



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
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WWW.DETROITMI.GOV

March 7, 2022

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Request to accept an increase in appropriation for the First Responders:  
Comprehensive Addiction and Recovery Act Grant**

The Substance Abuse and Mental Health Services Administration (SAMHSA) has awarded an increase in appropriation to the City of Detroit Health Department for First Responders: Comprehensive Addiction and Recovery Act Grant, in the amount of \$495,876.00. There is no match requirement for the increase. This funding will increase appropriation 20558, previously approved in the amount of \$1,620,867.00, by council on October 6, 2020, to a total of \$2,116,743.00.

The objective of the grant is to train first responders and key community sectors to provide and administer naloxone for emergency treatment. This grant will enable the department to continue to implement processes, protocols, and mechanisms for community service referral, treatment, and recovery support.

I respectfully ask your approval to accept the increase in appropriation funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:  
*Terri Daniels*  
4D2BEEE23C8D489...

Terri Daniels  
Director of Grants, Office of Development and Grants

DocuSigned by:  
*Steven Watson*  
42C91AA10FE84AD...  
Office of Budget

CC:  
Sajjiah Parker, Assistant Director, Grants



## Office of Development and Grants

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CITY OF DETROIT

### RESOLUTION

**Council Member** \_\_\_\_\_

**WHEREAS**, the Health Department is requesting authorization to accept an increase in appropriation for the First Responders: Comprehensive Addiction and Recovery Act Grant, from the Substance Abuse and Mental Health Services Administration (SAMHSA), in the amount of \$495,876.00, to continue to train first responders and key community sectors to provide and administer naloxone for emergency treatment; and

**WHEREAS**, this funding will increase appropriation 20558, previously approved in the amount of \$1,620,867.00, by council on October 6, 2020, to a total of \$2,116,743.00; and

**WHEREAS**, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED** that the Director or Head of the Department is authorized to execute the modified grant agreement on behalf of the City of Detroit, and

**BE IT FURTHER RESOLVED**, that the Budget Director is authorized to increase the budget accordingly for appropriation number 20558, in the amount of \$495,876.00, for the First Responders: Comprehensive Addiction and Recovery Act Grant.



### Recipient Information

**1. Recipient Name**

DETROIT, CITY OF  
 3245 E JEFFERSON STE 100

DETROIT, MI 48207

**2. Congressional District of Recipient**

14

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

1386004606B4

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

386004606

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

603005542

**6. Recipient's Unique Entity Identifier**

**7. Project Director or Principal Investigator**

Najibah Rehman

najibah.rehman@detroitmi.gov

**8. Authorized Official**

Ms. Terri Daniels  
 danielste@detroitmi.gov  
 313-610-0457

### Federal Agency Information

**9. Awarding Agency Contact Information**

Karen Warner  
 Grants Management Specialist  
 Center for Substance Abuse Prevention  
 karen.warner@samhsa.hhs.gov  
 240-276-1426

**10. Program Official Contact Information**

Fabian O Eluma  
 Project Officer  
 Center for Substance Abuse Prevention  
 fabian.eluma@samhsa.hhs.gov  
 (240) 276-2481

### Federal Award Information

**11. Award Number**

5H79SP080337-03

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

H79SP080337

**13. Statutory Authority**

Section 546 of the Public Health

**14. Federal Award Project Title**

Detroit Community Opioid Response Initiative (DCORI)

**15. Assistance Listing Number**

93.243

**16. Assistance Listing Program Title**

Substance Abuse and Mental Health Services\_Projects of Regional and National Significance

**17. Award Action Type**

Non-Competing Continuation

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

No

### Summary Federal Award Financial Information

**19. Budget Period Start Date 09/30/2021 – End Date 09/29/2022**

<b>20. Total Amount of Federal Funds Obligated by this Action</b>	\$495,876
20a. Direct Cost Amount	\$457,904
20b. Indirect Cost Amount	\$37,972

**21. Authorized Carryover** \$0

**22. Offset** \$0

**23. Total Amount of Federal Funds Obligated this budget period** \$495,876

**24. Total Approved Cost Sharing or Matching, where applicable** \$0

**25. Total Federal and Non-Federal Approved this Budget Period** \$495,876

**26. Project Period Start Date 09/30/2018 – End Date 09/29/2022**

<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period</b>	\$1,990,193
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**28. Authorized Treatment of Program Income**

Additional Costs

**29. Grants Management Officer - Signature**

Odessa Crocker

**30. Remarks**

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



First Responders  
Department of Health and Human Services  
Substance Abuse and Mental Health Services Administration  
Center for Substance Abuse Prevention

Notice of Award

**Issue Date:** 08/04/2021

**Award Number:** 5H79SP080337-03  
**FAIN:** H79SP080337  
**Program Director:** Najibah Rehman

**Project Title:** Detroit Community Opioid Response Initiative (DCORI)

**Organization Name:** DETROIT, CITY OF

**Authorized Official:** Ms. Terri Daniels

**Authorized Official e-mail address:** danielste@detroitmi.gov

**Budget Period:** 09/30/2021 – 09/29/2022

**Project Period:** 09/30/2018 – 09/29/2022

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$495,876 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to DETROIT, CITY OF in support of the above referenced project. This award is pursuant to the authority of Section 546 of the Public Health and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

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

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

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

Sincerely yours,  
Odessa Crocker  
Grants Management Officer  
Division of Grants Management

