

## PROJECT: MRC STTRONG 10/1 – 5/31

Start Date: 10/01/2023

End Date: 05/31/2024

### **Project Synopsis**

As a Grantee of funding, provided through the Administration for Strategic Preparedness and Response (ASPR), each Grantee will be utilized to ensure that the Michigan Medical Reserve Corp are ready for future response activities by providing training, education and exercise opportunities, direct funding MRCs to improve their preparedness and strengthen the volunteer base for the Medical Reserve Corps across Michigan. These activities will result in a stronger, more agile MRC, with increased capability to respond to future public health disasters.

### **Reporting Requirements**

Local Health Departments will need to file quarterly FSRs in EGrAMS, following the same reporting pattern as contracts that are already established with BEPESoC.

### **Additional Requirements (if applicable)**

#### **Code of Federal Regulations**

The Federal Office of Management and Budget (OMB) issued guidance for the administration of federal awards (2 CFR Part 200) in a document commonly called the Code of Federal Regulations or “Uniform Guidance”. The guidance combines multiple circulars with a goal to streamline administrative requirements, cost principles and audit requirements. This has been codified by the U.S. Department of Health and Human Services in 45 CFR Part 75, and can be found here: eCFR :: 2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

#### **Financial Accountability**

Sub-recipients must maintain records which adequately identify the source and application of funds provided for financially assisted activities. These records must contain information pertaining to grant or subgrant awards and authorizations, obligation, unobligated balances, assets, liabilities, outlays or expenditures and income. The awardee, and all its sub-recipients, should expect that Administration for Strategic Preparedness and Response (ASPR), or its designee, may conduct a financial compliant audit and on-site program review of grants with significant amounts of Federal funding.

## **Allowable Costs**

Administration costs that can be specifically allocated to this project must be justified and reasonable. Since this program exists primarily to support healthcare organizations directly in preparing for public health and medical emergencies, costs associated with program administration are not considered direct support of healthcare entities, but administrative. Cost items under program administration include:

- Personnel (including contractual staff)
- Contracts to provide support to MRC-STTRONG program
- Travel expenses (the fiduciary should have a written policy on limits/allowable expenses)
- Meeting expenses
- Administrative/programmatic equipment and supplies
- Fringe benefits
- Phone, postage, and electronic mail
- Audit and accounting costs
- Rent

For further clarification, operating costs for personal service contracts related to administration and personnel for coalition planning is considered administrative support, not as direct support of health care entities or coalition planning costs. Any contracts for services provided to support the activities of the coalition generally are placed in the administrative costs of each coalition budget. Requests to cover personal service contracts with MRC-STTRONG funds must be reviewed annually by Division of Emergency Preparedness and Response on a case-by-case basis.

## **Uniforms**

Purchase of uniforms must meet the guidelines established for use as Personal Protective Equipment or Volunteer Security/Safety. Uniform components must be returned to the respective unit/program office at the end of the event/project/volunteer tenure. All purchases of uniforms must be pre-approved by DEPR.

## **Equipment Procurement**

When procuring equipment, the recipient must comply with the procurement standards at 45 CFR 75.329, Procurement Procedures, which required the performance and documentation of some form of cost or price analysis with every procurement action.

## **Funding Restrictions**

Restrictions must be taken into account while writing the budget.

## Restrictions are as follows:

- Awardees may not use funds for research.
- Reimbursement of pre-award costs generally is not allowed, unless ASPR provides written approval to the awardee.
- 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
- 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.
- Awardees may supplement but not supplant existing state or federal funds for activities described in the budget.
- None of the funds made available through this award may be used, in whole or in part, to advocate or promote gun control.
- None of the funds made available through this award may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.
- No federal funds associated with this cooperative agreement shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug. Provided that such limitations does not apply to the use of funds for elements of the program other than making such purchases if the relevant State or local health department, in consultation with the Center for Disease Control and Prevention (CDC), determines that the State for local jurisdiction, as applicable, is experiencing or is at risk for, a significant increase in hepatitis, infections or an HIV outbreak due to infection drug use, and such program is operating in accordance with State and local law.
- Trafficking in persons, such as engaging in severe forms of trafficking in persons during the period of time that the award is in effect, procure a commercial sex act during the period of the time that the award is in effect or use forced labor in the performance of the award or subaward may result in the unilateral termination of this award.

## **Requiring Prior Approval**

- Awardees may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Awardees may purchase basic (non-motorized) trailers with prior approval from ASPR Office of Grant Services.
- HPP awardees can (with prior approval) use funds to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to be used to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.
- HPP awardees can use funds to purchase caches of antibiotics for use by first responders and their families to ensure the health and safety of the public health workforce.

## **Publications**

All grantee publications, including research publications, press releases, other publication or documents about research that is funded by ASPR must include the following two statements:

- Research reporting in the [publication/press release] was supported by [name of the program office(s), or other ASPR offices] the Department of Health and Human Services Administration for Strategic Preparedness and Response under award number U3REP230698.
- The content is solely the responsibility of the authors and does not necessarily represent the official view of the Department of Health and Human Services Administration for Strategic Preparedness and Response.