

# Michigan Access and Visitation Grant Program

Application Guidelines for Friends of the Court  
Fiscal Year 2026

Michigan Supreme Court  
State Court Administrative Office  
Office of Dispute Resolution  
Michigan Hall of Justice  
PO Box 30048  
Lansing, MI 48909

## **I. Michigan Access and Visitation Grant Program**

Each year, funding is awarded to states and territories to operate the Access and Visitation (AV) program, which helps children gain access to their noncustodial parent. In Michigan, these services include court-ordered supervised parenting time and neutral drop-off and exchange of children.

The Office of Child Support Services (OCSS), an office of the Administration for Children & Families (ACF), reported the benefits of participating in the program in their most recent annual report:

“Research shows that financial and emotional supports are interrelated. Census Bureau data consistently show that parents with custody or parenting time arrangements are more likely to receive child support. Historical studies among AV program participants in several states have shown that child support payments increase when parenting time is addressed.”

[FY22 AV Grant Program Update \(acf.hhs.gov\)](https://www.acf.hhs.gov/ocss/resource/fy22-av-grant-program-update)

## **II. Grant Announcement**

The State Court Administrative Office (SCAO) proposes to award Access and Visitation Service Contracts to Friend of the Court (FOC) offices based on a tier system. This system will group courts by the total number of new domestic relations filings involving custody, divorce, paternity, and other support issues reported and verified to the SCAO for 2024.

FOCs interested in applying for Access and Visitation Grant Program funding for fiscal year (FY) 2026 must complete and return the Access and Visitation Service Contract Application by:

**5:00 p.m. EDT, August 15, 2025.**

Approximately mid FY 2026, the SCAO will ask Access and Visitation Grant funded FOC programs to assess its expenditures and project anticipated unspent funds. After consulting with the FOCs, a contract may be downwardly adjusted so that the SCAO can redistribute the funds to other FOC programs.

**The effective date for this contract is October 1, 2025 – September 30, 2026.**

### **III. Background**

The Grants to States for Access and Visitation Programs were created under 42 USC 669b and in cooperation with the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996, P.L. 104-193. The goal of PRWORA, while assisting families experiencing temporary financial problems, is to reduce dependency and the length of time people are on welfare.

Under 42 USC 669b, Grants to States for Access and Visitation Programs, states may establish and administer programs to support and facilitate noncustodial parents' access and visitation with their children. The Assistance Listing Number is 93.597. The unique Federal Award Identification Number (FAIN) is 2502MISAVP.

The SCAO receives and administers the Grant to States for Access and Visitation for activities to achieve the goals set forth by the United States Department of Health and Human Services, Administration for Children and Families.

### **IV. Eligible Services**

Service Contracts for FY 2026 are available for FOC programs that provide the following services:

- Parent exchanges (neutral drop-off and pick-up)
- Supervised parenting time (including monitored and therapeutic)

### **V. Eligible Service Definitions**

#### **A. Parent Exchanges (neutral drop-off/pick-up)**

Under this service, a neutral location is provided for the safe transfer of children between the noncustodial parent and the custodial parent (or guardian). A neutral third party (someone other than the parents or parties involved) is present during the transfer of the children. If threatening or violent behavior is observed, the agency's Safeguard Plan must be followed.

Services provided to grandparents under MCL 722.27b are **not** eligible for reimbursement under this contract.

## B. Supervised Parenting Time

This service is for noncustodial parents – court-ordered or voluntary – who would otherwise be denied access to their children. Visitation services might be offered through visitation centers, video conferencing, or other public settings, such as park facilities or offices. Whatever the location, trained staff must supervise the visits in a safe setting appropriate to the issues experienced by the family. The direct service provider is present before, during, and after the supervised parenting time to ensure the safety of the children and the safe exchange of the children to the custodial parent or guardian. If threatening or violent behavior is observed, the agency's Safeguard Plan must be followed.

Services to grandparents under MCL 722.27b and services to parents involved in the child welfare system (Title IV-B and Title IV-E) are **not** eligible for reimbursement under this contract.

**Note:** If your program is offering “therapeutic visitation” to parents, the Access and Visitation Grant Program **cannot pay** for the cost of the therapist to address such issues as anger management, appropriate discipline techniques, general family therapy, or other such issues. Only parenting time issues can be addressed.

## VI. Program Eligibility

The SCAO will administer Access and Visitation Service Contracts to FOC programs that support and facilitate noncustodial parenting time. FOCs eligible to receive Access and Visitation funding for FY 2026 must:

- Demonstrate efficiency and effectiveness. The Access and Visitation Grant Program services are conducted efficiently and effectively per 45 CFR 303.109(a).
- Not supplant state revenue for similar activities under 42 USC 669b(d).
- Not include start-up costs.
- Periodically review market prices for comparable services to determine that rates charged by service providers are fair and reasonable.
- For all Access and Visitation Grant Program funded service providers, review and maintain on file Safeguard Plans that describe procedures used to assure that Access and Visitation Grant Program funded services are conducted in a safe and neutral environment. See Attachment C for additional information.

If your court or service provider needs assistance creating or updating an Access and Visitation Safeguard Plan, please contact Michigan Supreme Court's Security and Emergency Management Director Frank Mraz by email at [mrazf@courts.mi.gov](mailto:mrazf@courts.mi.gov).

- Agree to comply with the terms and conditions detailed in the United States Department of Health and Human Services, Administration for Children and Families, Office of Child Support Enforcement, State Access and Visitation Program Grant Terms and Conditions. See Attachment D.
- Timely file required statistical and financial reports.

## **VII. Joint Applications**

FOC offices jointly applying for Access and Visitation funding for FY 2026 are required to submit one application collectively for all joint applicants. Only information from the principal FOC office is required on the application.

For joint applicants, the principal FOC will be responsible for:

- Subcontracting with the service provider(s).
- Submitting required quarterly or annual data. All quarterly activities and expense documentation should be submitted on one report and invoice for each project quarter.
- Informing the joint applicants about the contract terms and provisions regarding the program and the direct service provider.
- Reporting requirements identified in this application or as notified by the SCAO during the contract period.

## **VIII. Subcontracting with Non-FOC Agencies**

FOCs may refer noncustodial and custodial parents to the Access and Visitation Grant Program funded services provided by nonprofit or for-profit agencies. FOCs must negotiate Access and Visitation Grant Program service reimbursement fees that are comparable to market prices for comparable services and are fair and reasonable in comparison to other service providers in the region. Subcontracted agencies must provide the FOC with documentation supporting the services provided and costs billed for inclusion in the FOC's program invoice to the SCAO.

In accordance with Public Law [103-333](#), the Department of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act of 1995, the following provision is applicable to this grant award:

Section 508: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

## IX. Reporting Requirements

Under 45 CFR 303.109(c)(1), states receiving Access and Visitation Grant funding are required to report on participant services and demographic information.

Program Worksheets and Access and Visitation Service Contract Invoices (including supporting documentation) must be submitted to the SCAO on a quarterly basis. The required forms will be forwarded at the time of the contract award. Prior year reports are available for review upon request. Incomplete or late reporting may result in contract termination.

All programs receiving Access and Visitation Grant Service Contracts must comply with federal, state, and SCAO auditing and monitoring requirements.

The reporting periods and deadlines are:

- 1st Quarter (October 1, 2025 – December 31, 2025)  
Reporting Due: January 25, 2026
- 2nd Quarter (January 1, 2026 – March 31, 2026)  
Reporting Due: April 25, 2026
- 3rd Quarter (April 1, 2026 – June 30, 2026)  
Reporting Due: July 25, 2026
- 4th Quarter (July 1, 2026 – September 30, 2026)  
Reporting Due: October 7, 2026

## X. Application Submission

To receive Access and Visitation Grant funding for FY 2026, Friend of the Court (FOC) offices must complete the Application for Access and Visitation Service Contract (Attachment B.)

