

AN ORDINANCE BY COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A SUB-AWARD GRANT IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) FROM YOUTHBUILD USA MENTORING ALLIANCE GRANT BUDGET, BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) IN THE YOUTHBUILD USA NATIONAL MENTORING GRANTS FUND FOR STAFF COSTS TO PROVIDE MENTORING SERVICES IN THE AREAS OF EDUCATION, OCCUPATIONAL SKILLS TRAINING AND EMPLOYMENT TO DISADVANTAGED YOUTH WHILE PERFORMING MEANINGFUL WORK AND SERVICES IN THEIR COMMUNITIES; AND FOR OTHER APPROVED PROGRAM PURPOSES.

Workflow List:

Deborah Lum	Completed	02/28/2014 4:34 PM
Martin Clarke	Completed	02/28/2014 4:40 PM
Finance	Completed	03/04/2014 8:39 AM
Mayor's Office	Completed	03/04/2014 9:48 AM
Office of Research and Policy Analysis	Completed	03/04/2014 3:10 PM
Community Development & Human Resources Committee	Completed	03/17/2014 12:04 PM
Atlanta City Council	Completed	03/19/2014 2:12 PM
Community Development & Human Resources Committee	Pending	
Mayor's Office	Pending	

HISTORY:

03/11/14	Community Development & Human Resources Committee	
03/17/14	Atlanta City Council	REFERRED TO COMMITTEE

RESULT:	REFERRED TO COMMITTEE [11 TO 0]	Next: 3/25/2014 12:30 PM
AYES:	Bond, Dickens, Smith, Young Jr., Archibong, Wan, Shook, Adrean, Moore, Martin, Sheperd	
ABSENT:	Keisha Lance Bottoms	
AWAY:	Mary Norwood, Kwanza Hall, Clela Winslow	

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AYES:	Bond, Dickens, Smith, Young Jr., Archibong, Wan, Shook, Adrean, Moore, Martin, Sheperd	
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Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

AN ORDINANCE BY COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A SUB-AWARD GRANT IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) FROM YOUTHBUILD USA MENTORING ALLIANCE GRANT BUDGET, BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) IN THE YOUTHBUILD USA NATIONAL MENTORING GRANTS FUND FOR STAFF COSTS TO PROVIDE MENTORING SERVICES IN THE AREAS OF EDUCATION, OCCUPATIONAL SKILLS TRAINING AND EMPLOYMENT TO DISADVANTAGED YOUTH WHILE PERFORMING MEANINGFUL WORK AND SERVICES IN THEIR COMMUNITIES; AND FOR OTHER APPROVED PROGRAM PURPOSES.

WHEREAS, the City of Atlanta (“City”) administers special programs under contract to the Atlanta Workforce Development Agency (“AWDA”); and

WHEREAS, YouthBuild USA program is a comprehensive youth and community development program that simultaneously addresses several core issues facing low-income communities: affordable housing, education, employment, crime prevention, and leadership development; and

WHEREAS, the YouthBuild model balances on-site learning modules that leads to achieving a high school diploma or passing the General Education Development (GED) test, advancing towards post-secondary education or career-oriented employment, and taking responsibility for their families and community; and

WHEREAS, the target populations for YouthBuild are high school drop-out who may also be adjudicated youth, youth aging out of foster care, youth with disabilities, and other at-risk youth populations; and

WHEREAS, YouthBuild USA has awarded the City of Atlanta (“City”), through the Atlanta Workforce Development Agency (“AWDA”), a YouthBuild sub-grant in the amount of Twenty Thousand Dollars (\$20,000.00), for mentoring services in the areas of Education, Occupational Skills Training, and Employment to the disadvantaged youth within their communities while performing meaningful work and services to their communities; and

WHEREAS, AWDA recommends the City to accept the YouthBuild Grant to support YouthBuild initiatives which assists youth to obtain a high school diploma or GED credential, and occupational skills training to prepare them for career placement; and

