

**CDBG PROFESSIONAL SERVICES AGREEMENT
WITH COMMUNITY HEALTH CENTERS, INC.,
TO PROVIDE PRIMARY AND PREVENTATIVE HEALTH CARE SERVICES
FY 2024-25**

This Agreement is made and entered into this 19th day of November, 2024, by, between and among The City of Oklahoma City, a municipal corporation, hereinafter called CITY, having a principal place of business at 200 North Walker, Oklahoma City, Oklahoma 73102, and Community Health Centers, Inc., hereinafter called CHCI, having its principal place of business at 12716 N.E. 36th Street, Oklahoma City, Oklahoma 73084.

WHEREAS, the Housing and Community Development Act of 1974 became effective on August 22, 1974, as amended, the "Act"; and

WHEREAS, Title I of the Act contemplates the use of Community Development Block Grant funds (CDBG) for the establishment and maintenance of viable urban communities as social, economic, and political entities; and

WHEREAS, the specific objective of the Act to achieve viable urban communities includes conservation and expansion of the nation's housing stock by providing decent housing, a suitable living environment, and expanding economic opportunities - principally for persons of low- to moderate- income as defined by the U. S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Act is intended to emphasize and strengthen the ability of local elected officials to determine the community's development needs, set priorities, and allocate resources to various activities; and

WHEREAS, the City Council of The City of Oklahoma City, as the applicant for and recipient of such CDBG funds, deems it desirable to fully assume the responsibilities contemplated and implied under the Act; and

WHEREAS, the City Council of The City of Oklahoma City deems it desirable to enter into an agreement with CHCI for the day-to-day conduct of a Community Development Program, under eligible provisions of the Act, while reserving to the CITY complete authority and responsibility for approving such a Community Development Program, its funding and budget, and the terms and conditions under which the Program shall be conducted.

NOW, THEREFORE, CHCI agrees to all the foregoing and further agrees as follows:

1. Scope of Work / National Objectives

As part of CITY's Community Development Program, CHCI shall undertake and provide all services and products described in Schedule "A", "Scope of Work", attached hereto and incorporated as a part by reference. Schedule "A" contains other contract provisions, if any.

2. Term of Agreement

The term of this Agreement shall be effective from July 1, 2024, and extend to June 30, 2025. All scheduled work provided for in this Agreement shall be completed by, or under contract for completion, by June 30, 2025.

3. **Funding**

In exchange for the services and products to be provided under this Agreement, CITY shall allocate to CHCI FY 2024-25 CDBG funds and/or prior year funds specifically identified for such activity as such funds become available from HUD, and from no other source; provided however, that such compensation to CHCI shall not exceed \$65,000.

It is agreed and understood by the CITY and CHCI that this Agreement shall not provide for compensation beyond June 30, 2025.

4. **Day-to-Day Operation and Administration**

Day-to-day operation and administration of the Community Development Program, which is the subject of this Agreement, including accounting responsibilities, shall be performed by and be the responsibility of CHCI.

5. **Subcontracts**

CHCI may enter into subcontracts for necessary assistance in completing work that is the subject of this Agreement. Such subcontracts shall be in accordance with applicable laws and regulations; further, CHCI shall be responsible for the work performed by such subcontractors and for all expenditures made under such subcontracts.

a. CHCI and its contractors and subcontractors, prior to entering a contract for the use of CDBG funds shall:

- (i) Obtain a valid Unique Entity Identifier (UEI); and
- (ii) Register or update registration in the System of Award Management (SAM) Federal database of debarred contractors; and
- (iii) Maintain an active and approved SAM registration with current information at all times during which it has an active contract or award involving CDBG funds.

b. For all subcontracts more than \$25,000, CHCI shall compare each contractor or subcontractor business name and UEI number against the SAM database. CHCI shall print and retain the results of the SAM search in the contract file for auditing purposes. CHCI shall not award contracts to any entity that is not listed as "active" on the SAM database.

6. **Compliance with other laws**

CHCI shall comply with all federal, state, and municipal laws, rules, and regulations applicable to the Community Development Program that is the subject of this Agreement, with particular attention to the following:

a. Title VI of the Civil Rights Act.