See additional information below

**SECTION I – AWARD DATA – 5H79SP080337-03****Award Calculation (U.S. Dollars)**

Personnel(non-research)	\$245,000
Fringe Benefits	\$26,650
Travel	\$1,185
Supplies	\$6,883
Contractual	\$173,236
Other	\$4,950
<b>Direct Cost</b>	<b>\$457,904</b>
<b>Indirect Cost</b>	<b>\$37,972</b>
<b>Approved Budget</b>	<b>\$495,876</b>
<b>Federal Share</b>	<b>\$495,876</b>
<b>Cumulative Prior Awards for this Budget Period</b>	<b>\$0</b>
<b>AMOUNT OF THIS ACTION (FEDERAL SHARE)</b>	<b>\$495,876</b>

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
3	\$495,876

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

**Fiscal Information:**

<b>CFDA Number:</b>	93.243
<b>EIN:</b>	1386004606B4
<b>Document Number:</b>	17SP80337A
<b>Fiscal Year:</b>	2021

<b>IC</b>	<b>CAN</b>	<b>Amount</b>
TI	C96N707	\$495,876

IC	CAN	2021
TI	C96N707	\$495,876

**SP Administrative Data:**

**PCC:** FR-CARA / **OC:** 4145

**SECTION II – PAYMENT/HOTLINE INFORMATION – 5H79SP080337-03**

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

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

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### SECTION III – TERMS AND CONDITIONS – 5H79SP080337-03

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

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

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

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

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

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### SECTION IV – SP SPECIAL TERMS AND CONDITIONS – 5H79SP080337-03

## **REMARKS**

### **Continuation Award**

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

This award reflects approval of the budget submitted *February 12, 2021* as part of the continuation application by your Organization.

### **2. Key Staff**

Key staff (or key staff positions, if staff has not been selected) are listed below:

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***Dr. Najibah Rehman, Project Director @ 15% level of effort***

***Dr. Justin Heinze, Lead Evaluator @ 40% level of effort***

***Robert Sanders, Program Coordinator @ 100% level of effort***

***Organizations receiving Federal Funds may not exceed 100% level of effort for any program staff member (Key Staff or otherwise) across all federally funded sources.***

Any changes to key staff including level of effort involving separation from the project for more than three months or a 25 percent reduction in time dedicated to the project requires prior approval and must be submitted as a post-award amendment in eRA Commons.

For additional information on how to submit a post-award amendment, please visit the SAMHSA website: <https://www.samhsa.gov/grants/grants-management/post-award-changes>. Any technical questions regarding the submission process should be directed to the eRA Service Desk: <http://grants.nih.gov/support/>.

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

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

## **SPECIAL CONDITIONS**

### **KEY STAFF MODIFICATION FOR LEAD EVALUATOR**

By **October 30, 2021**, please submit via eRA Commons.

THE LEAD EVALUATOR IDENTIFIED IN THE BUDGET IS JUSTIN HEINZE AT 30% LEVEL OF EFFORT UNDER LINE ITEM "CONTRACTUAL" AND ALSO IDENTIFIED UNDER LINE ITEM "PERSONNEL" (MATCH) AS THE LEAD EVALUATOR AT 10% LEVEL OF EFFORT. HE MUST BE IDENTIFIED UNDER LINE ITEM "PERSONNEL" OR LINE ITEM "CONTRACTUAL" BUT NOT BOTH.

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

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## **STANDARD TERMS AND CONDITIONS**

### **Annual Programmatic Progress Report**

By **December 30, 2022**, submit via eRA Commons.

**This report will be submitted as part of the grant closeout.** [Refer to the Closeout Standard Terms and Conditions page on our website for guidance on preparing and submitting the Final Progress Report.](#)

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

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

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

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

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

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

### **Closeout**

**In accordance with 45 CFR 75.309 and 75.381, recipients must liquidate all obligations incurred under an award not later than ninety (90) days after the end of award's obligation and expenditure period (i.e., the project period) which also coincides with the due date for submission of the FINAL Federal Financial Report (SF-425). After ninety (90) days, letter of credit accounts are locked. SAMHSA does not approve extensions to the ninety (90) day post-award reconciliation/liquidation period. Therefore, recipients are expected to complete all work and reporting within the approved project period and the aforementioned 90-day post-award reconciliation/liquidation period. Recipients (late) withdrawal requests occurring after the aforementioned periods are denied.**



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Refer to the following SAMHSA for Closeout Standard Terms and Conditions <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>.

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

### **Standard Terms for Awards**

Your organization must comply with the Standard Terms and Conditions for the Fiscal Year in which your grant was awarded. The Fiscal Year for your award is identified on Page 2 of your Notice of Award. SAMHSA's Terms and Conditions Webpage is located at: <https://www.samhsa.gov/grants/grants-management/notice-award-noa/standard-terms-conditions>.

### ***Consistent Treatment of Costs.***

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

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

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

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

### **Staff Contacts:**

Fabian O Eluma, Program Official

**Phone:** (240) 276-2481 **Email:** [fabian.eluma@samhsa.hhs.gov](mailto:fabian.eluma@samhsa.hhs.gov) **Fax:** (240) 276-2490

Karen Warner, Grants Specialist

**Phone:** 240-276-1426 **Email:** [karen.warner@samhsa.hhs.gov](mailto:karen.warner@samhsa.hhs.gov) **Fax:** 240-276-1430