

1. Prohibition against political activities.
The grantee agency will not engage in any political activity, nor will they provide voters and prospective voters with transportation to the polls, nor will they provide similar assistance in connection with any election or any voter registration activity.
2. Coordination with emergency crisis intervention.
The grantee will coordinate activities with the state emergency crisis intervention program.
3. The grantee agency recognizes the right of the Office of Community Services to audit/monitor and/or hire an entity independent of any agency administering activities carried out under this grant to conduct an audit in accordance with generally accepted accounting principles, and state and federal regulations.
4. The grantee agency agrees to use funds as stated in the application and to repay to the state amounts found not to have been expended in accordance with this grant agreement.
5. No person shall on the grounds of race, color, national origin, religion, political affiliation, veteran's status or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any activity funded in whole or in part with funds made available under this grant. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973 shall also apply to any such activity.
6. The sub-grantee agrees to comply with the rules and regulations promulgated by Arkansas Department of Human Services/Division of County Operations/Office of Community Services and specified in the Americans with Disabilities Act of 1990.
7. The agency agrees to submit a quarterly progress and monthly financial reports to the Arkansas Department of Human Services/Division of County Operations/Office of Community Services, in the form and at the time the Office of Community Services requires.
8. The grantee, at its principal office or place of business, agrees to maintain, using accepted procedures, complete and accurate accounts and records reflecting all matters and activities covered by this grant. The grantee agrees to make available to the Office of Community Services, its auditors or designee, all such records. The grantee agrees to make available to Office of Community Services a copy of the current accounting procedures used by the grantee.
9. Fiscal control and fund accounting. The grantee agency assures that adequate fiscal and fund accounting procedures are in place to assure that Community Services Block Grant funds are used for the purposes intended.

10. Cooperation with state and federal investigations. The grantee will cooperate with any such investigations as shall be instituted by the state or federal government relative to Community Services Block Grant. In addition to other safeguards, the agency will, on an annual basis, conduct a single agency audit in accordance with Uniform Guidance covering all funds received by the agency. A copy of the report will be provided to the Department of Human Services Office of Quality Assurance.
11. Use of funds for purchase of or improvement of land or facility. The agency will not use any of the Community Services Block Grant funds either for the purchase of or improvement of any land or facility unless a waiver shall have been granted by the HHS Secretary at the request of the Arkansas Department of Human Services Office of Community.
12. Assurance on grantee agency board composition. The agency board will be constituted so as to assure that (A) one-third of the board are elected officials, currently holding office, or their representatives, except that if the number of elected officials is less than one-third of the membership of the board, membership on the board or appointive public officials may be counted in meeting such one-third requirement; (B) at least one-third of the members are persons chosen in accordance with democratic selection procedures adequate to assure that they are representatives of the poor in the area served, some of whom are low-income persons themselves; and (C) the remainder of the members are officials or members of business, industry, labor, religious, welfare, education, or other major groups and interest in the community.
13. Availability of plan and report to the public. The agency assures that the annual Community Services Block Grant plan and report will be made available for public review and comment, that before the plan is made final, hearings advertised in newspapers will be held, and the final plan budgets and Community Action Plan will be approved by the board.
14. The grantee agency will comply with Public Law 103-277, Part C, Environmental Tobacco Smoke, requiring that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18 if the services are funded by federal programs either directly or through States or local governments by Federal grant, contract, loan or loan guarantee.
15. The grantee agency agrees to complete the Contract and Grant Disclosure and Certification form on all individuals or entities who are current or former members of the General Assembly, Constitutional Officer, State Board or Commission or State Employee. Failure to make any disclosure required by Governor's Executive Order 98-04, or any violations of any rule, regulation or policy adopted pursuant to that order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make their required disclosure or who violates any rule, regulation or policy shall be subject to all legal remedies available to the agency.

16. The grantee agrees to establish procedures for child support service and referral of eligible parents to child support offices of state and local governments.

Executive Director

Date

Board Chair

Date