WHEREAS, AWDA recommends increasing the receipts to anticipations and appropriations in the amount of Twenty Thousand Dollars (\$20,000.00) in the YouthBuild USA grants fund.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, as follows:

Section 1: The Mayor or his designee, on behalf of the City of Atlanta, is authorized to accept grant funds in the amount of TWENTY THOUSAND DOLLARS (\$20,000.00) from YouthBuild USA for the purpose of aiding disadvantaged youth with mentoring for education completion, job training and employment assistance; and

Section 2: That such documents as may be necessary be authorized to be executed by appropriate parties to effectuate said grant; and

Section 3: That the 2014 (Job Training Grant Fund) budget is hereby amended as follows:

(1) ADD TO ANTICIPATIONS

250332180 (Award Number)
 2503 (Job Training Grant Fund)
 250501 (PCD AWDA)
 3341101 (State Direct)
 7670000 (Job Training)
 211719 (YouthBuild USA 2013 Mentoring)
 32180 (YouthBuild USA 2013 Mentoring)
TOTAL: \$20,000.00

(1) ADD TO APPROPRIATIONS

250332180 (Award Number)
 2503 (Job Training Grant Fund)
 250501 (PCD AWDA)
 5999999 (Projects and Grants Budget)
 7670000 (Job Training)
 211719 (YouthBuild USA 2013 Mentoring)
 32180 (YouthBuild USA 2013 Mentoring) **TOTAL:**
\$20,000.00

Section 4: That all existing ordinances or parts of ordinances in conflict with this ordinance shall be waived for the purposes of this ordinance only, and only to the extent of the conflict.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Roberta L. Hall

Contact Number: (404) 546-3038

Originating Department: Atlanta Workforce Development Agency (AWDA)

Committee(s) of Purview: Community Development & Human Resources

Chief of Staff Deadline: February 21, 2014

Anticipated Committee Meeting Date(s): March 11, 2014

Anticipated Full Council Date: March 17, 2014

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature]

Chief Information Officer Signature (for IT Procurements): _____

Chief Procurement Officer Signature: _____

CAPTION

AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A SUB-AWARD GRANT IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) FROM YOUTHBUILD USA MENTORING ALLIANCE GRANT BUDGET, BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) IN THE YOUTHBUILD USA NATIONAL MENTORING GRANTS FUND FOR STAFF COSTS TO PROVIDE MENTORING SERVICES IN THE AREAS OF EDUCATION, OCCUPATIONAL SKILLS TRAINING AND EMPLOYMENT TO DISADVANTAGED YOUTH WHILE PERFORMING MEANINGFUL WORK AND SERVICES IN THEIR COMMUNITIES; AND FOR OTHER APPROVED PROGRAM PURPOSES.

FINANCIAL IMPACT:

Mayor's Staff Only

Received by CPO: _____ (date)

Received by LC from CPO: _____ (date)

Received by Mayor's Office: 2-27-14 (date)

Reviewed by: [Signature] (date)

Submitted to Council: _____ (date)

Attachment: YouthBuild Signed Transmittal (14-O-1148 : YouthBuild Mentoring 20K)

**AN ORDINANCE BY
COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE**

AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A SUB-AWARD GRANT IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) FROM YOUTHBUILD USA MENTORING ALLIANCE GRANT BUDGET, BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS IN THE AMOUNT OF TWENTY THOUSAND DOLLARS (\$20,000.00) IN THE YOUTHBUILD USA NATIONAL MENTORING GRANTS FUND FOR STAFF COSTS TO PROVIDE MENTORING SERVICES IN THE AREAS OF EDUCATION, OCCUPATIONAL SKILLS TRAINING AND EMPLOYMENT TO DISADVANTAGED YOUTH WHILE PERFORMING MEANINGFUL WORK AND SERVICES IN THEIR COMMUNITIES; AND FOR OTHER APPROVED PROGRAM PURPOSES.

