



June 10, 2021

Dear Grant Authorized Representatives and Program Contacts:

Congratulations on being awarded a *YouthBuild* grant. The U.S. Department of Labor (DOL), Employment and Training Administration (ETA) looks forward to working with you throughout the life of your grant. **The official start date of your grant is July 1, 2021.** We wanted to share important information with you about what to expect in the coming weeks.

DOL/ETA's Office of Grants Management, in conjunction with the YouthBuild program office, have completed a thorough review of your budget documents to ensure that you are in compliance with the requirements outlined in the Funding Opportunity Announcement (FOA) including, but not limited to:

- Confirming the EIN and DUNS information
- Verifying the budget
- Reviewing Construction Plus documentation
- Finalizing work site forms (ETA-9143)
- Clarifying other concerns deemed appropriate by the Grant Officer

Based on this review, you may find special conditions in your grant award, also known as the Notice of Award (NOA), that require further action within 30 days from the official start date of your award. You should pay close attention to these special conditions to ensure that they are resolved satisfactorily in a timely manner.

The NOA includes vital information such as the Statement of Work (SOW), operating budget, and applicable Federal laws and regulations under which this grant will be required to comply. Please note that your project narrative is incorporated as the SOW in your grant award. When you receive the NOA, please review it carefully. **If there is a discrepancy between the SOW or other elements of the awarded application and any DOL guidance or cost principle, the DOL guidance or cost principle will prevail.** You, as the grant recipient, are responsible for ensuring that costs charged to the grant are allowable, allocable, and reasonable and in accordance with the applicable Federal laws and regulations.

The NOA will also include the name and contact information of the Federal Project Officer (FPO) assigned to your grant. Your FPO will be your primary contact throughout the entire period of performance of your grant and will be available to assist you with any questions or issues that you may encounter. In addition to monitoring and oversight, your FPO will initiate modifications to your grant, as needed.

***Equipment Purchase:*** Grantees must receive prior approval from the DOL/ETA Grant Officer for the purchase and/or lease of any equipment with a per-unit acquisition cost of \$5,000 or more, and a useful life of more than one year (this includes the purchases of Automatic Data Processing equipment). The grant award does not provide approval for equipment even if it is specified in a grantee's Statement of Work (SOW) unless specifically approved in the grant award execution letter by the Grant Officer. To obtain approval, the grantee must submit to your FPO a detailed equipment purchase list with descriptions for review. The equipment purchase list must include the item name as well as a description of the item, item cost (actual or estimated), estimated useful life of the equipment, and the purpose of the acquisition.

We strongly encourage grantees to submit equipment purchase requests as early as possible in the grant's period of performance for as many planned pieces of equipment as possible.

**Indirect Cost Rate/Cost Allocation Plan:** If an Indirect Cost Rate (ICR) or Cost Allocation Plan (CAP) is required, your organization must have or obtain a current approved Negotiated ICR Agreement or CAP and it must remain current during the life of your grant. Grantees must comply with this requirement as outlined in the grant award or no indirect costs will be allowed for the grant. If this provision applies to your organization, please check your package immediately and follow the instructions outlined in your grant award, titled "Indirect Cost and Cost Allocation Plan," to begin the process of understanding your responsibility in this regard.

**Payment Management System:** The grant award and associated attachments contain essential information on how to access funds by creating an ETA Payment Management System Account.

**Upcoming Grantee Orientation:** A series of pre-recorded pre-New Grantee Orientation (NGO) webinars will be shared with grantees through a separate email communication. These webinars will cover important topics such as understanding your grant award package; using your planning period for program success; understanding the Construction Plus Framework, if applicable; and COVID-19 targeted programming practices and resources. Please be on the lookout for the pre-NGO webinars announcement email from [youth.build@dol.gov](mailto:youth.build@dol.gov) (and please make sure to set [youth.build@dol.gov](mailto:youth.build@dol.gov) as a safe email address to avoid having important announcements go to your spam or junk folder). Additional information will be shared with you as available. These announcement emails will be sent to the Authorized Representative and Contact on file (the same recipient(s) of this email). We strongly encourage full participation from all relevant staff on these technical assistance webinars and other upcoming events.