The completed application must be signed and submitted by email to [Simon-LakeG@courts.mi.gov](mailto:Simon-LakeG@courts.mi.gov) no later than **5:00 p.m. EDT on August 15, 2025**.

Questions about this application and the application process may be directed to Michelle Hilliker at (517) 373-4844, or by e-mail at [HillikerM@courts.mi.gov](mailto:HillikerM@courts.mi.gov).

The SCAO will forward Access and Visitation Service Contracts and any revised quarterly reporting forms before September 30, 2025.

## XI. Attachments

Attachment A: 2026 Access and Visitation Proposed Minimum Award

Attachment B: Application for Friends of the Court Fiscal Year 2026

Attachment C: Supervised Visitation and Parent Exchange Safety Plan Best Practices

Attachment D: United States Department of Health and Human Services, Administration for Children and Families, Office of Child Support Enforcement, General Terms and Conditions Non-Discretionary Formula, Block and Entitlement Awards and State Access and Visitation Program Grant Supplemental Terms and Conditions

# Attachment A

## **Attachment A: 2026 Access and Visitation Proposed Minimum Award**

Based on new 2024 court filing types DC, DM, DP, DS

County	Court	2024 New Filings					Total	Tier	Minimum Amount
		DC	DM	DP	DS				
Hillsdale	C01	33	131	32	75	271	1		\$550
Berrien	C02	96	401	252	355	1,104	5		\$3,700
Wayne	C03	894	3,823	12,670	12,979	30,366	8		\$32,000
Jackson	C04	83	434	275	385	1,177	5		\$3,700
Barry	C05	39	166	34	64	303	2		\$1,000
Oakland	C06	455	2,415	611	1,018	4,499	7		\$14,000
Genesee	C07	201	965	1,039	1,551	3,756	7		\$14,000
Ionia, Montcalm	C08	77	387	76	222	762	4		\$2,600
Kalamazoo	C09	148	554	329	515	1,546	6		\$11,000
Saginaw	C10	61	433	398	615	1,507	6		\$11,000
Alger, Luce, Mackinac, Schoolcraft	C11	21	129	30	75	255	1		\$550
Baraga, Houghton, Keweenaw	C12	15	79	17	37	148	1		\$550
Antrim, Grand Traverse, Leelanau	C13	53	413	45	150	661	3		\$1,800
Muskegon	C14	66	411	348	537	1,362	5		\$3,700
Branch	C15	33	110	32	55	230	1		\$550
Macomb	C16	376	1,792	721	1,202	4,091	7		\$14,000
Kent	C17	347	1,542	1,007	1,236	4,132	7		\$14,000
Bay	C18	43	257	101	187	588	3		\$1,800
Benzie, Manistee	C19	24	81	28	74	207	1		\$550
Ottawa	C20	106	684	161	391	1,342	5		\$3,700
Isabella	C21	48	176	67	116	407	2		\$1,000
Washtenaw	C22	144	659	209	225	1,237	5		\$3,700
Alcona, Arenac, Iosco, Oscoda	C23	40	141	31	75	287	1		\$550
Sanilac	C24	26	90	19	42	177	1		\$550
Marquette	C25	41	163	29	58	291	1		\$550
Alpena, Montmorency	C26	26	100	21	66	213	1		\$550
Newaygo, Oceana	C27	42	234	72	135	483	2		\$1,000
Missaukee, Wexford	C28	62	167	24	49	302	2		\$1,000
Clinton, Gratiot	C29	27	266	51	133	477	2		\$1,000
Ingham	C30	204	591	389	537	1,721	6		\$11,000
St. Clair	C31	58	388	113	391	950	5		\$3,700
Gogebic, Ontonagon	C32	5	44	11	22	82	1		\$550
Charlevoix	C33	4	67	11	27	109	1		\$550
Ogemaw, Roscommon	C34	27	96	29	53	205	1		\$550

## **Attachment A: 2026 Access and Visitation Proposed Minimum Award**

Based on new 2024 court filing types DC, DM, DP, DS

County	Court	2024 New Filings					Total	Tier	Minimum Amount
		DC	DM	DP	DS				
Shiawassee	C35	27	152	43	122	344	2		\$1,000
Van Buren	C36	40	164	68	167	439	2		\$1,000
Calhoun	C37	92	339	195	391	1,017	5		\$3,700
Monroe	C38	116	653	170	347	1,286	5		\$3,700
Lenawee	C39	44	257	88	141	530	3		\$1,800
Lapeer	C40	54	234	56	122	466	2		\$1,000
Dickinson, Iron, Menominee	C41	37	172	55	90	354	2		\$1,000
Midland	C42	27	198	25	104	354	2		\$1,000
Cass	C43	26	114	42	88	270	1		\$550
Livingston	C44	80	454	32	0	566	3		\$1,800
St. Joseph	C45	23	155	43	112	333	2		\$1,000
Crawford, Kalkaska, Otsego	C46	111	192	65	136	504	3		\$1,800
Delta	C47	4	95	20	53	172	1		\$550
Allegan	C48	58	335	61	145	599	3		\$1,800
Mecosta, Osceola	C49	30	145	87	120	382	2		\$1,000
Chippewa	C50	17	83	27	103	230	1		\$550
Lake, Mason	C51	24	100	39	99	262	1		\$550
Huron	C52	6	64	8	43	121	1		\$550
Cheboygan, Presque Isle	C53	23	91	26	62	202	1		\$550
Tuscola	C54	24	137	16	99	276	1		\$550
Clare, Gladwin	C55	13	123	24	74	234	1		\$550
Eaton	C56	55	266	90	146	557	3		\$1,800
Emmet	C57	5	59	8	41	113	1		\$550

# Attachment B

**Michigan Access and Visitation  
Application for Friends of the Court  
Fiscal Year 2026**

**Section 1: Applicant Information**

Friend of the Court:

SIGMA Vendor ID:

Address:

City:

State:

Zip:

MI

Phone (Public):

Phone (Direct):

Fax:

Contact Name:

Contact E-mail:

Courts Served (List all if participating in a joint agreement):

For FOC's that received funding in the prior year, what percentage of cases in which A/V services were provided involved domestic violence concerns?

**Total Amount Requested:**

## Section 2: Direct Service Providers

Please complete the following information for each service provider that will be used. Attach additional pages as needed.

Type of Services to be provided:

<input type="checkbox"/> <b>Supervised Parenting Time</b> (Including Monitored and Therapeutic)	Amount Allocated:
<input type="checkbox"/> <b>Parent Exchanges</b> (Neutral Drop-Off/Pick-Up)	Amount Allocated:

Direct Service Provider Agency:

Address:

City:	State:	Zip:
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Primary Contact Name:	Phone Number:
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E-mail:	Fax Number:
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Rate Charged to AV Contract:	Rate Type: <input type="checkbox"/> Hourly <input type="checkbox"/> Unit	Client Co-Pay: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Type of Direct Service Provider:

Nonprofit Agency    Court    State Agency    Local Public Agency

Applicant Service Area:

Urban    Both    Rural

### Section 3: Program Activities

Please note if participation in the program is mandatory, voluntary, or both for the activities for which you are requesting funding:

Supervised Visitation:

Mandatory  Voluntary  Both

Neutral Drop-Off/Pick-Up:

Mandatory  Voluntary  Both

Please identify the project goals:

- Improve the child's well-being
- Improve compliance with support orders
- Increase custody and parenting time between the children and noncustodial parent
- Increase visitation between noncustodial parent and custodial parent
- Improve the relationship between the noncustodial parent and the custodial parent
- Strengthen noncustodial parent's role as a nurturer within relationships with their children
- Promote public awareness of responsible parenting
- Broaden custody and parenting time options for children

What is the process of referring parents to services?