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Section 2: That such documents as may be necessary be authorized to be executed by appropriate parties to effectuate said grant; and

Section 3: That the 2014 (Job Training Grant Fund) budget is hereby amended as follows:

(1) **ADD TO ANTICIPATIONS**

- 250332180 (Award Number)
- 2503 (Job Training Grant Fund)
- 250501 (PCD AWDA)
- 3341101 (State Direct)
- 7670000 (Job Training)
- 211719 (YouthBuild USA 2013 Mentoring)
- 32180 (YouthBuild USA 2013 Mentoring)

TOTAL: \$20,000.00

(1) **ADD TO APPROPRIATIONS**

- 250332180 (Award Number)
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- 5999999 (Projects and Grants Budget)
- 7670000 (Job Training)
- 211719 (YouthBuild USA 2013 Mentoring)
- 32180 (YouthBuild USA 2013 Mentoring)

TOTAL: \$20,000.00

Section 4: That all existing ordinances or parts of ordinances in conflict with this ordinance shall be waived for the purposes of this ordinance only, and only to the extent of the conflict.



**YOUTHBUILD USA NATIONAL
MENTORING ALLIANCE (NMA)
SUBAWARD AGREEMENT
FIRST ROUND OF FUNDING FOR
THE OJJDP GRANT 2013-2016**

This subaward agreement encompasses the following: the *National Mentoring Alliance (NMA)* conditions contained in this contract including relevant OJJDP Circulars, Rules and Regulations, as well as special conditions and reporting requirements for YouthBuild USA programs.

Disbursement of funds to **Atlanta Workforce Development Agency (AWDA)**, the subawardee, is conditioned upon its compliance with the terms contained in this agreement in its entirety, as well as previously signed assurances and conditions as set forth in YouthBuild USA's 2013-2016 Grant Application to OJJDP. Note that non-compliance with fiscal and programmatic responsibilities and reporting requirements can result in an early termination of this subaward agreement.

All funds provided through this subaward must be expended during the 12-month funding period of the subaward for the stated purpose as stated in the subaward proposal. The programmatic timeframe must provide 15 months of mentoring services to include 3 months of group mentoring and 12 months of one-on-one matches. All funds must be reported separately in the program's audit covering any portion of the subaward term. Subaward funds remaining at the end of the subawardee's 12 month funding cycle and after carryover projections have been confirmed will not be available for drawdown.

If, during the course of the subaward, the subawardee wishes to revise the terms of this subaward in any way, prior written approval must be obtained from YouthBuild USA. In some instances, YouthBuild USA is also required to obtain approval from the OJJDP. If YouthBuild USA wishes to revise the terms of this subaward in any way, the subawardee will be notified in writing prior to the change.

If any terms or conditions contained herein shall be deemed to conflict with any statutory or regulatory directive governing this program or activity, such term or condition shall be null and void, or, to the extent possible, construed or interpreted in a manner consistent with the applicable statute or regulation. Such portion or portions of this agreement as are deemed to conflict with applicable law or regulation shall be considered severable and shall not invalidate this agreement.

Funds under this subaward agreement are distributed based on actual expenditures incurred. Expenditure of the funds received pursuant to this subaward also signifies your program's acknowledgment and acceptance of the terms contained in this subaward agreement.

Subawardees are responsible for ensuring full compliance with the *YouthBuild USA National Mentoring Alliance Conditions*. Subawardees will be responsible for any findings or recommendations, including recovery of grant funds, resulting from noncompliance as determined by YouthBuild USA or OJJDP.

Subawardees must comply with all programmatic and fiscal requirements set forth in this subaward agreement. Failure to comply with the terms of the subaward may result in the termination of the subaward.

