



**Recipient Information**

**1. Recipient Name**

MISSOURI DEPARTMENT OF HEALTH &  
SENIOR SERVICES  
920 Wildwood Dr  
Health and Senior Services  
Jefferson City, MO 65109-5796  
[NO DATA]

**2. Congressional District of Recipient**  
03

**3. Payment System Identifier (ID)**  
1446000987B7

**4. Employer Identification Number (EIN)**  
446000987

**5. Data Universal Numbering System (DUNS)**  
878092600

**6. Recipient's Unique Entity Identifier (UEI)**  
UETLXV8NG8F4

**7. Project Director or Principal Investigator**

Ms. Jody Starr  
Program Coordinator  
Jody.Starr@health.mo.gov  
573-751-8262

**8. Authorized Official**

Ms. Marcia A Mahaney  
Director  
Marcia.Mahaney@health.mo.gov  
573-751-6014

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Ms. Rose Mosley  
GMS  
RMosley@cdc.gov  
770-488-2450

**10. Program Official Contact Information**

Sherita Cummings  
ZNO1@cdc.gov  
404-639-8000

**Federal Award Information**

**11. Award Number**

5 NU90TP922019-05-00

**12. Unique Federal Award Identification Number (FAIN)**

NU90TP922019

**13. Statutory Authority**

319C-1 of the Public Health Service (PHS) Act (47 USC 247d-3a)

**14. Federal Award Project Title**

MISSOURI PHEP COOPERATIVE AGREEMENT

**15. Assistance Listing Number**

93.069

**16. Assistance Listing Program Title**

Public Health Emergency Preparedness

**17. Award Action Type**

Non-Competing Continuation

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

<b>19. Budget Period Start Date</b>	07/01/2023	<b>- End Date</b>	06/30/2024
<b>20. Total Amount of Federal Funds Obligated by this Action</b>	\$11,155,537.00		
20a. Direct Cost Amount	\$10,661,654.00		
20b. Indirect Cost Amount	\$493,883.00		
<b>21. Authorized Carryover</b>	\$0.00		
<b>22. Offset</b>	\$0.00		
<b>23. Total Amount of Federal Funds Obligated this budget period</b>	\$0.00		
<b>24. Total Approved Cost Sharing or Matching, where applicable</b>	\$1,116,837.00		
<b>25. Total Federal and Non-Federal Approved this Budget Period</b>	\$12,272,374.00		
<b>26. Period of Performance Start Date</b>	07/01/2019	<b>- End Date</b>	06/30/2024
<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance</b>	\$62,849,607.00		

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mrs. Erica Stewart  
Team Lead, Grants Management Officer

**30. Remarks**



<b>Recipient Information</b>
<b>Recipient Name</b> MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES 920 Wildwood Dr Health and Senior Services Jefferson City, MO 65109-5796 [NO DATA]
<b>Congressional District of Recipient</b> 03
<b>Payment Account Number and Type</b> 1446000987B7
<b>Employer Identification Number (EIN) Data</b> 446000987
<b>Universal Numbering System (DUNS)</b> 878092600
<b>Recipient's Unique Entity Identifier (UEI)</b> UETLXV8NG8F4
<b>31. Assistance Type</b> Cooperative Agreement
<b>32. Type of Award</b> Other

<b>33. Approved Budget</b> (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only II. Total project costs including grant funds and all other financial participation	
<b>a. Salaries and Wages</b> <b>b. Fringe Benefits</b> <b>c. Total Personnel Costs</b> <b>d. Equipment</b> <b>e. Supplies</b> <b>f. Travel</b> <b>g. Construction</b> <b>h. Other</b> <b>i. Contractual</b>	\$1,703,892.00 \$1,024,745.00 \$2,728,637.00 \$0.00 \$126,714.00 \$64,411.00 \$0.00 \$356,784.00 \$7,385,108.00
<b>j. TOTAL DIRECT COSTS</b>	<b>\$10,661,654.00</b>
<b>k. INDIRECT COSTS</b>	<b>\$493,883.00</b>
<b>l. TOTAL APPROVED BUDGET</b>	<b>\$11,155,537.00</b>
<b>m. Federal Share</b>	<b>\$11,155,537.00</b>
<b>n. Non-Federal Share</b>	<b>\$1,116,837.00</b>