- Interview with parent or guardian
- Written request from custodial parent or guardian
- Written request from noncustodial parent or guardian
- Interview with custodial parent
- Interview with noncustodial parent
- Interview with judge
- Interview with court officer
- Interview with children
- Interview with another individual
- Order of the court
- Other (describe):  

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### **Section 3 (A): Parenting Exchange Program**

Please answer the following questions as related to Parenting Exchange services only. If you are not applying for parenting exchange (also known as neutral drop-off/pick-up services) you may skip this subsection and continue to Section 3 (B).

## What constitutes the completion of **Parent Exchange** Services?

- Order of the court
- Friend of the Court recommendation
- Custodial parent's consent
- Direct service provider's recommendation
- Noncustodial parent will attend all scheduled exchanges
- Not applicable because this service is not provided
- Other (describe):

What follow-up activities are provided to parties receiving **Parent Exchange** Services?

- Satisfaction surveys mailed at the conclusion of services
- Telephone contact at the conclusion of services
- No follow-up activities are provided
- Other (describe):  

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What sanctions may be applied to parties who fail to comply with an order or recommendation to participate in **Parent Exchange Services**?

- No sanctions are applied
- Not applicable because participation in services is voluntary
- Other (describe):

## Section 3 (B) Supervised Parenting Time

Please answer the following questions as related to Supervised Parenting Time services only. If you are not applying for supervised parenting time services, you may skip this subsection and continue to Section 4

What constitutes the completion of **Supervised Parenting Time Services**?

- Order of the court
- Friend of the Court recommendation
- Custodial parent's consent
- Direct service provider's recommendation
- Noncustodial parent will attend all scheduled supervised custodial and parenting time sessions
- Not applicable because this service is not provided
- Other (describe):  

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What follow-up activities are provided to parties receiving **Supervised Parenting Time Services**?

- Satisfaction surveys mailed at the conclusion of services
- Telephone contact at the conclusion of services
- No follow-up activities are provided
- Other (describe):  

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What sanctions may be applied to parties who fail to comply with an order or recommendation to participate in **Supervised Parenting Time Services**?

- No sanctions are applied
- Not applicable because participation in services is voluntary
- Other (describe):  

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## Section 4: Safety

Please see Attachment C: Supervised Visitation Safety Plan Best Practices.

- Review your service provider's current safety plan and verify their operational safeguard plan incorporates considerations found in Attachment C: Supervised Visitation Safety Plan Best Practices.
- Require service providers to conduct domestic violence screening using a tool such as the Michigan Supreme Court – State Court Administrative Office's Domestic Violence Screening Protocol Questionnaire.
- If you have any questions regarding Safeguard Plans, please contact Frank Mraz, Michigan Supreme Court Security and Emergency Management Director by email at [mrazf@courts.mi.gov](mailto:mrazf@courts.mi.gov).

By checking this box, we assert that the FOC has reviewed the direct service provider's

Safeguard Plan and that it addresses considerations provided in Attachment C. This plan is maintained on file with the FOC.

## Section 5: Terms and Conditions and Applicant Signature(s)

### State Access and Visitation Grant

By checking this box, we assert that our FOC and any direct service providers will

comply with the General Terms and Conditions and the State Access and Visitation Program Terms and Conditions Addendum. See Attachment D for Terms and Conditions.

In submitting this application, the applicant assures that its access and visitation program services will be conducted efficiently and effectively as required by 45 CFR 303.109.

### Applicant Signature

Friend of the Court:

Date:

**Offices applying for combined awards must include the joint FOC applicants.**

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Friend of the Court

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Court Name

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Date

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Friend of the Court

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Court Name

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Date

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Friend of the Court

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Court Name

---

Date

Award # 2502MISAVP  
FAIN # 2502MISAVP  
Federal Award Date: October 24, 2024

# Attachment C

# Supervised Visitation and Parent Exchange Safety Plan Best Practices

## I. Prior to Any Visits

- A. Secure facility
  - Separate parking areas for both parties.
  - Separate entrances for both parties.
  - Limited access within the facility.
  - Controlled environment for parenting time.
- B. Ensure facility meets all state and local fire, building and health codes
- C. Notify local law enforcement for quick response when called
- D. Create policy regarding conditions of supervised visitations
  - Will additional visitors be allowed?
  - Any toys, gifts, food for the child.
  - Any allowance for taking photos, recordings.
  - Use of cell phones.
  - Create written protocols for emergency situations.
- E. Develop written policies and procedures for intervening in and ending parent/child visits in progress
  - If a child is in distress.
  - If a parent is not following the program rules set out in the service agreement.
  - If a participant is at risk of imminent harm either emotionally or physically.

## II. Intake

- A. Information received from Court or other referring agency
  - Type of case.
  - Reason for supervised visitation.
- B. Interview both parties, custodial parent (CP) and non-custodial parent (NCP) separately and at different times
  - Their reason for referral.
  - Obtain personal info (Copy driver's license/ photo ID).

- Obtain emergency contact information.
- Any family issues that may impact child safety during visitations.
- Any chronic medical conditions of all participants that may affect child safety during visitations.
- Determine spoken language, have an interpreter available.

C. Explain the program rules and policies covering the visitation, and possible termination

- No Alcohol.
- No Marijuana.
- No Weapons.
- No negative talk or belittling.
- Time limits of visits.
  - NCP Earlier arrival time (15 minutes)
  - NCP Delayed departure time (15 minutes)

D. Have each parent sign a service agreement

E. Conduct Background on all parties

- Check Michigan Offender Tracking Information System (Michigan Department of Corrections).
- Check ICHAT.
- Review court file.

### **III. Visitation Days**

- A. Secure meeting room. Remove unnecessary items, any potential weapons, etc.
- B. Use separate entrances
- C. Stagger times
- D. CP should not be able to see NCP, vice versa
- E. Child not to be left alone with NCP
- F. NCP cannot leave with child
- G. Visitation supervisor should have cell phone and/or duress button to quickly summon assistance
- H. Separate waiting area for CP
- I. NCP cannot view the departure of child and CP
- J. Consider additional supervisors when more than one child is visiting
- K. Discussion of safety arrangements

## **IV. Conclusion Of Visitation**

- A. Departure of child and CP
- B. Delayed departure of NCP
- C. Creation of factual notes of visitation
  - Who brought the child?
  - Who supervised the NCP and child?
  - Any additional observers.
  - Date, time, and duration of NCP and child contact.
  - Account of any critical incidents.
  - Next step or planned visit.

# Attachment D



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

**STANDARD TERMS AND CONDITIONS**

Except as noted otherwise, these Terms and Conditions (T&Cs) apply to Federal financial assistance awards, i.e., grant and cooperative agreement programs, administered by the Administration for Children and Families (ACF). Please see the [Award Terms and Conditions](#) page.

***Precedence***

Applicable statutory or regulatory provisions supersede conflicting or inconsistent provisions in this Standard T&C.

***Department of Health and Human Services (HHS) to Adopt 2 CFR Part 200 in Phases***

Per Federal Register (FR), [89 FR 80055](#), HHS describes the intended phases of formally adopting [2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#) (UAR) as modified by Office of Management and Budget (OMB), [89 FR 30136](#), April 22, 2024). As a result, the content herein will identify both [45 CFR Part 75](#) and respectively, by effective date, 2 CFR Part 200 and [2 CFR Part 300](#) HHS-specific regulations.