YOUTHBUILD USA NMA CONDITIONS AND REPORTING REQUIREMENTS

The subawardee hereby assures that:

1. This subaward shall be used by the subawardee to carry out the goals and objectives detailed in the YouthBuild USA National Mentoring Alliance's grant application and the specifics laid out in the Request for Proposal (RFP) and the subawardee's proposal. Any activities that would result in a significant departure from your program's mission, objectives and activities, as described in the grant application must be submitted **in writing to YouthBuild USA for advance approval.**
2. The subawardee will comply with the requirements and terms of the YouthBuild USA guidelines and OJJDP regulations.
3. The subawardee will submit to YouthBuild USA complete and timely DCTAT and WebSTA-Q data information. DCTAT reporting is an OJJDP requirement and is due semi-annually. The subawardee will be required to submit data by July 20th for the January 1st to June 31st reporting period and by January 20th for the July 1st to December 31st reporting period. (This includes completing the G.E.D./Diploma Mandatory Indicator.) WebSTA-Q reporting is a YouthBuild USA requirement and is due quarterly. All students placed in the mentoring initiative must be entered into WebSTA-Q including pre-YouthBuild and Charter School students. They must be in WebSTA-Q prior to group mentoring. The subawardee will be required to submit data as follows: Q1: Jan - Mar (Due end of April), Q2: Apr - Jun (Due end of July), Q3: Jul - Sep (Due end of October), and Q4: Oct - Dec (Due end of January). The Data Services Team at YouthBuild USA (617-299-9089; support@webstaq.org) is available to support you as you provide data for the Affiliated Network and your mentoring grant. Please submit a designated Data Point of Contact below. Should this point of contact change, please notify YouthBuild USA. A recording of an instructional DCTAT webinar is located on the Community of Practice website referenced in section #14.

I certify the contact information below is correct.

Data Point of Contact Name: Katrina Nelson
Title: Education Manager
Phone Number: (404) 546-3061
Email: kcnelson@atlantaga.gov

4. The subawardee will submit to YouthBuild USA, on a monthly basis by the 20th of each month for the previous month's expenses, a Federal Financial Report (FFR) for reimbursement, a Monthly Expense Report, and back up documentation. Back up documentation must include copies of the monthly general ledger, signed staff time sheets that show allocation to the OJJDP grant, invoices for expenses charged to OJJDP, the payroll register, benefit summary or fringe rate detail (if applicable), consultant contracts (if applicable), and any other documentation as necessary to support the request. This documentation will be used to verify and justify monthly reimbursement to the subawardee. Reimbursement requests must be submitted via Dropbox <https://www.dropbox.com/>. Dropbox is a free file storage website. This will allow large files to be submitted. All grants to sites reimbursements will be paid via ACH. To avoid a delay in the reimbursement to sites, reimbursements received after the due date will be processed in the following month's reimbursement request to OJJDP. YouthBuild USA will strive to reimburse subawardees within a 30-day period. Reimbursement may take up to 45 days. If a complete and accurate reimbursement is submitted to YouthBuild USA by the subawardee, it will be reimbursed in an earlier drawdown. **Requests submitted after 90 days will not be reimbursed.** Late reimbursements will require extended processing time and will be processed after on time submissions from all other programs are processed. If data reporting requirements are not up to date, the reimbursement and its documentation will not be paid until the next month or until complete information is submitted. A recording of an instructional Financial Reimbursement webinar is located on the Community of Practice website referenced in section #14.

The subawardee will be obliged to comply with the following federal regulations and grant requirements:

