

# **APPENDIX 1**

**REQUEST FOR APPLICATIONS FOR  
CHILDREN'S TRUST FUND  
25-RFA-13772  
Cohort 33  
APPENDIX 1  
PAYMENT PROVISIONS (SAMPLE)**

If selected, the following Payment Provisions will become part of a grant agreement that will be executed at a later date. **Please do not complete or submit at this time.**

The Department agrees to pay the Grantee for the services rendered pursuant to this Grant Agreement as follows:

1. Subject to the availability of state and federal funds and the other terms and conditions of this Grant, the Grantor will pay the Grantee in accordance with the approved budget for the costs in providing the services described in the Work Statement, up to the maximum amount of \$50,000 per year of the grant.

Year One            \$ (Maximum of \$50,000)

Year Two            \$ (Maximum of \$50,000)

Year Three          \$ (Maximum of \$50,000)

Payments will be made according to the following schedule:

Year One

70% of grant award after execution of Agreement,  
20% of grant award after six months from execution of Agreement,  
10% of grant award after receiving Final Quarterly Expenditure Report for Year 1

Year Two

70% of grant award for Year 2 beginning the start of Year 2.  
20% of grant award after six months from start of Year 2.  
10% of grant award after receiving Final Quarterly Expenditure Report for Year 2.

Year Three

70% of grant award for Year 3 beginning the start of Year 3.  
20% of grant award after six months from start of Year 3.  
10% of grant award after receiving Final Quarterly Expenditure Report for Year 3.

2. The Grantee must meet all Program Requirements, as described in Attachment 3, OCDEL Family Support –Children’s Trust Fund – Program Requirements, and all other requirements and deliverables as specified in this RFA. If the Grantee fails to meet any of the requirements, the Grantee shall participate in an improvement plan as outlined in Attachment 3, OCDEL Family Support – Children’s Trust Fund – Program Requirements. If the Grantee fails to meet improvement plan goals by a deadline specified in such improvement plan, the Department may withhold funds, reduce funds, require modification to services via a new work statement, and/or terminate the grant.

3. Grantee must submit quarterly expenditure reports to the Department in a manner prescribed by the Department.
4. The Department will disapprove any expenditures made by the Grantee which are not in accordance with the terms of this Grant Agreement and will adjust payment to the Grantee or seek repayment from the Grantee. Any duplication of payment requests for services rendered under this grant may result in termination of this Grant Agreement by the Department.
5. Indirect Costs are limited to 10% of the total grant amount.
6. Grantee shall maintain all grant funds in an interest-bearing account. The grantee shall account for all interest earned on the payments made under this grant, and interest must be used to enhance the services provided under this Grant Agreement or be returned to the Department.
7. This grant is subject to audit in accordance with the Audit Clause, attached as part of Appendix 4. In addition to the standard audit requirements, the Grantee must comply with agreed upon procedures that provide for the presentation of functional schedules specific to CTF grant revenues and expenditures. These procedures provide for independent verification of the expenditures as reported by the grant recipient. Finally, these procedures and related schedules must be based upon the grant budget and invoice format already provided.
8. At the beginning of each new grant year, the CTF Board may conduct a review of the previous grant year to determine whether to continue the grant for the second and third grant years, before payments are initiated.
9. The CTF Board reserves the right, through a majority vote, to withhold payment or to terminate a contract at any time based on a failure to meet program and/or fiscal reporting requirements.