Effective 10/1/2024 – Increasing Thresholds / Flexibilities for Recipients in 45 CFR Part 75 (to align with similar provisions in 2 CFR 200)

<b>Provisions (Regulations)</b>	<b>Before 10/1/2024</b> Threshold under 45 CFR Part 75	<b>On and After 10/1/2024</b> New Threshold
<b>Modified Total Direct Cost Definition</b> (45 CFR §75.2 / 2 CFR §200.1)	\$25,000	\$50,000
<b>Equipment</b> (45 CFR §75.320(e) / 2 CFR §§200.1, 200.313(e), 200.439(b)(2))	\$5,000	\$10,000
<b>Unused Supplies</b> (45 CFR §75.321(a) / 2 CFR §§200.1, 200.314(a))	\$5,000	\$10,000
<b>Micro-purchase Threshold<sup>1</sup></b> (45 CFR §75.329(a) / 2 CFR §200.320)	\$10,000	\$50,000
<b>Fixed Amount Awards Subawards</b> (45 CFR §75.353 / 2 CFR §200.333)	\$250,000	\$500,000
<b>Closeout<sup>2</sup></b> (45 CFR §75.381 / 2 CFR §200.344)	90 days	120 days

<sup>1</sup> This provision was adopted on December 12, 2017 under [Public Law 115-91](#) and [OMB Memorandum 18-18](#).

<sup>2</sup> This provision was adopted on September 15, 2023 under [88 FR 63591](#).

Provisions (Regulations)	Before 10/1/2024 Threshold under 45 CFR Part 75	On and After 10/1/2024 New Threshold
<b>De Minimis Indirect Rate<sup>3</sup></b> (45 CFR §75.414(f) / 2 CFR §200.414(f))	10%	15%
<b>Single Audit</b> (45 CFR §75.501 / 2 CFR §200.501)	\$750,000	\$1,000,000

#### Effective 10/1/2025 – 2 CFR 200 and HHS Specific Modifications Implementation

- Adopt 2 CFR Part 200.
- Repeal 45 CFR Part 75 in its entirety and update existing citations in HHS regulations.
- Relocate HHS-specific modifications from 45 CFR Part 75 to 2 CFR Part 300:

Modification	Before 10/1/2025 45 CFR Part 75	On and After 10/1/2025 2 CFR Part 300
<b>Adoption of 2 CFR Part 200</b>	75.106	300.106
<b>Conflict of Interest</b>	75.112	300.112
<b>Special Provisions for awards to For-Profit Organizations as Recipients</b>	75.216	300.218
<b>Special Provisions for awards to Federal agencies</b>	75.217	300.219
<b>Non-discrimination language</b>	75.300	300.300
<b>Federal Payment</b>	75.305(a)	300.305
<b>Revision of budget and program plans (specific to research care cost prior approval)</b>	75.308(c)(1)(ix)	300.308
<b>Intangible Property (patents and inventions)</b>	75.307(c)(2)	300.315
<b>Indirect Cost (Training and Foreign cap and allowing rates for American U, Beirut, and WHO)</b>	75.414(c)(1)	300.414
<b>Independent research and development costs</b>	75.476	300.477
<b>Shared responsibility payments</b>	75.477	300.478
<b>Cost Principles for Research &amp; Development Grant Activities with Hospitals</b>	Appendix IX	Appendix IX

#### ***Federal Financial Assistance Award Acceptance***

State, local, tribal and other laws and regulations may apply and affect expenditures of Federal funds provided that they conform to applicable federal statutes and regulations. The first draw down or request for award funds from HHS Division of Payment Management Services (PMS) constitutes acceptance of the T&Cs under the Federal award.

A Federal assistance award is subject to T&Cs set forth in the award, these standard T&Cs, and those T&Cs cited and incorporated by reference. A recipient is the entity that receives a Federal award directly from ACF, per [45 CFR §75.2](#) (effective 10/1/2025: [2 CFR §200.1](#)). By acceptance

<sup>3</sup> Note this does not apply to HHS Training or Foreign awards, for which HHS retains the de minimis cap at 8%.

of an award, the recipient agrees to comply with these T&Cs. Unless indicated otherwise, per [45 CFR §75.101\(b\)\(1\)](#) (effective 10/1/2025: [2 CFR §200.101\(b\)\(2\)](#)), the T&Cs of Federal awards flow down to subrecipients and to contractors (when applicable) as described in [45 CFR §§75.351 – 75.353](#) (effective 10/1/2024: [2 CFR §200.333](#); effective 10/1/2025: [2 CFR §200.331 – 200.332](#)).

Recipients must comply with all T&Cs of their awards, including:

- a) The T&Cs in effect at the time of the award, including the requirements of applicable HHS uniform administrative regulations.
  - **Discretionary:** Any T&Cs in effect at the time of the original award, or any non-competing continuation, post-award action or renewal award related thereto are applicable. Discretionary awards are subject to the requirements set forth in the Notice of Funding Opportunity (NOFO); Notice of Award (NoA) including remarks and/or specific award conditions (e.g., restricted drawdown); these Standard T&Cs; and the U.S. Department of Health and Human Services (HHS) Grants Policy Statement (GPS) (located on the [HHS Grants Policies & Regulations](#) page).
  - **Non-Discretionary:** Non-discretionary awards are subject to these Standard T&Cs, the individual program-specific supplemental T&Cs, and NoA including remarks and/or specific award conditions.
- b) Requirements of statutes and regulations applicable to the program under which the award is funded, including authorizing statutes, appropriations statutes, generally applicable statutes, and any regulations related thereto.
- c) Ensuring that expenditures are free from fraud, waste, abuse, and duplication.
- d) Ensuring all payment arrangements (e.g., subawards, contracts) related to the Federal award are in the best interest of the United States, including its taxpayers.

### ***Enforcement***

Failure to comply with the T&Cs of the award may result in disallowances, restricted drawdown, withholding of future awards, deferral of claims for Federal Financial Participation (FFP), or termination of the award. Some programs may have more specific termination provisions that will be referenced in the NOFO, the program-specific supplemental T&Cs, NOA, and/or in the specific award conditions (as applicable).

Likewise, per [45 CFR §75.352\(h\)](#) [effective on or after 10/1/2025: [2 CFR §200.332\(i\)](#)], recipients may consider taking enforcement actions on subawards as described in [45 CFR §75.371](#) [effective on or after 10/1/2025: [2 CFR §200.339](#)] and on contracts in accordance with [45 CFR §75.335](#) [effective on or after 10/1/2025: [2 CFR §200.327](#)].