No person may be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, or national origin. The SUBRECIPIENT shall exercise no action that is contrary to Public Law 88-352 (Title VI) or the Fair Housing Act (42 USC §3601) with the activities conducted with the Federal financial assistance provided under this Agreement. CHCI shall maintain complete records of all applicants, and of the disposition of such applications to assure compliance with this Section.

- b. Section 3 Compliance.
As this contract is for services that do not include construction or rehabilitation activities, and the contract is under the regulatory expenditure threshold, Section 3 is not applicable.
- c. Program Income.
The receipt and disposition by CHCI of program income as defined in 24 CFR § 570.500 (a) shall be under provisions of 24 CFR § 570.504(c) which provides this Agreement shall specify whether program income will be returned to the CITY or retained by the CHCI. No Program Income is envisioned or allowed under this contract. In the event any program income is generated, it shall be submitted to the CITY immediately upon receipt.
- d. Environmental Responsibilities.
CHCI shall carry out each activity in compliance with all Federal laws and regulations described in Subpart K of 24 CFR Part 570, except that:
 - i) CHCI does not assume the CITY'S environmental responsibilities with respect to 24 CFR § 570.604; and
 - ii) CHCI does not assume the CITY'S responsibility for initiating the environmental review process under 24 CFR Part 58.

Funding under this Agreement is conditioned upon the City's determination to proceed with, modify, or cancel any project based on the results of a subsequent Environmental Review.

7. Reports and Audits

- a. CHCI shall furnish to CITY all reports required by HUD and such additional reports as may be necessary to comply with all applicable laws, regulations, and guidelines throughout the term of this Agreement, and the retention period specified in Section 19 of this Agreement. Further, CHCI shall provide any other reports deemed reasonably necessary by CITY. CITY, HUD, or the Comptroller General of the United States, or any of their duly authorized representatives, shall have the right and option to monitor, inspect, audit and review CHCI'S performance and operation of the Community Development activities to be performed under this Agreement; and in connection therewith, all of the above-mentioned entities may inspect all records, books, documents, or papers of CHCI and the subcontractors of CHCI, to make audit examination, excerpts and transcriptions.
- b. If CHCI is required to conduct an independent audit under 2 CFR § 200, Subpart F, CHCI shall submit a copy of any such audit to the CITY within 30 days after the receipt of the audit report

8. Personnel Policies and Internal Procedures

Personnel policies, pay scales and operating procedures of CHCI shall be the responsibility of and shall be determined by CHCI; Copies of such personnel policies, pay scales, and internal operating procedures, including any amendments thereto, shall be furnished to the CITY upon request. CHCI shall have internal procedures for financial management that are consistent with requirements in 2 CFR 200.

9. **Compliance with CITY Policy Statements**
CITY policy statements applicable to the CITY's community development program are attached hereto and labeled as Schedule "C" and are made a part of this agreement by reference. CHCI and all subcontractors shall comply with such CITY policy statements.
11. **Conflict of Interest**
No member, officer, or employee of The City, or its designees or agents; no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercise or have exercised any functions or responsibilities regarding the program, or who can participate in a decision-making process or gain inside information regarding activities, may obtain a financial interest or benefit from the assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to such assisted activity, or with respect to proceeds of the assisted activity, either for themselves or those with whom they have business or immediate family ties, during his or her tenure or for one year thereafter, except as outlined in Schedule "D", if applicable, which is incorporated as a part of this Agreement by reference. For the purposes of this paragraph, 'person' includes anyone who is an employee, agent, consultant, officer, or elected or appointed official of the CITY or CHCI.
12. **Non-Discrimination Certificate**
With the performance of this Agreement, CHCI agrees not to discriminate against any employee, applicant for employment, or deny any services because of race, color, religion, sex, sexual orientation, gender identity, or national origin. CHCI further agrees to take affirmative action to ensure that applicants and employees are treated without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such actions shall include, but not be limited to employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.
- a. CHCI shall post the Non-Discrimination Statement attached and labeled as Schedule "B" in a conspicuous place, available to employees and applicants for employment setting forth provisions of this section. CHCI further agrees to comply with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented in Department of Labor Regulations (41 CFR Part 60).
 - b. Include this non-discrimination clause in any subcontracts connected with the performance of City/Trust agreement(s)/contract(s); and
 - c. In the event of the CHCI's non-compliance with the above non-discrimination clause, City agreement(s)/contract(s) may be terminated by the City. CHCI may be declared by the City/Trust ineligible for further agreement (s)/contract(s) with the City/Trust until satisfactory proof of intent to comply is made by CHCI. Section 25-41, Article III, Chapter 25 of the Oklahoma City Municipal Code, 2020.
13. **Hold Harmless Clause**
CHCI shall defend, indemnify, and save harmless the CITY from all claims and causes of action against the CITY for damages or injury to any person or property arising solely out of, or in connection with the negligent performance or negligent acts of CHCI, its subcontractors, agents, or employees under the terms of this Agreement. Besides the foregoing, CHCI agrees to hold harmless the CITY from any liability arising from the claims of CHCI's subcontractors or any others, which CHCI might employ or obtain services or materials from for the performance of this Agreement.
14. **Independent Contractor Status**