<b>34. Accounting Classification Codes</b>						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-921027R	19NU90TP922019	TP	41.51	93.069	\$0.00	75-21-0956
1-9213367	19NU90TP922019	TP	41.51	93.069	\$0.00	75-21-0956
2-921022U	19NU90TP922019	TP	41.51	93.069	\$0.00	75-22-0956
2-921027R	19NU90TP922019	TP	41.51	93.069	\$0.00	75-22-0956
2-9213367	19NU90TP922019	TP	41.51	93.069	\$0.00	75-22-0956
3-921027R	19NU90TP922019	TP	41.51	93.069	\$1,297,160.00	75-23-0956
3-9213367	19NU90TP922019	TP	41.51	93.069	\$9,858,377.00	75-23-0956



**DEPARTMENT OF HEALTH AND HUMAN SERVICES** Notice of Award

Centers for Disease Control and Prevention

Award# 5 NU90TP922019-05-00

FAIN# NU90TP922019

Federal Award Date: 06/21/2023

**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	\$12,838.00	\$12,838.00	\$25,676.00
Total	\$12,838.00	\$12,838.00	\$25,676.00

# AWARD ATTACHMENTS

MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES

5 NU90TP922019-05-00

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1. Terms and Conditions

## 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/federal-regulations-policies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number TP19-1901, entitled **Public Health Emergency Preparedness (PHEP) Cooperative Agreement**, and application dated April 21, 2023, 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 **\$11,155,537** is approved for the Year 05 budget period, which is July 1, 2023 through June 30, 2024. 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.

The NOFO provides for the funding of multiple components under this award. The approved component funding levels for this notice of award are:

NOFO Component	Amount
Base	\$ \$9,871,215
CRI	\$ \$1,297,160
Lab	\$ 0

The requirements and term and condition of “Use of CDC funding for the Procurement of PPE and other Essential Medical Supplies/Procurement of “Covered Materials” have been rescinded. The term, which outlined two situations in which CDC recipients could use CDC award funds to procure Covered Materials *without* prior approval, is no longer in effect. Moving forward, recipients will comply with standard procurement requirements for these covered materials.

**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.

Listed in NOFO-Recipients must describe how CDC could help them overcome challenges to complete activities in the work plan and achieving period of performance outcomes

-Provide ongoing guidance, programmatic support, training, and technical assistance related to public health emergency preparedness.

-Provide ongoing guidance, programmatic support, training, and technical assistance related to activities outlined in this funding opportunity. Technical assistance resources include PHEP supplemental guidance and resources, funding application instructions, quarterly spend plan templates, and other resources as needed.

-Facilitate communication among recipients to advance the sharing of expertise on preparedness and response activities.

-Facilitate technical assistance through CDC's online technical assistance portal.

**Direct Assistance (DA):** DA is awarded in the amount of **\$12,838** for this budget period.

**Budget Revision Requirement: By August 15, 2023** the recipient must submit a grant note via Grant Solutions. 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.

## **BASE**

### ▪ **Personnel: TBD positions are listed**

- Please provide the names of all TBD staff or adjust the performance period to align with a more accurate start date to avoid an unobligated balance. If the position is vacant for more than 3 months please redirect those unspent funds to other cost categories to avoid an unobligated balance.
- Disapproved Personnel Laboratory Manager(DHSS CAP12)(FY24) (Personnel: \$8,072/Fringe: \$0)
  - LRN-B SME: virology work is not a supported LRN activity. As well as pandemic influenza these are funded through mechanisms other than PHEP. Additional information is needed to determine if his individual oversees molecular testing for LRN viruses, and at what percentage.
- Disapproved Personnel Senior Laboratory Scientist (DHSS CAP12)(FY24) (Personnel: \$5,528/ Fringe: \$0)
  - LRN-B SME: virology work is not a supported LRN activity. Additional information is needed to determine if his individual oversees molecular testing for LRN viruses, and at what percentage.
- Disapproved Personnel Laboratory Scientist (DHSS CAP12) (FY24) (Personnel: \$6,488/Fringe: \$0) \$10,446
  - LRN-B SME: virology work and virus isolation are supported LRN activities
- Disapproved Personnel Laboratory Scientist (DHSS CAP12) (FY24) (Personnel: \$2,994/Fringe: \$0) \$4,820
  - LRN-B SME: routine virology work and virus isolation are not supported LRN activities