- **Please note:** States and Indian Tribes must follow the same policies and procedures it uses for procurements and enforcements with non-federal funds. If such policies and

procedures do not exist, States and Indian Tribes must follow the procurement standards under the Uniform Guidance. ([45 CFR §§75.326 – 75.335](#); effective on or after 10/1/2025: [2 CFR §§200.317 – 200.327](#))

## **ALL FEDERAL FINANCIAL ASSISTANCE PROGRAMS**

### **APPLICABLE LEGISLATION, STATUTES, REGULATIONS**

Recipients must follow Federal, State, and local laws applicable to HHS awards. This includes, but is not limited to, **any** statutory and regulatory requirements, even if not directly mentioned in these terms and conditions. These may include applicable provisions of the Fair Labor Standards Act ([29 U.S.C. §201 et seq.](#)), the False Claims Act ([31 U.S.C. §3729 et seq.](#)), the Immigration and Nationality Act ([8 U.S.C. §1101 et seq.](#)), and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ([Public Law 104-193](#)), and their corresponding regulations. This award is subject, at the minimum, to the following requirements:

1. The statutory requirements as identified in the NOFO or program-specific supplemental terms and conditions, and any requirements in the authorization and appropriations acts related to the program and award.
2. The HHS specific implementing regulations of 45 CFR Part 75 or 2 CFR Parts 200 and 300, as they are applicable in effect or implemented during the period of the award. See “Department of Health and Human Services (HHS) to Adopt 2 CFR Part 200 in Phases” in these T&Cs for effective dates and changes.
  - a. **Discretionary:** Unless otherwise stated in the NOFO, all provisions under the UAR apply. Please note discretionary recipients are required to report deviations from budget or program scope or objective, and must request prior written approval from ACF for budget and program plan revisions. See the NoA for any expanded authorities authorized under the award.
  - b. **Non-Discretionary:** Please refer to the program-specific supplemental T&Cs, which may also cite to or contain budget or program prior approval requirements.
3. *Other Code of Federal Regulations:* Unless otherwise provided by law, the following apply:
  - a. [2 CFR Part 25](#) – Universal Identifier and System for Award Management
  - b. [2 CFR Part 170](#) – Reporting Subaward and Executive Compensation Information
  - c. [2 CFR Part 175](#) – Award Term for Trafficking in Persons
  - d. [2 CFR Part 176](#) – Award Terms for Assistance Agreements that include Funds under the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5

- e. [\*\*2 CFR Part 180\*\*](#) – OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-Procurement)
- f. [\*\*2 CFR Part 182\*\*](#) – Government-wide Requirements for Drug-Free Workplace (Financial Assistance) (including Smoking Prohibitions ([20 U.S.C §§7971 – 7974](#), previously §§7181 – 7184)
- g. [\*\*2 CFR Part 183\*\*](#) – Never Contract with the Enemy
- h. [\*\*2 CFR Part 376\*\*](#) – Non procurement Debarment and Suspension
- i. [\*\*2 CFR Part 382\*\*](#) – Requirements for Drug-Free Workplace (Financial Assistance)
- j. [\*\*31 CFR Part 205\*\*](#) – Rules and Procedures for Efficient Federal-State Funds Transfers – Cash Management Improvement Act (see also **31 U.S.C. §§3335, 6501, and 6503**)
- k. [\*\*45 CFR Part 16\*\*](#) – Procedures of the Departmental Grant Appeals Board
- l. [\*\*45 CFR Part 30\*\*](#) – Claims Collection
- m. [\*\*45 CFR Part 46\*\*](#) – Protection of Human Subjects
- n. [\*\*45 CFR Part 80\*\*](#) – Nondiscrimination Under Programs Receiving Federal Assistance through the Department of Health and Human Services, Effectuation of Title VI of the Civil Rights Act of 1964
- o. [\*\*45 CFR Part 81\*\*](#) – Practice and Procedure for Hearings Under Part 80 of this Title
- p. [\*\*45 CFR Part 84\*\*](#) – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving Federal Financial Assistance
- q. [\*\*45 CFR Part 86\*\*](#) – Nondiscrimination on the Basis of Sex in Education Programs and Activities Receiving or Benefiting from Federal Financial Assistance
- r. [\*\*45 CFR Part 87\*\*](#) – Equal Treatment for Faith-Based Organizations
- s. [\*\*45 CFR Part 91\*\*](#) – Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance from HHS
- t. [\*\*45 CFR Part 92\*\*](#) – Nondiscrimination in Health Programs or Activities
- u. [\*\*45 CFR Part 93\*\*](#) – New Restrictions on Lobbying
- v. [\*\*45 CFR Part 95\*\*](#) – General Administration – Grant Programs

w. **45 CFR Part 100** – Intergovernmental Review of Department of Health and Human Services Programs and Activities

4. *Administrative and National Policy Requirements, including HHS Policy Directives* (identified with an asterisks (\*)) and *Annual Appropriation Limitations* (identified with two asterisks (\*\*)): Unless otherwise noted in the program-specific supplemental T&Cs, the NOFO, the administrative and national policy requirements, HHS policy directives, and annual appropriations limitations apply to all programs. Public policy requirements are requirements with a broader national purpose and are imposed by statute. The non-exhaustive list is located under the [Administrative and National Policy Requirements](#) page.

5. *Build America, Buy America (BABA) Applicability*: The BABA is not applicable to HHS programs; therefore, the following does not apply to ACF awards:

- a. **2 CFR Part 184** – Buy America Preferences for Infrastructure Projects
- b. **2 CFR §200.322** – Domestic Preference for Procurements provision

6. *Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§1681 et seq., and Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§2000d et seq.* If applicable, for **new awards made on or after March 28, 2025**, the following is effective immediately:

By accepting this award, including the obligation, expenditure, or drawdown of award funds, recipients whose programs are covered by Title IX certify as follows:

- Recipient is compliant with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 et seq., including Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d et seq., and Recipient will remain compliant for the duration of the Agreement.
- The above requirements are conditions of payment that go to the essence of the Agreement and are therefore material terms of the Agreement.
- Payments under the Agreement are predicated on compliance with the above requirements, and therefore Recipient is not eligible for funding under the Agreement or to retain any funding under the Agreement absent compliance with the above requirements.
- Recipient acknowledges that this certification reflects a change in the government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this Agreement.
- Recipient acknowledges that a knowing false statement relating to Recipient's compliance with the above requirements and/or eligibility for the Agreement may subject Recipient to liability under the False Claims Act, 31 U.S.C. § 3729, and/or criminal liability, including under 18 U.S.C. §§ 287 and 1001.

7. *Civil Rights Assurance.* For **new awards made on or after May 8, 2025**, the following is effective immediately:

Recipients must comply with all applicable Federal anti-discrimination laws material to the government's payment decisions for purposes of [31 U.S.C. § 3729\(b\)\(4\)](#).

(1) Definitions. As used in this clause –

- (a) DEI means “diversity, equity, and inclusion.”
- (b) DEIA means “diversity, equity, inclusion, and accessibility.”
- (c) Discriminatory equity ideology has the meaning set forth in Section 2(b) of Executive Order 14190 of January 29, 2025.
- (e) Federal anti-discrimination laws means Federal civil rights law that protect individual Americans from discrimination on the basis of race, color, sex, religion, and national origin.

(2) Grant award certification.

- (a) By accepting the grant award, recipients are certifying that:
  - (i) They do not, and will not during the term of this financial assistance award, operate any programs that advance or promote the following in violation of Federal anti-discrimination laws: DEI, DEIA, or discriminatory equity ideology

## COST SHARING OR MATCHING (NON-FEDERAL SHARE) OF PROGRAM FUNDING

8. Some Federal financial assistance programs require the recipient to provide a portion of program funding, as specified in Federal law. Please see the NOFO or program-specific supplemental T&Cs for the requirements.
9. *Insular Areas.* For any program that (a) requires a non-Federal share of program funding and (b) is available to several identified recipients, under the provisions of 48 U.S.C. §1469a(d), as amended, the Insular Areas, defined as American Samoa, Guam, the Northern Mariana Islands and the U.S. Virgin Islands, these recipients are not required to provide up to \$200,000 of the non-Federal share of program funding. If, in any fiscal year, the non-Federal share exceeds \$200,000, the statutory Federal/non-Federal funding rates for that program will apply to all expenditures that exceed that threshold.