CHCI agrees to conduct itself in a manner consistent with such status and agrees that it will neither hold itself out as nor claim to be an officer, employee or agent of the CITY by this Agreement, and that it will not by reason of this Agreement make any claim, demand, or application for any right or privilege applicable to an officer, employee or agent of the CITY, including, but not limited to, Workers' Compensation coverage, unemployment insurance benefits, social security coverage, retirement membership or credit.

15. **Termination**

This Agreement incorporates the provisions of 2 CFR Part 200, Subpart D. This Agreement may be suspended or terminated prior to the expiration of the term by unanimous written Agreement by the parties to this Agreement. The CITY may also unilaterally terminate or suspend this Agreement, in whole or in part, upon ten (10) days written notice from the CITY to the CHCI for the following reasons:

- a) Failure to perform the services set forth in the Scope of Services as described in Exhibit A hereto and requirements incident thereto.
- b) Making unauthorized or improper use of funds provided under this Agreement.
- c) Submission of an application, report or other document pertaining to this Agreement which contains misrepresentation of any material aspect.
- d) The carrying out of the Scope of Services or the objectives of this Agreement are rendered unfeasible, impossible, or illegal.
- e) Failure of HUD to make funds available or if HUD suspends funds for any reason.
- f) Upon the determination of the CITY that the Agreement be suspended or terminated, without cause.
- g) For the convenience of the CITY in accordance with 24 CFR § 85.44.

Termination or suspension shall not affect otherwise valid and allowable obligations incurred in good faith prior to receipt of a notice of termination or suspension.

16. **Lobbying**

CHCI is forbidden from lobbying with funds provided in this agreement and shall execute the lobbying certification ("Schedule E") as part of this document.

17. **Budgets**

It is expressly understood by CHCI that budgets shall not be exceeded in any case. CHCI shall submit any budget revision request in writing to the city's housing and community development division manager. All responses to budget revision requests will be provided by the city in writing. CHCI shall not make change orders that would require an increase in the proceeds provided in this agreement.

18. **Debarment Certification**

CHCI certifies, by execution of this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. CHCI shall require all sub-contract agreements funded under this Agreement to include this certification by the sub-contractor.

19. **Administrative Requirements**

CHCI shall comply with applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements of 2 CFR Part 200. The SUBRECIPIENT shall fully read 2 CFR Part 200, which requirements and principles apply to non-federal entities that receive Federal

awards. The SUBRECIPIENT shall then sign the Grant Policy and Procedure Review Certification form attached to this Agreement as Schedule "F." In addition:

- a) CHCI shall comply with the provisions of 2 CFR § 200.420 through 200.475 which detail acceptable cost principles and "Considerations for selected items of cost."
- b) The minimum records retention period referenced in 2 CFR § 200.334 pertaining to individual CDBG activities shall be three (3) years. The retention period will start from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a CHCI.
- c) If any litigation, claim, or audit is started before the expiration of the 3-year period, the SUBRECIPIENT shall retain records until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- d) Funds shall only be used for activities in the approved Scope of Work and shall not be used to purchase Real property or equipment.
- e) Concerning termination of this Agreement, CHCI shall comply with the provisions of 2 CFR § 200.339, as well as Section 15 of this Agreement.