### ▪ **Travel: TBD**

- Travel, provide a narrative justification describing the travel staff members will perform
- List where travel will be undertaken, who will be making the trips, and approximate dates.

- **Supplies:**
  - **BEPR Decontamination and Monitoring**
    - It is unclear how the supplies/equipment support(s) the proposed work plan and/or the requirements of the cooperative agreement. The recipient needs to provide more information on how this supplies/equipment support(s) the proposed work plan or requirements of the cooperative agreement. Revisions to the budget justification and/or work plan may be needed.
- The additional information must be submitted as a grant note titled: **Budget Information Request.**

**Technical Review Response Requirement:** CDC program staff will distribute TR reports to recipients via GMM Grant Notes. The recipient must submit a response to the weakness(es), and recommendations identified in the technical review as a grant note in GrantSolutions no later than August 15, 2023. (Note: The recipient's response should be reflective only of the weaknesses identified, therefore, resubmission of the entire application is not required.) Failure to submit the required information by the due date provided by the program staff will cause delay in programmatic progress and will adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact Project Officer identified in the CDC Staff Contacts section of this notice before the due date.

**Expanded Authority:** The recipient is permitted the following expanded authority in the administration of the award.

- Carryover of unobligated balances from budget period 04 are allowed until the end of the current performance period 06/30/2024. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of unobligated funds in Section 12 "Remarks" of the annual Federal Financial Report. If the GMO determines that some or all of the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient's authority to automatically carry over unobligated balances in the future, use the balance to reduce or offset CDC funding for a subsequent budget period, or use a combination of these actions.

**Program Income:** Any program income generated under this grant or cooperative agreement will be used in accordance with the Cost sharing or matching alternative.

Cost sharing or matching alternative: Under this alternative, program income is used to finance some or the entire non-federal share of the project/program.

Note: The disposition of program income must have written prior approval from the GMO.

#### FUNDING RESTRICTIONS AND LIMITATIONS

**Notice of Funding Opportunity (NOFO) Restrictions:**

- 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.
- 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 <https://www.cdc.gov/grants/additional-requirements/ar-35.html>
  - 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.
  - Recipients may supplement but not supplant existing state or federal funds for activities described in the budget.
  - Payment or reimbursement of backfilling costs for staff is not allowed.
  - None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$199,300 per year.
  - Funds may not be used to purchase or support (feed) animals for labs, including mice. Funds may not be used to purchase a house or other living quarter for those under quarantine. Rental may be allowed with approval from the CDC OGS.

## **Lobbying**

Other than for normal and recognized executive-legislative relationships, PHEP funds may not 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 requirements (AR 12) for detail guidance on the prohibition and additional guidance on lobbying for CDC recipients [https://www.cdc.gov/grants/documents/antilobbying\\_restrictions\\_for\\_cdc\\_grantees\\_july\\_2012.pdf](https://www.cdc.gov/grants/documents/antilobbying_restrictions_for_cdc_grantees_july_2012.pdf)

## **Construction and Major Renovations**

- Recipients may not use funds for construction or major renovations.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly justified in the budget.

