronic Disease Prevention and Health Promotion
Notice of Funding Opportunity DP18-1807
State Physical Activity and Nutrition Program
SUMMARY STATEMENT**

Date Reviewed: July 11, 2018

Applicant Name: Kentucky Cabinet for Health and Family Services

Application #: NU58DP2018006629

Reviewers' Comments on the Application

Strengths:

1. The application clearly demonstrates the magnitude of the public health need, utilizing appropriate surveillance data systems to identify target populations that also consider specific risk factors such as prevalence of obesity, socioeconomic status, and ethnicity.
2. Expanding on previous, similar work with CDC funded cooperative agreements, the applicant intends to develop and implement strategies and activities consistent with the CDC project description and logic model.
3. Competitive sub awards will be offered for 8-12 communities via local health departments to implement tailored interventions and to implement one of the five strategies, repeating the process in years 2 - 5 of the period of performance
4. The applicant will provide appropriate training in collaboration with their partners that community members can use to address the issues for which their communities will focus.
5. The application presents a clear and detailed work plan with the required strategies, activities, milestones, and expected outcomes.
6. The applicant will utilize a substantial number of appropriate existing state and local relationships and partnerships, and has shown proof of these partners willingness to work on the project. The applicant documents a history of partners and relationships that assisted in the execution of similar programmatic programs under different funding opportunities. The applicant plans to leverage established partnerships within their local communities to support execution of NOFO requirements.
7. The applicant proposes to use a community-based participatory approach to engage the 38 target counties, including technical assistance to these counties to to perform assessments, conduct community conversations, prioritize specific strategies, and community-driven solutions that inform culturally innovative action plans.
8. The evaluation plan is clear, with identified performance measures and responsible parties.
9. The applicant has articulated a data management plan which includes appropriate sources of data, access to the data, and data storage.
10. The University of Kentucky Prevention Research Center, which will provide evaluation support for this NOFO, has previously provided physical activity and nutrition related evaluation support for this applicant.

The applicant demonstrates organizational capacity with experienced staff to readily implement proposed strategies.

Weaknesses:

1. The applicant mentions geographic, disability, and racial and ethnic inequalities in the state. However, the applicant does not explicitly mention how they will target these inequalities in the population.
2. Most of the performance measures do not reference a baseline.
3. The applicant doesn't have a process to collect data on the number of places that develop and implement food service guidelines and the number of places that develop and implement community pedestrian, bicycle, and public transit plans.
4. The applicant's communication objectives and activities lack detail.
5. The application lacks clarity as to how the findings will be reported or shared. The applicant described that many of the strategies will be co-led with various organizations, however roles, responsibilities, and the management structure for this work are not clearly defined.

Recommendations:

1. The applicant should clearly identify the target population and how they will be selected.
2. Baseline measurements for all performance measures should be reported.
3. The applicant should provide a process for how they will collect data on the number of places that develop and implement food service guidelines and number of places that develop and implement community pedestrian, bicycle, and/or public transit plans.
4. The communication objectives and activities should be more thoroughly described.
5. The applicant should consider adding details about how the findings will be reported.
6. The applicant should provide details on the various organizations' roles and responsibilities.

Comments on Budget and Budget Narrative

The applicant should revise their budget using the following guidance.

- Submit a revised budget to Office of Financial Resources (OFR) with a copy to your project officer 30 days after the start of the budget period and should be reflective of the amount in the Notice of Award.
- CDC recommends recipients budget at least 25% of the proposed total annual budget to effectively support the organization(s) that will plan, implement, and evaluate local work.
- CDC recommends using a minimum of 10% of the annual award to support evaluation activities.
- A required recipient-training meeting will be scheduled in Spring 2019. Recipients should budget up to seven (5 program and 2 evaluators) staff to

participate for up to five days of training in Atlanta, Georgia. The evaluation training mentioned in the NOFO will be a part of this training

- The budget narrative should clearly identify the salary/ fringe/ contractual support of the required staff: principal investigator, program manager, nutrition coordinator, physical activity coordinator, and fiscal manager. If any of these staff is supported in-kind, this should be clearly stated.
- All proposed contracts must include the following: Name of Contractor, Selection Method, Period of Performance, and Method of Accountability. All budget and justification must be itemized to include applicable categories found on page 24 of the NOFO: Salaries and wages, fringe benefits, consultant costs, etc.