20. **Reversion of Assets**

Upon the expiration of this Agreement, the CHCI shall transfer to the CITY any CDBG funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds, within 30 days from the date of termination.

21. **Documentation Necessary for Required Assurances**

CHCI shall appoint compliance officers, for the purposes of ensuring that compliance provisions are met, to develop and maintain documentation necessary to assure compliance with the provisions of the Housing and Community Development Act of 1974, and such other Acts and amendments thereto, and shall provide such documentation and certification as may be needed to enable the Mayor and the Chief Executive Officer of the CITY to execute assurance of compliance. In addition, CHCI shall furnish such information and maintain such records as may be needed to enable both CHCI and the CITY to meet the requirements of the National Environmental Policy Act and the Clean Air Act.

22. **Religious Considerations**

CDBG funds may not be used to acquire, construct, or rehabilitate properties used primarily for religious purposes, or to promote religious interest. Funded groups cannot promote or require religious beliefs, teachings, and/or interest when serving the public with CDBG funds.

The parties hereto agree to bind themselves, their heirs, executors, administrators, trustees, successors, and assigns, all jointly and severally under the terms of this Agreement.

Should it become necessary to determine the meaning or otherwise interpret any word, phrase, or provision of this Agreement, or should the terms in any way be the subject of litigation in any court of laws or equity, it is agreed that the laws of the State of Oklahoma shall exclusively control the same.

CHCI states it possesses experience, know-how, and ability in conducting and performing the program that is the subject of this Agreement and agrees to use such experience, know-how, and ability in its prosecution and completion of this Agreement for the benefit of CITY. CHCI agrees to put forth its best efforts on behalf of the CITY and promises to adhere to good business and professional practices in its prosecution and completion of this Agreement.

IN WITNESS WHEREOF, the parties hereto set their hands this 7th day of October, 2024.

ATTEST:

Rebecca King
Secretary

COMMUNITY HEALTH CENTERS INC:

Isabella Lawson
Isabella Lawson, CEO

ATTEST:

Amy K. Simpson
City Clerk



CITY OF OKLAHOMA CITY

Dail Holt
Mayor

REVIEWED as to form and legality.

Patricia F. Douglas-Gallo
Assistant Municipal Counselor

SCHEDULE "A"

SCOPE OF WORK

CHCI provides primary and preventative healthcare services to persons experiencing homelessness. Any other use of the CDBG funds provided under this Agreement is prohibited.

CHCI is performing Public Service Activities under this Agreement, which are eligible for use of CDBG funds under the Regulations at 24 CFR § 570.201(e). CHCI shall meet the national objective by serving limited clientele who are homeless, and thus presumed to be principally low and moderate- income persons under 24 CFR § 570.208(a).

GOAL: **Serve 500 homeless clients**

OBJECTIVE I: To provide primary and preventive health care services to homeless families, single women, and men at the *Salvation Army* to improve health status and wellbeing.

Advanced Practice Registered Nurse
4 Hours per week X 52 weeks = 208 hours/year

Licensed Practical Nurse
4 Hours per week X 52 weeks = 208 hours/year

Case Manager
4 Hours per week X 52 weeks = 208 hours/year

350 Miles per year
Supplies @ \$53 per year = \$53

OBJECTIVE II: To provide primary and preventive health care services to homeless women, children, and men at *City Rescue Mission Shelter* to improve access to health care.

Advanced Practice Registered Nurse
4 Hours per week X 52 weeks = 208 hours/year

Licensed Practical Nurse
4 Hours per week X 52 weeks = 208 hours/year

Case Manager
4 Hours per week X 52 weeks = 208 hours/year

350 Miles per year
Supplies @ \$53 per year = \$53

OBJECTIVE III: To provide primary and preventive health care services to homeless women, children, and men at *West Town Homeless Alliance* to improve access to health care.

Advanced Practice Registered Nurse
4 Hours per week X 52 weeks = 208 hours/year

Licensed Practical Nurse
4 Hours per week X 52 weeks = 208 hours/year

Case Manager
4 Hours per week X 52 weeks = 208 hours/year

350 Miles per year
Supplies @ \$53 per year = \$53

OBJECTIVE IV: To provide primary and preventive health care services to homeless children, and women at *Jordan's Crossing*.