## **Passenger Road Vehicles**



- Funds cannot be used to purchase over-the road passenger vehicles.
- Funds cannot be used to purchase vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas driven motorized carts.
- Recipients can (with prior approval) use funds to lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas- driven motorized carts during times of need.
- Additionally, PHEP grant funds can (with prior approval) be used to make transportation agreements with commercial carriers for movement of materials, supplies and equipment. There should be a written process for initiating transportation agreements (e.g., contracts, memoranda of understanding, formal written agreements, and/or other letters of agreement). Transportation agreements should include, at a minimum:
  - Type of vendor
  - Number and type of vehicles, including vehicle load capacity and configuration
  - Number and type of drivers, including certification of drivers
  - Number and type of support personnel
  - Vendor's response time
  - Vendor's ability to maintain cold chain, if necessary to the incident
  - This relationship may be demonstrated by a signed transportation agreement or documentation of transportation planning meeting with the designated vendor. All documentation should be available to the CDC project officer for review if requested.

### **Transportation of Medical Material**

- Funds can (with prior approval) be used to procure leased or rental vehicles for movement of materials, supplies and equipment.
- Recipients can (with prior approval) use funds to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.
- Recipients may purchase basic (non-motorized) trailers with prior approval from the CDC OGS.

### **Procurement of Food and Clothing**

- Funds may not be used to purchase clothing such as jeans, cargo pants, polo shirts, jumpsuits, sweatshirts, or T-shirts. Purchase of vests to be worn during exercises or responses may be allowed.
- Generally, funds may not be used to purchase food.

### **Vaccines**

- PHEP recipients can, with prior CDC approval, use funds to purchase caches of antibiotics for use by public health responders and their households to ensure the health and safety of the public health workforce during an emergency response, or an exercise to test response plans. Funds may not be used to supplant other funding intended to achieve this objective.

- PHEP recipients can, with prior CDC approval, use funds to purchase caches of vaccines for public health responders and their households to ensure the health and safety of the public health workforce.
- PHEP recipients can, with prior CDC approval, use funds to purchase caches of vaccines for select critical workforce groups to ensure their health and safety during an exercise testing response plans.
  - Recipients must document in their submitted exercise plans the use of vaccines for select critical workforce personnel before CDC will approve the vaccine purchase.
- Recipients may not use PHEP funds to supplant other funding intended to achieve these objectives.
- Recipients of PHEP-funded vaccines (within the context of the exercise) may include:
  - Persons who meet the criteria in the CDC-Advisory Committee on Immunization Practices (CDC/ACIP) recommendations [www.cdc.gov/vaccines/acip/index.html](http://www.cdc.gov/vaccines/acip/index.html) for who should receive vaccine; and
  - Persons who are not eligible to receive the vaccine through other entitlement programs such as Medicare, Medicaid, or the Vaccines for Children (VFC) program.
    - VFC-eligible children or Medicare beneficiaries may participate in the exercise; however, they should be vaccinated with vaccine purchased from the appropriate funding source.
- PHEP funds may not be used to purchase vaccines for seasonal influenza mass vaccination clinics or other routine vaccinations covered by ACIP schedules.
- PHEP funds may not be used to purchase influenza vaccines for the general public.

Recipients may not use funds for clinical care except as allowed by law. For the purposes of this NOFO, clinical care is defined as "directly managing the medical care and treatment of individual patients." PHEP-funded staff may administer MCMs such as antibiotics or vaccines as a public health intervention in the context of an emergency response or an exercise to test response plans. CDC does not consider this clinical care since it is not specific to one individual patient.

### **Laboratory Supplies**

Instruments, reagents and supplies for the following are not generally purchased with PHEP funding:

- Instruments, reagents and supplies for testing seasonal influenza.
- Instruments, reagents and supplies for testing rabies.
- Instruments, reagents and supplies for routine food testing (surveillance).
- Instruments, reagents and supplies for testing vaccine preventable diseases (e.g. measles, mumps, etc.)
- Instruments, reagents and supplies for routine testing of vector-borne illnesses (both clinical and vector surveillance).
- Routine drug screening of laboratory staff; and • Influenza vaccines (for the general public).