**Updating Program Contact Information:** ETA will need contact information for the key individuals who will be working on this grant project as soon as possible. This staff should be directly involved in the day-to-day operations of the program. They will receive all future communications regarding the New Grantee Orientation, as well as any necessary policy guidance or other important information from the Division of Youth Services as it pertains to your program or grant award. Please send this contact information in an email to [youth.build@dol.gov](mailto:youth.build@dol.gov) with the subject heading, "**YouthBuild FOA-ETA-21-04 - Contact Information**" and include:

- the name of your grant organization,
- grant number, and
- the following information for each key staff program contact: name; title; address; telephone number; and email address.

We recommend that you have at least one primary programmatic point of contact in addition to those indicated on the SF-424 in the application you submitted. Please be sure to identify if the contact information provided is in addition to the existing contacts (for previously-funded grant recipients), and/or if those identified on the SF-424 should be replaced. Please be sure to also add the domain "@dol.gov" to your network safety list to ensure you receive all communications from the grant office, program office, and regional FPOs as communications will be arriving electronically.

If you have any questions about your grant award package, please contact Aiyana Pucci via email at [pucci.aiyana.@dol.gov](mailto:pucci.aiyana.@dol.gov). Again, congratulations on your Program Year 2020 YouthBuild grant award.

Sincerely,



Brinda Ruggles  
Grant Officer

**U.S. DEPARTMENT OF LABOR  
EMPLOYMENT AND TRAINING  
ADMINISTRATION (DOL/ETA)**

**NOTICE OF  
AWARD (NOA)**

Under the authority of the *Workforce Innovation and Opportunity Act, P.L. 113-28*, this grant or agreement is entered into between the above named **Grantor Agency** and the following named **Awardee**, for a project entitled - **YouthBuild**.

**Name & Address of Awardee:**  
DeKalb County Government  
1300 Commerce Drive  
Decatur, GEORGIA 30030-3222

**Federal Award Id. No. (FAIN):** YB-36485-21-60-A-13  
**CFDA #:** 17.274- YouthBuild  
**Amount:** \$949,811.00  
**EIN:** 586000814  
**DUNS #:** 061420535

**Accounting Code:** 1630-2021-0501742021BD202101740005205YB000A0000AOWI00AOWI00-A90200-410023-ETA-DEFAULT TASK-

**Payment Management System DOC#:** YB36485W21

The Period of Performance shall be from **July 01, 2021 thru October 31, 2024**.  
Total Government's Financial Obligation is **\$949,811.00** (unless other wise amended).

Payments will be made under the Payments Management System, and can be automatically drawn down by the awardee on an as needed basis covering a forty-eight (48) hour period.

**CONDITIONALLY APPROVED FUNDING** This grant award is funded in the amount specified above; however, is conditionally approved with an initial increment of \$80,000. This constitutes a Partial Notice to Proceed. Release of additional funds up to the amount approved for your project will be based on your ability to address the condition(s) of the award. The grantee is not authorized to incur costs above \$80,000. Response to Conditions 1 and 2 outlined on the following pages must be submitted to the Federal Project Officer (FPO) assigned to your grant. Please note that submission of the requested information does not in itself constitute approval by the U.S. Department of Labor, Employment and Training Administration. Final approval must be given by the Grant Officer. When the provided documentation resolved the condition(s) of the award, a Full Notice to Proceed will be incorporated into your grant agreement as an official modification and additional funds will be released. Questions pertaining to your submission responding to these conditions should be directed to your FPO.

In performing its responsibilities under this grant agreement, the awardee hereby certifies and assures that it will fully comply with all applicable Statute(s), and the following regulations and cost principles, including any subsequent amendments:

**Uniform Administrative Requirements, Cost Principles, and Audit Requirements:**

2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements; Final Rule 2 CFR Part 2900; DOL Exceptions to 2 CFR Part 200;

**Other Requirements (Included within this NOA):**

Condition(s) of Award (if applicable)  
Federal Award Terms, including attachments

**Contact Information**

The Federal Project Officer (FPO) assigned to this grant is Eric Dent. Eric Dent will serve as your first line point of contact and can be contacted via e-mail - [dent.eric@dol.gov](mailto:dent.eric@dol.gov). If your FPO is not available, please call your Regional Office at 404-302-5300 for assistance.

The awardee's signature below certifies full compliance with all terms and conditions as well as all applicable Statutes(s), grant regulations, guidance, and certifications.

Signature of Approving Official - **AWARDEE**

Signature of Approving Official - **DOL / ETA**

**See SF-424 for Signature  
No Additional Signature Required**



**BRINDA RUGGLES**, June 14, 2021  
GRANT Officer