Advanced Practice Registered Nurse
4 Hours per week X 52 weeks = 208 hours/year

Licensed Practical Nurse
4 Hours per week X 52 weeks = 208 hours/year

Case Manager
4 Hours per week X 52 weeks = 208 hours/year

350 Miles per year
Supplies @ \$53 per year = \$53

CHCI

By: Joabelle Lawson
Executive Officer

SCHEDULE "A-1"

MISCELLANEOUS PROVISIONS

1. CHCI shall notify THE CITY Planning Department, in writing, no later than October 31, 2024, of the agency's status under the 2 CFR Part 200, Subpart F audit requirements.
2. CHCI shall submit invoices to THE CITY on agency letterhead, along with sufficient supporting documentation for the work performed. CHCI shall provide THE CITY with monthly reports summarizing contract activities, and the number of persons served with CDBG funds on each invoice.
3. An annual report detailing contract activities and results shall be submitted within 30 days of the contract end date. The report shall include:
 - a) Total number of non-duplicated persons served
 - b) Number of persons in each Race category form among the following options:
 - i) Black/African American
 - ii) White
 - iii) Asian
 - iv) American Indian/Alaskan Native (AI/AN)
 - v) Native Hawaiian/Pacific Islander
 - vi) Black & White
 - vii) Asian & White
 - viii) Black & AI/AN
 - ix) Other multi-racial
 - c) Ethnicity of the person (Hispanic or not)

SCHEDULE "B"
NON-DISCRIMINATION STATEMENT

As a Subrecipient of the CITY, and a recipient of federal funding, CHCI must execute and post this statement in a conspicuous place available to employees and applicants for employment.

CHCI agrees, in connection with performing work under the agreement(s)/contract(s) with the CITY or its public trusts:

- a. That CHCI will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, ancestry, age, or disability as defined by the Americans with Disabilities Act of 1990, 42 USC. § 12101 et seq., as well as Chapter 25 of the Oklahoma City Municipal Code, as may be amended from time to time, and specifically §25-41 of Chapter 25 of the Code, which requires nondiscrimination as a condition precedent for City contracts. CHCI will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sexual orientation, gender identity or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- b. CHCI will, in all solicitations or advertisements for employees placed by or on behalf of the CHCI, state that all qualified applicants will receive consideration for employment without regard to their race, color, religion, sexual orientation, gender identity or national origin.
- c. CHCI agrees to include this non-discrimination clause in any subcontracts connected with performing City trust agreement(s)/contract(s).
- d. In the event of CHCI's non-compliance with the above non-discrimination clause, this Agreement may be canceled or terminated by the City. The contractor may be declared by the City and or its Trusts ineligible for further agreement (s)/contract(s) with the City/Trust until satisfactory proof of intent to comply is made by the contractor.

Oklahoma City Municipal Code Chapter 25, Section 25-41.

Federal Executive Order 11246

CHCI

By: Joabille Lawson

SCHEDULE "C"

CITY POLICY STATEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT

A. Procurement Standards:

1. All procurement transactions made with these funds, regardless of whether negotiated or advertised, and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition consistent with the Cost principles and audit requirements in 2 CFR Part 200 and such other standards as incorporated in this Agreement by the CITY.
2. Positive efforts shall be made by CHCI to utilize small business and minority-owned business sources of supplies and services.
3. An inventory of all articles purchased over \$500, that is considered federal equipment or property, shall be recorded in CHCI'S inventory records. A copy of the inventory shall be kept up to date and submitted to the Planning Department - Community Development Division staff upon reasonable request.
4. All loss, damage, or theft of equipment or supplies purchased with CDBG monies shall be investigated and fully documented by a report to the Oklahoma City Police Department. A copy of the Police Report shall be forwarded within ten (10) days to the Oklahoma City Planning Department, Housing and Community Development Division, and items lost due to theft shall be removed from CHCI's inventory.
5. CHCI shall comply with requirements established by the System for Award Management (SAM) database, and the Federal Funding Accountability and Transparency Act, including 2 CFR Part 25, Appendix A to Part 25

B. Federal Audits, Records:

1. CASA shall employ those management techniques necessary to ensure adequate and proper fiscal accountability of all Community Development Block Grant (CDBG) funds received and disbursed. These techniques may include, but may not be limited to, separate ledgers for CDBG funds and/or a separate bank account with ledger documentation.
2. A record of all CDBG expenditures, including payroll, purchase vouchers, claims, etc. shall be kept on file by the CASA and reserved for a three-year period for federal audit.
3. Expenditures by CASA prior to the term of this Agreement shall not be eligible expenditures under CDBG funding.
4. CHCI shall submit to the CITY a copy of any audit reports pertaining to the use of CDBG funds.
5. CHCI must comply with the independent audit provisions of 2 CFR Part 200, Subpart F, if applicable.