## PROGRAM INCOME

10. *Default Method.* Please refer to the NOFO, program-specific supplemental T&Cs, and

NoA to verify if program income is permitted, and if so, how it is to be used. When the regulations or the T&Cs are silent, the default is the deduction method as described under 45 CFR §75.307(e) (effective 10/1/2025: 2 CFR §200.307(e)(1)). (“Ordinarily program income must be deducted from total allowable costs to determine the net allowable costs. Program income must be used for current costs unless the HHS awarding agency authorizes otherwise. Program income that the non-Federal entity did not anticipate at the time of the Federal award must be used to reduce the Federal award and non-Federal entity contributions rather than to increase the funds committed to the project.”)

11. *Property.* Proceeds from the sale of real property, equipment, or supplies, are not program income; such proceeds will be handled in accordance with the relevant property standards at 45 CFR §§75.318 – 75.322 (effective 10/1/2025: 2 CFR §§200.311 – 200.315), or as specifically identified in Federal statutes, regulations, or T&Cs of the Federal award. For more information about real property and tangible personal property, please see the subheading contained in this Standard T&C.
12. *Applicable Credit.* Unless provided in statutes, regulations, or T&Cs of the award, program income does not include rebates, credits, discounts, and interest earned on any of them. When those sources are silent, to the extent that such credits accruing to or received by the recipient relate to allowable costs, they must be credited to the award either as a cost reduction or cash refund as described under 45 CFR §75.406 (effective 10/1/2025: 2 CFR §200.406).

## MONITORING AND REPORTING

Except in unusual circumstances, ACF recipients are required to use OMB-approved data collection forms and file these forms in intervals identified by the Federal award. (45 CFR §75.341-75.343; effective 10/1/2025: 2 CFR §§200.328 – 200.330) For more information, see the NOFO, program-specific supplemental T&Cs, NoA, or specific award conditions.

13. *Electronic Submissions.*

Reports must be submitted electronically. **Paper copies will not be accepted.** ACF recipients must submit reports through designated online reporting systems, as identified in the NOFO, program-specific supplemental T&Cs, NoA, and/or the specific award conditions. Each system is secured and requires individuals to use a PIN, username, and password.

- a. GrantSolutions On-Line Data Collection (OLDC) system is the online reporting mechanism and is located at <https://grantsolutions.gov>. The GrantSolutions Help Desk is open on Monday through Friday from 7:00 am to 8:00 pm ET (except for Federal Holidays). You may reach the Help Desk at 1-866-577-0771, 202-401-5282, or [help@grantsolutions.gov](mailto:help@grantsolutions.gov).
- b. HHS Payment Management System (PMS) is the online payment management mechanism and is located at <https://pms.psc.gov>. The PMS Help Desk is open

Monday through Friday from 7:00 am to 9:00 pm ET (except Federal Holidays). You may reach the Help Desk at 1-877-614-5533 or [PMSupport@psc.gov](mailto:PMSupport@psc.gov).

## **FINANCIAL REPORTING**

14. Federal funds must be expended for the purposes which they were awarded and within the time period allotted. (45 CFR §75.302; effective 10/1/2025: 2 CFR §200.302)

15. *Obligation Period.*

- a. **Discretionary**: Recipients may charge to the award “only allowable costs incurred during the period of performance.” (45 CFR §75.309; effective 10/1/2025: 2 CFR §200.309) See the NoA for the approved start and end dates of the period of performance and, if applicable, the budget period for the award. Costs incurred within a specific budget period may only be charged to the award within the dates specified for that budget period. Recipients may not charge costs incurred in a previous budget period to the next or any subsequent budget period.
- b. **Non-Discretionary**: The program-specific supplemental T&Cs will set forth the deadline for obligation.

16. *Liquidation Period.*

Unless superseded by program specific statute or regulations, the deadline for liquidating all financial obligations incurred under the Federal award is not later than 120 calendar days after the end of the period of performance (or as specified in a program regulation). (effective 9/15/2023: 2 CFR §200.344) See NoA.

## **PROGRAM REPORTING**

17. **Discretionary**: Please see the NOFO, NoA, as well as [Reporting Requirements](#).

18. **Non-Discretionary**: Please see the program-specific supplemental T&Cs for the program reporting requirements.

## **PROPERTY REPORTING**

Real property (requires specific authority and prior approval, see limitation under item 16 within this T&C), tangible personal property, and intangible property, that is acquired or improved with a Federal award must be held in trust by the recipient as trustee for the beneficiaries of the project or program under which the property was acquired or improved. ACF requires the recipient to record liens or other appropriate notice of record to indicate that personal or real property has been acquired or improved with a Federal award and that use and disposition conditions apply to the property. Unless program regulations, program-specific supplemental T&Cs, or other program guidance say otherwise, recipients are required to follow the property standards outlined under 45 CFR §§75.316 – 75.323 (effective 10/1/2025: 2 CFR §§200.310 –

200.316). States must follow their own property standards. The following are the real property and tangible personal property guidance and reporting requirements. For additional information, please see the [ACF Property Guidance](#) pages.

## ***REAL PROPERTY REPORTING***

19. *Real Property Reports (SF-429s), OMB Control No. 4040-0016.* ACF programs must have specific statutory authority to allow recipients to provide support for acquisition, construction, and/or major renovation of real property. **Absent statutory authority and approval, costs are considered unallowable under the Federal award.** Only a few ACF programs have authority, please see the [Applicable ACF Programs with Real Property Authority](#) list. When Federal funds are allowed and used for these purposes, a Federal interest is established. A Notice of Federal Interest (NFI) must be recorded in the jurisdiction where the real property is located. Federal interest does not expire unless program statute says otherwise. So long as a Federal interest remains, property requirements and reporting apply. Recipients (and on behalf of subrecipients) are responsible for submitting the request and report forms. **Only forms submitted in GrantSolutions OLDC are considered official real property submissions.**

The collection of SF-429 forms must be used for awards that establish a Federal interest on real property. Overview of forms are as follows:

- a. **SF-429.** The Cover Page must be submitted along with the other SF-429 Attachments (A, B, and C). GrantSolutions OLDC automatically adds the cover page to the Attachment.
- b. **SF-429 Attachment A.** The *General Report* form is due annually and follows the same reporting cycle as the annual Federal Financial Report or program specific Expenditure Report.
- c. **SF-429 Attachment B.** The *Acquire or Improve Request* form may be submitted at any time to request prior approval to use federal funds to acquire or improve property. The submission of this form, with supporting documentation, in GrantSolutions OLDC is the official starting point for any prior approval request to purchase, construct, and/or major renovation project for real property.
- d. **SF-429 Attachment C.** The *Disposition or Encumbrance Request* form may be submitted at any time to request disposition instructions. The submission of this form, with supporting documentation, in GrantSolutions OLDC is the official starting point for any prior approval disposition or encumbrance requests. When the property is no longer needed, the recipient (when applicable, on behalf of subrecipients) must submit in GrantSolutions OLDC a request for disposition instructions. OGM must be consulted and confirm the percentage of participation (federal interest) before any payment is remitted on a real property. ACF will review and make a decision on one of the three standard OMB disposition options described under 45 CFR §75.318(c) to eliminate the Federal interest. The

recipient (when applicable, on behalf of subrecipient) is required to compensate ACF for its share by remitting payment when real property is sold or retained. Payment must be received and confirmed before ACF can release the federal interest on the property. For more information, see [Remit Payment](#) guidance.

Please note that for the SF-429 Attachment B and C, the appraised value is the current fair market value based on the appraisal (**no more than three years old**) conducted by an independent certified appraiser.

For more information, please see program-specific supplemental T&Cs, the [ACF Real Property Guidance](#), and the [Applicable ACF Programs with Real Property Authority](#) list.

