You have received a grant award from the Minnesota Department of Health (MDH). Information about the grant award, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this cover sheet.

**DATE:**

**ATTACHMENT:** Grant Project Agreement

**CONTACT FOR MDH:**

<table>
<thead>
<tr>
<th>Grant Agreement Information</th>
<th>Funding Information</th>
</tr>
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<tbody>
<tr>
<td>Grantee SWIFT Information</td>
<td>Grant Agreement/Project Agreement Number:</td>
</tr>
<tr>
<td>Name of MDH Grantee:</td>
<td>Total Grant Funds (all funding sources): $</td>
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<th>Period of Performance Start Date:</th>
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<tbody>
<tr>
<td>Grantee SWIFT Vendor Number:</td>
<td>Total State Grant Funds: $</td>
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<tr>
<td>SWIFT Vendor Location Code:</td>
<td>Total Federal Grant Funds: $</td>
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Minnesota Department of Health

Minnesota Community-Based Suicide Prevention Grant Project Agreement
This Grant Project Agreement, and amendments and supplements, is between the State of Minnesota, acting through its Commissioner of Health ("STATE") and xx, an independent organization, not an employee of the State of Minnesota, address xx, ("GRANTEE").

1. Under Minnesota Statutes 144.0742, the STATE is empowered to enter into a contractual agreement for the provision of statutorily prescribed public health services;

2. The STATE and the GRANTEE have entered into Grant Contract number xx ("Grant Contract") effective July 1, 2019 or subsequent Grant Contracts and amendments and supplements thereto;

3. The STATE, pursuant to Minnesota Statutes xx is empowered to xx; and

4. The GRANTEE represents that it is duly qualified and willing to perform the duties described in this grant project agreement to the satisfaction of the STATE. Pursuant to Minnesota Statutes Section 16B.98, subdivision 1, the GRANTEE agrees to minimize administrative costs as a condition of this grant.

NOW, THEREFORE, it is agreed:

1. **Incorporation of Grant Contract.** All terms and conditions of the Grant Contract are hereby incorporated by reference into this grant project agreement.

2. **Term of Agreement.**

   2.1 **Effective date.** This grant project agreement shall be effective on xx, or the date the STATE obtains all required signatures under Minnesota Statutes 16B.98. Subd. 5(a), whichever is later. The GRANTEE must not begin work until this contract is fully executed and the State’s Authorized Representative has notified the GRANTEE that work may commence.

   2.2 **Expiration date.** xx, or until all obligations have been fulfilled to the satisfaction of the STATE, whichever occurs first, except for the requirements specified in this grant project agreement with completion dates which extend beyond the termination date specified in this sentence.

3. **Grantee’s Duties and Responsibilities.** The GRANTEE shall:

4. **Consideration and Payment.**

   4.1 **Consideration.** The STATE will pay for all services performed by the GRANTEE under this grant project agreement as follows:

   (a) **Compensation.** The GRANTEE will be paid

   (b) **Total Obligation.** The total obligation of the STATE for all compensation and reimbursements to the GRANTEE under this grant project agreement will not exceed xx dollars ($0.00).
(c) **Budget Modifications.** Modifications greater than 10 percent of any budget line item in the most recently approved budget (listed in 4.1(a) or incorporated in Exhibit B) requires prior approval from the STATE and must be indicated on submitted reports. Failure to obtain prior approval for modifications greater than 10 percent of any budget line item may result in denial of modification request and/or loss of funds. Modifications equal to or less than 10 percent of any budget line item are permitted without prior approval from the STATE provided that such modification is indicated on submitted reports and that the total obligation of the STATE for all compensation and reimbursements to the GRANTEE shall not exceed the total obligation listed in 4.1(b) or Exhibit B.

4.2 **Terms of Payment.**

(a) **Invoices.** The State will promptly pay the GRANTEE after the GRANTEE presents an itemized invoice for the services actually performed and the STATE’s Authorized Representative accepts the invoiced services. Invoices must be submitted in a timely fashion and according to the following schedule:

(b) **Matching Requirements.** GRANTEE certifies that the following matching requirement, for the grant, will be met by GRANTEE:

5. **Conditions of Payment.** All services provided by GRANTEE pursuant to this grant project agreement must be performed to the satisfaction of the State, as determined in the sole discretion of its Authorized Representative. Further, all services provided by the GRANTEE must be in accord with all applicable federal, state, and local laws, ordinances, rules and regulations.

6. **Ownership of Equipment.** The STATE shall have the right to require transfer of all equipment purchased with grant funds (including title) to the STATE or to an eligible non-STATE party named by the STATE. This right will normally be exercised by the STATE only if the project or program for which the equipment was acquired is transferred from one grantee to another.

7. **Authorized Representatives.**

7.1 **STATE’s Authorized Representative.** The STATE’s Authorized Representative for purposes of administering this grant project agreement is Amy Lopez, or her successor, and has the responsibility to monitor the GRANTEE’s performance and the final authority to accept the services provided under this grant project agreement. If the services are satisfactory, the STATE’s Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2 **GRANTEE’s Authorized Representative.** The GRANTEE’s Authorized Representative is xx, or his/her successor. The GRANTEE’s Authorized Representative has full authority to represent the GRANTEE in fulfillment of the terms, conditions, and requirements of this agreement. If the GRANTEE selects a new Authorized Representative at any time during this grant project agreement, the GRANTEE must immediately notify the STATE.

8. **Termination.**

8.1 **Termination by the STATE or GRANTEE.** The STATE or GRANTEE may cancel this grant project agreement at any time, with or without cause, upon thirty (30) days written notice to the other party.
8.2 *Termination for Cause.* If the GRANTEE fails to comply with the provisions of this grant project agreement, the State may terminate this grant project agreement without prejudice to the right of the STATE to recover any money previously paid. The termination shall be effective five business days after the STATE mails, by certified mail, return receipt requested, written notice of termination to the GRANTEE at its last known address.

8.3 *Termination for Insufficient Funding.* The STATE may immediately terminate this grant project agreement if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this grant project agreement. Termination must be by written (e-mail, facsimile or letter) notice to the GRANTEE. The STATE is not obligated to pay for any work performed after notice and effective date of the termination. However, the GRANTEE will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The STATE will not be assessed any penalty if this grant project agreement is terminated because of the decision of the Minnesota legislature, or other funding source, not to appropriate funds. The STATE must provide the GRANTEE notice of the lack of funding within a reasonable time of the STATE receiving notice of the same.

9. **Publicity.** Any publicity given to the program, publications, or services provided from this grant project agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the GRANTEE or its employees individually or jointly with others, or any subgrantees shall identify the STATE as a sponsoring agency and shall not be released, unless such release is approved in advance in writing by the STATE’S Authorized Representative.

10. **Other Provisions.**
APPROVED:

1. **GRANTEE**
   
   The Grantee certifies that the appropriate persons(s) have executed the project agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

2. **STATE AGENCY**
   
   Project Agreement approval and certification that STATE funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

By: _______________________________  By: _______________________________

Title: _______________________________  Title: _______________________________

Date: _______________________________  Date: _______________________________

By: _______________________________

Title: _______________________________

Date: _______________________________

**Distribution:**

- MDH (Original fully executed Grant Project Agreement)
- Grantee
- State Authorized Representative
Exhibit A: Work Plan

Exhibit B: Budget