C. CDBG Funding Drawdown Procedure:

The SUBRECEIPIENT shall submit invoices to the CITY on agency letterhead, along with sufficient supporting documentation to evidence the work performed. If staff are paid with

Agreement funds, supporting information shall include copies of accurate and signed payroll sheets documenting the time worked on the program to be paid with CDBG.

Invoices for work performed during a month shall be submitted to the CITY within 30 days after the end of that month.

The CITY shall review the draw request for reasonableness and accuracy. If the invoice cannot be approved, the CITY shall provide a reason for denial in writing to the SUBRECIPIENT.

- D. The Housing and Community Development Division of the Planning Department shall be furnished copies of all licenses and certifications of Public Liability Insurance for all CDBG Programs upon request.
- E. CHCI shall complete an annual Grant Policy and Procedure Review Certification Form (Schedule "F").

The requirements of Schedule "C" of this Agreement are herewith acknowledged and understood.

CHCI

By: Joabelle Lawson
Executive Officer

SCHEDULE "D"
CONFLICTS OF INTEREST

SUBRECIPIENT shall identify/describe any known potential conflict of interest in the space below or check the box below to certify that there are none:

☒ None Identified

CHCI

By: Joabelle Gausen
Executive Officer

SCHEDULE "E"

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal Loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents at all tiers (including subcontract, subgrants, and contracts under grants, loans, and cooperative agreements) and that subrecipients shall certify and disclose accordingly.

CHCI

By: _____

Joabelle Gausson
Executive Officer

SCHEDULE "F"

GRANT POLICY AND PROCEDURE REVIEW CERTIFICATION FORM

CHCI Annual Grant Policy and Procedure Review Certification

Please initial next to each item as performed, sign and date the certification.

Initials

IL

I acknowledge that Circulars A-87, A-102, and A-133 have been superseded by 2 CFR Part 200 (aka Super or Omni Circular).

IL

I have read 2 CFR Part 200 in its entirety at least once. Link to 2 CFR Part 200: <https://www.ecfr.gov/current/title-2/part-200>

IL

I have reviewed the 2024 2 CFR Part 200, Appendix XI – Matrix of Compliance Requirements

IL

I am familiar with all requirements of the City of Oklahoma City Grant Policies and Procedures Manual.

IL

I have complied with all the provisions of grants within my purview on a timely basis except when documented as such.

I certify the initialed statements above are correct to my knowledge

Isabella Lawson
Printed Name

CHCI
Organization

Isabella Lawson
Signature

October 7, 2024
Date

List of Active Grants (attach additional sheets if necessary) Grant

Project Number

Grant Title

B-24-MC-40-0003

Community Development Block Grant

Conformance with 2 CFR Part 200.332

The following information is included in this Agreement to conform to the requirements of 2 CFR § 200.332:

CHCI UEI: P2PLT4K8DNE3

Federal Award Identification Number (FAIN): B-24-MC-40-0003

Federal Award Date: July 1, 2024

Subaward period of performance and budget period: See Section 2 above.

Amount of Federal Funds Obligated by this Agreement: \$65,000

Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA): This award is a grant for the Community Health Centers, Inc., to provide health care services to persons experiencing homelessness.

Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the pass-through entity: The Federal awarding agency is the HUD as defined in the above recitations. The CITY as defined above is the recipient agency providing the subaward to CHCI. The contact information for the Mayor is:

Mayor of Oklahoma City
C/O City Clerk
200 N Walker Ave., Second Floor
Oklahoma City, OK 73102

Assistance Listing Number (aka CFDA): 14.218; Title: Community Development Block Grant.