### ***TANGIBLE PERSONAL PROPERTY REPORTING***

20. *Tangible Property Report (SF-428s), OMB Control No. 4040-0018.* The SF-428 is a standard form used to collect information related to tangible personal property purchased under a Federal award. Unless otherwise directed in the program-specific supplemental T&Cs, Federal assistance programs are required to use the SF-428s. Recipients (and on behalf of subrecipients) are required to submit the forms. States must use, manage and dispose of equipment acquired under a Federal award by the state in accordance with state laws and procedures. Overview of the forms are as follows:

- a. **SF-428.** The Cover Page must be submitted along with the other SF-428 Attachments (B, C, and S).
- b. **SF-428 Attachment A.** The Federally Owned Property Annual Report is **not applicable to ACF programs.**
- c. **SF-428 Attachment B.** The Final/Award Closeout form on Acquired Equipment purchased with Federal Funds is due at the end of a Federal Assistance Award. This form may not apply to some non-discretionary programs. Please see program-specific supplemental T&Cs for applicability and exceptions.
- d. **SF-428 Attachment C.** The Disposition Request form on Acquired Equipment is due at any time other than award closeout. The submission of this form, with the SF-428 cover page and supporting documentation, to OGM is the official starting point for any prior approval disposition request. OGM must be consulted and confirm the percentage of participation (federal interest) before any payment is remitted on the property. Recipients (and on behalf of subrecipients) are required to compensate ACF for its share by remitting payment when equipment is sold or retained. Payment must be received and confirmed before ACF can release the federal interest on the property. For more information, see [Remit Payment](#) guidance.
- e. **SF-428 Attachment S.** The Supplemental Sheet may be submitted with the SF-428 Attachment B or C to provide additional information.

For more information, please see the [ACF Tangible Personal Property Guidance](#).

## AWARD PAYMENTS

21. *Payment.* All Federal financial assistance program payments will be made available through the HHS PMS. Questions pertaining to payments should be directed to: HHS Division of Payment Management, P.O. Box 6021, Rockville, MD, 20852, or PMS Help Desk at 877-614-5533, or [PMSSupport@psc.gov](mailto:PMSSupport@psc.gov). Other questions should be directed to the ACF contact listed on the NOA or program-specific supplemental T&Cs.
22. *Returning Funds/Interest.* Unless otherwise directed in the financial or program specific expenditure report, the HHS Program Support Center (PSC) serves as a centralized point for returning award interest and funds according to established federal law, policies, procedures, and regulations. PMS prefers that repayment be completed as an electronic transfer or by check. Please refer to the *Returning Funds/Interest* instructions under the *Recipients* drop-down on the [PMS website](#).

## SUBRECIPIENTS AND SUBCONTRACT MONITORING AND MANAGEMENT

23. All Federal assistance programs must comply with the Subrecipient Monitoring and Management requirements described in subpart D, 45 CFR §§75.351 – 75.353 (effective 10/1/2025: 2 CFR §§200.331 – 200.333). Discretionary awards are also subject to the *ACF Term and Condition on Subawards* located on the *Administrative and National Policy Requirements* page, see item 4 herein.
24. *Debarred or Suspended.* No entity may participate in these programs in any capacity or be a recipient or subrecipient of Federal funds designated for these programs if the organization has been debarred or suspended or otherwise found to be ineligible for participation in Federal financial assistance programs or activities. Please see Executive Orders 12549 and 12689, as well as 2 CFR Parts 180 and 376 for debarment and suspension provisions. Recipients must include a similar T&C for all subawards and contracts awarded under these programs. Prior to issuing subawards and contracts under the Federal award, the recipient (pass-through) must review information available through the System for Award Management (SAM), <https://www.sam.gov>, to determine whether an entity is ineligible.
25. *Determinations.* Recipients are required to make case-by-case subrecipient and contractor determinations on whether the substance of an agreement creates a Federal assistance relationship (subaward) or a procurement relationship (contract) in accordance with 45 CFR §75.351 (effective 10/1/2025: 2 CFR §200.331). The presence of one or more characteristics may not be present in all cases; as such, the recipient must use judgment as the substance of the relationship is more important than the form of the agreement. ACF may also supply and require recipients to comply with additional guidance to support these determinations.

**Please note for subrecipients:** There is a long standing ACF OGM policy that any State, local, Tribal, or Territorial governments providing a service for a pass-through entity must be considered a subrecipient.

26. *Fixed amount subawards.* A fixed amount award cannot be used in programs which require mandatory cost sharing or matching in accordance with 45 CFR §75.201(b)(2) (effective 10/1/2025: 2 CFR §200.201(b)(2)). Many Federal assistance programs require the recipient to provide a portion of program funding, as specified in Federal law. Please see the NOFO or program-specific supplemental T&Cs for the cost sharing or matching (non-Federal share) requirement.
27. *Indirect Cost.* In accordance with 45 CFR §75.352(a)(4) (effective 10/1/2025: 2 CFR §200.332(a)(4)), pass-throughs must recognize the approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government, or if no such rate exists, either a rate negotiated between the recipients and subrecipient or provide a percent de minimis indirect cost rate (10% under 45 CFR §75.414(f) prior to 10/1/2024; effective date 10/1/2024: 15% under 45 CFR §75.320(f); effective date 10/1/2025: 15% under 2 CFR §200.414) Please direct indirect cost questions to the HHS PSC Division of Cost Allocation Services (CAS), see CAS [Contact Us](#).
28. *Monitoring:*
  - a. *Contract.* Recipients are responsible for ensuring that contracts contain the applicable provisions described in Appendix II of 45 CFR Part 75 (effective 10/1/2025: 2 CFR Part 200). The recipient is responsible for oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of the contract or purchase order. Records must be maintained by the recipient and be sufficiently detailed for compliance.
  - b. *Subrecipient.* Recipients are required to advise subrecipients of requirements imposed on them by Federal laws, regulations, and the provisions of award as well as any supplemental requirements imposed by the recipient. These include administrative and audit requirements (where applicable) under 45 CFR Part 75 (effective 10/1/2025: 2 CFR Part 200). The recipient must conduct a risk assessment of subrecipient(s) in accordance with 45 CFR §75.352(b) (effective 10/1/2025: 2 CFR §200.332(b)). Additionally, all subrecipient(s) must obtain a Unique Entity Identifier number assigned by the SAM, if they do not already have one. Recipients are required to check the SAM to verify that the subrecipient(s) is/are not debarred, suspended, or ineligible. Recipients are responsible for monitoring the activities of the subrecipient to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the T&Cs of the subaward, and that subaward performance goals are achieved. “Monitoring by the non-Federal entity must cover each program, function and activity.” See 45 CFR §§75.342 and 75.352 (effective 10/1/2015: 2 CFR §§200.329(a) and 200.332). Records must be maintained by the recipient and be sufficiently detailed for compliance. For more information, see item 4.k. *Salary*

*Limitation – Federal Executive Level II* within this Standard T&C.

Should a subrecipient perform unsatisfactorily, the recipient is responsible for remedying subrecipient issues. Recipients of an award will be legally accountable to ACF for performance of the project or program. Recipients will be held solely responsible in the event of non-compliance by a subrecipient. The recipient will be held accountable for cost disallowances regarding subawarded funds. If requirements of the program cannot be met due to subrecipient issues, ACF may take one or more of the actions listed under 45 CFR § 75.371– 75.375 (effective 10/1/2015: 2 CFR §§200.339 – 200.343).

