

accomplished through the issuance of sub-awards by the funded intermediary organizations to a diverse set of small faith-based and community organizations that seek to increase program and organizational effectiveness. The total amount of sub-awards proposed in an intermediary's application must represent at least 25 percent of the total Federal share requested.

ACF reserves the right to award less than the funds described, in the absence of worthy applications, or under such other circumstances as may be deemed to be in the best interest of the government.

E. Cost Sharing

Applicants must provide a minimum cost share of twenty-five (25) percent of the total Federal funds requested for each 12-month budget period. The non-Federal share may be met by cash or in-kind contributions, although applicants are encouraged to meet the cost share through cash contributions. For example, an applicant requesting \$500,000 in Federal funds would include a cost share of at least \$125,000. The total budget for the applicant's project would therefore be \$625,000. An applicant requesting \$250,000 in Federal funds would include a cost share of \$62,500. The total budget for the applicant's project in this circumstance would therefore be \$312,500.

F. Roles and Responsibilities Under the Cooperative Agreement

Federal Officials' Minimum Responsibilities

1. Promote collaborative relationships and facilitate the exchange of information (e.g., identified technical assistance and training needs, emerging issues, research findings, available resources and model programs) among intermediary organizations funded under this announcement and between the funded intermediaries and other entities or organizations engaged by ACF for purposes related to the Compassion Capital Fund.

2. Provide consultation to each approved intermediary organization with regard to the development of work plans, special issues and concerns and approaches to address problems that arise, and identification of any special focus areas for technical assistance.

3. Sponsor meetings of all technical assistance providers funded under the Compassion Capital Fund demonstration program to promote coordination, information sharing, and

access to resources, training, and learning opportunities.

4. Work together to address issues or problems identified by the intermediary organization, ACF, or others with regard to the applicant's ability to carry out the full range of activities included in the approved application in the most efficient and effective manner.

Applicant's Minimum Responsibilities

1. Develop and implement work plans that will ensure that the services and activities included in the approved application address the needs of faith-based and community organizations in an efficient, effective, and timely manner.

2. Submit regular reports as requested by ACF, but no less frequently than every six months, on sub-awards made with Federal funds that include, at a minimum, the name and description of the organization receiving the sub-award, summary of the purpose of the award (how the funds are to be used), the amount of the award, and the proposed plan for outcomes measurement and program evaluation of the activities that will be supported with sub-award funds made with Federal funds awarded under this announcement.

3. Work collaboratively with ACF officials, other Federal agency officials conducting similar activities, the other intermediary organizations approved under this announcement, and other entities or organizations engaged by ACF to assist in carrying out the purposes of the Compassion Capital Fund program.

4. Ensure that key staff participate in ACF sponsored workshops and meetings.

5. Develop a reporting system and submit required semi-annual progress and financial reports timely and completely. In addition to information about sub-awards as specified in item 2, above, the regular semi-annual reports shall include, at a minimum, information about the technical assistance provided and unduplicated listings of the organizations receiving assistance during the period. Such listings shall include the organization name, type (e.g., faith-based, community), location, a brief description of the organization, and brief summary of the technical assistance provided.

6. Submit timely sub-award plans for approval by Federal staff.

7. Develop, with guidance from and in consultation with ACF, a plan within six months of receipt of award for working with sub-awardees to develop outcome measures and to evaluate the

activities supported by the sub-awards made with Federal funds under this announcement.

Part III. The Review Process

A. Intergovernmental Review

This program is covered under Executive Order 12372, "Intergovernmental Review of Federal Programs," and 45 CFR part 100, "Intergovernmental Review of Department of Health and Human Services Programs and Activities." Under the Order, states may design their own processes for reviewing and commenting on proposed applications for Federal assistance under covered programs.

As of April 8, 2002, the jurisdictions listed below have elected not to participate in the Executive Order process. Applicants from these jurisdictions or for projects administered by Federally recognized Indian Tribes need take no action in regard to Executive Order 12372. Although the jurisdictions listed below no longer participate in the process, grant applicants are still eligible to apply for a grant even if a state, territory, commonwealth, etc. does not have a Single Point of Contact (SPOC).

Alabama; Alaska; Arizona; Colorado; Connecticut; Kansas; Hawaii; Idaho; Indiana; Louisiana; Massachusetts; Minnesota; Montana; Nebraska; New Jersey; New York; Ohio; Oklahoma; Oregon; Palau; Pennsylvania; South Dakota; Tennessee; Vermont; Virginia; Washington and Wyoming.

All remaining jurisdictions participate in the Executive Order process and have established SPOCs. Applicants from participating jurisdictions should contact their SPOCs as soon as possible to alert them of the prospective applications and receive instructions. The applicant must submit all required materials, if any, to the SPOC and indicate the date of the submittal (or the date of contact if no submittal is required) on the Standard Form 424, item 16a. Under 45 CFR 100.8(a)(2), a SPOC has 60 days from the application deadline to comment on proposed new or competing continuation awards. Applicants must submit any required material to the SPOCs as soon as possible so that the Federal program office can obtain and review SPOC comments as part of the award process. A listing of the SPOC for each participating state and territory with contact and address information is available at: <http://www.whitehouse.gov/omb/grants/spoc.html>.