Because recipients receive substantial assistance from CDC through other programs, recipients line items are funded under the appropriate program

## **Indirect Costs:**

Indirect costs are approved based on the negotiated indirect cost rate agreement dated **March, 16, 2022** which calculates indirect costs as follows, a **Provisional** is approved at a rate of **18.10 %** of the base, which includes, direct salaries and wages including all fringe benefits. The effective dates of this indirect cost rate are from **July 01, 2023** to **June 30, 2025**.

**Matching Funds Requirement:** The required level of non-federal participation for PHEP in the amount of **\$1,116,838**.

Matching is generally calculated on the basis of the federal award amount and is comprised of recipient contributions proposed to support anticipated costs of the project during a specific budget period (confirmation of the existence of funding is supplied by the recipient via their Federal Financial Report). The recipient must be able to account separately for stewardship of the federal funding and for any required matching; it is subject to monitoring, oversight, and audit. The recipient may not use matching expenditures to count toward any Maintaining State Funding requirement.

When a recipient requests a carryover of unobligated funds from prior year(s), matching funds equal to the new requirement must be on record in the CDC grant file, or the recipient must provide evidence with the carryover request.

**Maintenance of Effort (MOE) Requirement:** MOE represents an applicant/recipient historical level of contributions related to federal programmatic activities which have been made prior to the receipt of federal funds "expenditures (money spent)." MOE is used as an indicator of non-federal support for public health before the infusion of federal funds. These expenditures are calculated by the recipient without reference to any federal funding that also may have contributed to such programmatic activities in the past. Recipients must stipulate the total dollar amount in their grant applications. Recipients must be able to account for MOE separately from accounting for federal funds and separately from accounting for any matching funds requirement; this accounting is subject to ongoing monitoring, oversight, and audit. MOE may not include any matching funds requirement.

## **REPORTING REQUIREMENTS**

**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

**Rose Mosley**, Grants Management Officer/Specialist

Centers for Disease Control and Prevention

Global Health Security Branch  
Email: [Rmosley@cdc.gov](mailto:Rmosley@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](mailto: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**

**Payment Management System Subaccount:** Funds awarded in support of approved activities have been obligated in a 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.

The grant document number identified beginning on the bottom of Page 2 of the Notice of Award must be known in order to draw down funds.

#### **PROGRAM OR FUNDING SPECIFIC CLOSEOUT REQUIREMENTS**

The final programmatic report format required is the following.

**Final Performance Progress and Evaluation Report:** This report should include the information specified in the NOFO and is submitted 90 days following the end of the period of performance via [www.grantsolutions.gov](http://www.grantsolutions.gov). At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims.
- Description of results (positive or negative) considered significant.
- List of publications resulting from the project, with plans, if any, for further publication.

**Final Federal Financial Report (FFR, SF-425):** The FFR should only include those funds authorized and actually expended during the timeframe covered by the report. The Final FFR, SF-425 is required and must be submitted no later than 90 days after the period of performance end date. The final report must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. Should the amount not match with the final expenditures reported to the Department of Health and Human Services' PMS, you will be required to update your reports to PMS accordingly. Remaining unobligated funds will be de-obligated and returned to the U.S. Treasury.

Electronic versions of the form can be downloaded at:

<https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1>

**Equipment and Supplies - Tangible Personal Property Report (SF-428):** A completed Tangible Personal Property Report SF-428 and Final Report SF-428B addendum must be submitted, along with any Supplemental Sheet SF-428S detailing all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. Electronic versions of the forms can be downloaded by visiting: <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1>

If no equipment was acquired under an award, a negative report is required.

The recipient must identify each item of equipment that it wishes to retain for continued use in accordance with 45 CFR Part 75. The awarding agency may exercise its rights to require the transfer of equipment purchased under the assistance award. CDC will notify the recipient if transfer to title will be required and provide disposition instruction on all major equipment.

Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be used in projects or programs currently or previously sponsored by the Federal Government may be retained, sold, or otherwise disposed of, with no further obligation to the Federal Government.

Additional guidance may be provided by the GMS and found at:

<https://www.cdc.gov/grants/already-have-grant/index.html>.