## NON-COMPETING CONTINUATIONS

29. Most ACF discretionary awards are funded in increments. These increments are referred to as “non-competing continuations.” If the award has multiple budget periods, recipients will be expected to submit non-competing continuation applications for each budget period. If not referenced in the NOA, the ACF Program Office or Grants Office will provide additional information on what documentation to submit and deadlines for non-competing continuation applications. Deadlines are typically in advance of the start date of the next budget period to allow ACF sufficient time to process the applications.

## AUDITS

30. Recipients must arrange for the conduct of audits as required by 45 CFR Part 75, Subpart F – Audit Requirements (effective 10/1/2025: 2 CFR Part 200 Subpart F). For more information, also see [ACF Oversight and Monitoring: Audit Reports](#) page.
31. Recipients and pass-through entities, per 45 CFR §§75.352(f) and 75.501(effective 10/1/2025: 2 CFR §200.501), must verify that subrecipients also comply with the audit requirements.
  - a. **For-profit subrecipients.** Unless stated otherwise in regulation, guidance, the NOFO, or program-specific supplemental T&Cs, the Subpart F does not apply to for-profit subrecipients. (45 CFR §75.501(h) – (k); effective 10/1/2025: 2 CFR §200.501(h)) However, at a minimum, the recipient and pass-through entity are responsible for establishing requirements to ensure compliance by for-profit subrecipients. The agreement must describe applicable compliance requirements and the for-profit subrecipient’s compliance responsibility.

## EFFECTIVE PERIOD

The Standard T&C and each of the program-specific supplemental T&Cs are effective on the date shown in the footer at the bottom of the respective pages. Each T&C supersedes all previous similar T&Cs and will remain in effect until updated. All T&Cs will be updated and reissued as needed.

## POINTS OF CONTACT

Points of contact for additional information or questions concerning either the operation of the program or related financial or Federal assistance award matters may be found on the NoA. The Program Office contact handles the programmatic specific needs such as program intent, goals and objectives; whereas, the OGM contact typically handles any business, financial, and administrative activities such as budget revisions, prior approval requests, and closeouts.

## IMPORTANT ADDRESSES

Administration for Children and Families  
Office of Grants Management  
330 C Street, SW. Mailstop 3127  
Washington, DC 20201

## OIG HOTLINE

The OIG of HHS maintains the OIG Hotline, a system for reporting allegations of fraud, waste, abuse and mismanagement in Department of Health and Human Services' programs. Your information will be reviewed by a professional staff member and will remain confidential; you need not provide your name. Information provided through the website is secure and all information is safeguarded against unauthorized disclosure. Report the possible misuse of federal funds by phone or online. Please provide as much detailed information as possible in your report.

Online: <https://oig.hhs.gov/report-fraud>  
Phone: 800-HHS-TIPS (800-447-8477)  
TTY: 800-377-4950  
Fax: 800-223-8164

If you are a provider, HHS contractor, HHS recipient or subrecipient and want to self-disclose potential fraud in HHS programs, please visit the *self-disclosure* webpage at: <https://oig.hhs.gov/compliance/self-disclosure-info/index.asp>.

## IMPORTANT WEBSITES

- [Welcome To ACF website.](#)
- [ACF Award Terms and Conditions.](#)
- [HHS Grants website.](#)
- *Congress.gov Congressional Research Service: Appropriations.*
- *General and Permanent Laws: United States Code (U.S.C.).*
- *Federal Regulations: Electronic Code of Federal Regulations (e-CFR).*
- *Congress.gov: U.S. Federal Legislative Information.*



### **SUPPLEMENTAL TERMS and CONDITIONS**

The **General Terms and Conditions** apply to all non-discretionary programs. These supplemental Terms and Conditions are additional requirements applicable to the program named below.

By acceptance of awards for this program, the recipient agrees to comply with the requirements included in both the General and supplemental Terms and Conditions for this program,

#### **OFFICE OF CHILD SUPPORT SERVICES (OCSS)**

#### **STATE ACCESS AND VISITATION PROGRAM**

Assistance Listing No. 93.597

#### **APPLICABLE LEGISLATION, STATUTE, REGULATIONS**

1. The administration of this program is authorized by Part D of Title IV section 469B of the Social Security Act (the Act).
2. The program is codified at 42 U.S.C. §669b.
3. The program-specific implementing regulations can be found at 45 CFR §303.109.
4. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards is located under 45 CFR Part 75. In accordance with 45 CFR §75.101 Applicability, guidance in subpart C (except for §75.202), does not apply to this program. All other 45 CFR Part 75 subparts apply without exception.
5. Additional applicable regulations and requirements can be found in the General Terms and Conditions for Non-discretionary: Formula, Block Grant, and Entitlement Awards.

#### **COST SHARING OR MATCHING (NON-FEDERAL SHARE) OF PROGRAM FUNDING**

6. For this program, States are required to provide 10 percent of total program funding. See 42 U.S.C. §669b. (The requirement to provide a 10 percent share of total program expenditures is not applicable to Guam or the Virgin Islands.) The State share of funding may include funds appropriated by the State legislature, local funds or cash or in-kind contributions.
7. According to section 469B of the Act, a State may not use the award to supplant expenditures by the State for activities specified in subsection (a) of the Act but shall use the award to supplement such expenditures at a level at least equal to the level of such expenditures for fiscal year 1995.
8. A State to which a grant is made under this section may not use the grant to supplant expenditures by the State for activities specified in subsection (a), but shall use the grant to supplement such expenditures at a level at least equal to the level of such expenditures for fiscal year 1995

## FINANCIAL MANAGEMENT AND REPORTING

9. The OMB approved Financial Reporting form for this program is the SF-425 Federal Financial Report. This report is submitted annually and must be submitted no later than December 30 - 90 days following the end of each Federal Fiscal year. SF-425 reports must be submitted each year funds are available. See General T&Cs for electronic submission instructions.
10. Obligation Deadline: This program has a two-year project/obligation period starting the first day of the Federal fiscal year, October 1, for which the funds were awarded and ending the last day, September 30, after the funding year.
11. Liquidation Deadline: In accordance with 45 CFR §75.309(b), all obligated Federal funds issued under this award must be liquidated no later than 90 days past the end of the funding/obligation period. Any Federal funds not liquidated by December 30 will be recouped by this Department.

## PROGRAM MANANGMENT AND REPORTING

12. Recipients are required by federal statute 42 U.S.C. 669b to monitor, evaluate, and report on programs funded through the Access and Visitation Grant Program on an annual basis – in accordance with regulations prescribed by the Secretary of the Department of Health and Human Services (45 CFR §303.109).
13. All program reports will be submitted no later than 90 days following the end of the Federal Fiscal Year online via the Access and Visitation (AV) portal on the Federal Parent Locator Service (FPLS). Recipients must use the OMB approved (OMB Control No: 0970 – 0204) reporting forms and reporting manual produced by OCSE.

## PROPERTY REPORTING

14. The OMB approved Real Property and Tangible Personal Property Reporting is the following:
  - a. Real Property Reports (SF-429s): the SF-429 Real Property Reporting forms are not applicable to this program. Purchase, construction, and major renovation are not an allowable activity or expenditure under this award.
  - b. Tangible Property Report (SF-428s). The SF-428 Tangible Personal Property forms must be submitted as described in the General Terms and Conditions.

## EFFECTIVE PERIOD

15. These program specific Supplemental Terms and Conditions are effective on the date shown in the footer at the bottom of the page and will remain in effect until updated. They will be updated and reissued only as needed whenever a new program-specific statute, regulation, or other requirement is enacted or whenever any of the applicable existing Federal statutes, regulations, policies, procedures or restrictions is amended, revised, altered, or repealed.

## POINTS OF CONTACT

16. Points of contact for additional information or questions concerning either the operation of the program or related financial or award matters may be found on the Notice of Award.