- Federal rules and regulations related to the following:
 - A. Electronic Financial System (i.e. QuickBooks, Peachtree, Great Plains) with segregated accounting capabilities
 - B. Adequate payroll processing system (outside payroll company vs. internal processing)
 - C. Audit results or audit notes, independent auditor review
 - D. Prior restricted grants experience (indicate if prior federal funding has been received)
 - E. Internal controls
 - i. Accounting/Fiscal policies
 - ii. Segregation of duties
 - iii. Written fiscal and HR policies & procedures
 - iv. Cost allocation policy or federally approved indirect rate
 - v. Qualifications of financial staff
 - F. Funding Restrictions
 - G. Indirect Costs (must have federally approved IDC)
 - H. Administrative Costs and Requirements
 - I. Salary, Overtime, and Bonus Limitations
 - J. Intellectual Property Rights
 - i. Including but not limited to applicable disclosures
 - K. Nondiscrimination and Equal Opportunity
 - i. Including, but not limited to, all required postings, disclosures on public communications and grievance policies
 - L. Debarment and Suspension; Drug Free Workplace
 - i. Including, but not limited to, maintenance of a drug free workplace policy
 - M. Other Legal Requirements
 - i. Such as those governing religious activities, lobbying and fundraising, and transparency
- Special conditions under the Grant Agreement related to the following:
 - A. Consultants: contracts must be submitted prior to any expenses being incurred
 - B. Publicity funding
 - C. Public announcements and related disclosure requirements
 - D. Executive Order 12928
 - E. ACORN Prohibition
- Maintenance of accurate and complete procurement files to track compliance with grant requirements.

I certify the contact information below is correct.

Fiscal Point of Contact Name: Eugene Kirschbaum

Title: Director of Financial Reporting

Phone Number: (404) 865-8505

Email: ekirschbaum@atlantaga.gov

5. Any variance from the subawardee's contracted budget may require a Budget Modification to be submitted to YouthBuild USA using the required standardized form.
6. The subawardee will submit their most recent audited financial statements and an A-133 audit report if the subawardee expends more than \$500,000 in federal funds in one year, performed in accordance with the Single Audit Act, as amended. This must be kept current and submitted on a yearly basis per the program's fiscal year. If the subawardee is not required to perform an A-133 audit, the subawardee will notify YouthBuild USA in writing and substitute audited financial statements.

7. YouthBuild USA will verify that subawardees do not appear on the Federal Excluded Parties List System. Should a subaward appear on this list, they will not be eligible to receive OJJDP funding.
8. The subawardee will submit to YouthBuild USA all mentoring events and activities prior to planning and implementation. Events and activities will require OJJDP and YouthBuild USA approval.
9. The subawardee agrees to immediately provide update of personnel changes.
10. The subawardee agrees to submit all reporting requirements subject to this subaward to YouthBuild USA at the close of business each Friday using the Data Report section on the Community of Practice website referenced in section #14. The subawardee also agrees to do a 15-month "wrap up" at the end of the funding cycle. The required components of the 15 month "wrap up" include: complete enrollment activity, primary accomplishments and progress toward objectives, primary challenges/problems encountered, success stories and other unique program outcomes; significant staff or program changes, community service, projects, and other accomplishments, including national and local YouthBuild USA, National Mentoring Alliance activities.
11. The subawardee may be asked to participate in, and host a YouthBuild USA National Mentoring Alliance site visit from a YouthBuild USA National Mentoring Alliance staff person or consultant during the grant cycle.
12. The subawardee will ensure that the Mentoring Coordinator participates in all NMA hosted trainings, webinars, and monthly conference calls.
13. The subawardee will cooperate with YouthBuild USA and any researchers contracted or partnering with YouthBuild USA to assess, evaluate, or otherwise tell the story of the YouthBuild National Mentoring Alliance and mentoring within YouthBuild programs. Such cooperation may entail submission of additional data, participation in surveys or focus groups, or coordination of feedback from mentors, mentees, and other stakeholders. Failure to comply can result in the interruption of reimbursements until requirement is fulfilled.
14. The Mentoring Coordinator will use the NMA Community of Practice (COP) as the "first stop" for grant requirements, i.e. information exchange and management, access to data input requirements, access to forms, and resources/tools. The NMA COP will be located at <http://youthbuildmentoringalliance.org>. The subawardee will be assigned a program mentor coach who will be the first contact for technical assistance.
15. The subawardee must retain and make available all financial reports, supporting documentation, statistical records, evaluation and program performance data, member information and personnel records for three years from the date of the submission of the final Federal Financial Report by YouthBuild USA.
16. The subawardee will respond in a timely manner to requests made by YouthBuild USA related to the grant or grant administration. Requests will only be made that are relevant to the management of the grant. Requests for extensions for submission of this information and any other required materials must be made to YouthBuild USA with reasonable notice relative to the submission deadline. Non-responsiveness can result in subaward termination or subaward amount reductions.
17. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
18. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.

19. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/sam.htm> (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
20. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
21. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at www.ojp.gov/funding/confcost.htm.
22. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
23. As a condition of receiving subaward funds, the subawardee certifies that it has appropriate criminal background screening procedures in place, to the extent permitted by state, local, and federal law, to evaluate any employee, contractor, or volunteer working under this grant who is expected to have direct substantial contact with minor children. Direct substantial contact is defined as contact that is regular, continuous, and personal in nature.
24. No federal funds shall be used to pay for any part of air travel that includes business or first class seating except as authorized for government travel (as described in OMB Circular A-122) and authorized by the grant manager prior to booking such tickets.

**YOUTHBUILD USA YOUTHBUILD USA, NATIONAL MENTORING ALLIANCE
Acceptance of Subaward and Special Conditions and Reporting Requirements**

SUBAWARDEE: Atlanta Workforce Development Agency (AWDA)

CURRENT MENTORING COORDINATOR POINT OF CONTACT:

David Tavares

EMPLOYER IDENTIFICATION NUMBER (EIN): 58-1336367

DATA UNIVERSAL NUMBERING SYSTEM (DUNS): 00-4748349

Internal Revenue Code section under which you are tax exempt:

- 501(c)(3)
- State, local, or government agency
- Institute of Higher Education
- Other

A-133 Audit Information:

- I certify that **Atlanta Workforce Development Agency (AWDA)** is not required to perform an A-133 audit in the last fiscal year as it expended less than \$500,000 in federal awards. If the subawardee is not required to perform an A-133 audit, the subawardee will notify YouthBuild USA in writing and substitute audited financial statements.
- I've included my agency's most recent A-133 audit.

<u>FISCAL SUBAWARD</u>	<u>FISCAL SUBAWARD</u>	<u>FISCAL SUBAWARD</u>
<u>START DATE:</u>	<u>END DATE:</u>	<u>AMOUNT:</u>
1/9/2014	12/31/2014	\$ 20000.00

With the above subaward amount, **Atlanta Workforce Development Agency (AWDA)** is responsible for a minimum of **12** matches. Please remember the programmatic timeframe must provide 15 months of mentoring services to include 3 months of group mentoring and 12 months of one-on-one matches.

Atlanta Workforce Development Agency (AWDA) accepts the offer of this subaward as made in the enclosed agreement, subject to the terms, conditions and an assurance associated with such subaward, and agrees, as a condition precedent to accepting such subaward, to comply with such terms, conditions and assurances.

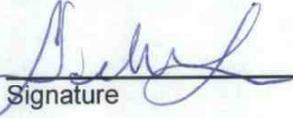
I have read the aforementioned Special Conditions and Reporting Requirements and understand that the subaward will be subject to these terms, conditions and requirements. I certify that **Atlanta Workforce Development Agency (AWDA)** will comply with these special grant conditions and reporting requirements.

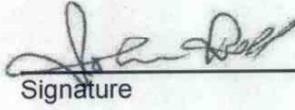
Executive Director:

VP for Leadership and Mentoring, YouthBuild USA:

Deborah Lum
Print Name

John Bell
Print Name


Signature


Signature

1/13/14
Date

1/8/14
Date

Please keep one copy of this contract for your records and email one copy to YouthBuild USA, c/o Melissa Medina at mmedina@youthbuild.org, to arrive at YouthBuild USA by January 23, 2014.

Attachment: mentoring grant agreement (14-O-1148 : YouthBuild Mentoring 20K)