



FY26 DHHS Sub-Award Agreement

Date of Issuance: July 1, 2025

Organization: **Gaston County – The Lighthouse CAC**

The State of North Carolina has appropriated \$10,000,000 for accredited and provisional Children's Advocacy Centers in compliance with accreditation standards and as such are in good standing with Children's Advocacy Centers of North Carolina (CACNC). These funds were awarded to support the cost of services provided by CACNC and local Children's Advocacy Centers.

Your organization, as a Sub-Award recipient of this funding, will receive up to \$147,415 for expenses related to services provided July 1, 2025 – June 30, 2026. CACNC maintains the state contract for these funds on your behalf.

The funding sources for this award are as follows:

CFDA# 93.669 Child Abuse & Neglect State Grants (.18%)
CFDA# 93.558 Temporary Assistance to Needy Families (15.82%)
 State funding (84%)

The Letter of Agreement outlines the requirements for this funding. Before signing the document, please carefully review each item to ensure that your organization can comply with all the requirements.

Initial m Requirements

- Participating organization must (An Authorized Agent must initial each line below):
- ☒ **Initial** MR - Remain in good standing as members of CACNC and NCA and maintain accreditation with NCA.
 - ☒ **Initial** MR - Provide services described in the contract budget and budget narrative.
 - ☒ **Initial** MR - Submit to CACNC and maintain a copy of all required signed and notarized certification documents.
 - ☒ **Initial** MR - Maintain financial records documenting all expenditures charged to the grant with proof of payment to be reviewed during the annual grant review.
 - ☒ **Initial** MR - Upon request, submit fiscal documentation to CACNC to document proof of payment, to include copies of canceled checks and/or bank statements.
 - ☒ **Initial** MR - Submit most recent audit or financial review and all related correspondence from the auditor, to include management letter comments if applicable.

Evaluation Requirements

- Participating organization will submit the following reports to CACNC (An Authorized Agent must initial each line below):
- ☒ **Initial** MR - NCA statistical reports must be submitted electronically to CACNC by 5pm on January 15, 2026, and July 15, 2026.
 - ☒ **Initial** MR - Based upon your signed OMS Agreement on file with CACNC, the organization fully understands and will administer and record with fidelity all survey and outcome indicators by stated deadlines.

Disbursement and Use of Funds

Actual payments will be made upon timely submission, review and approval of reports and appropriate documentation regarding expenditure of funds. Reimbursement will be disbursed to Sub-Awardees within 10 days of receipt of reimbursement funds from NC DHHS.

- Sub-Awardees must complete, sign, and submit monthly a 1571 form to CACNC *no later than the 5th day of the month following the billing month, along with supporting fiscal documentation of expenses billed. All forms must be signed by an approved Financial Officer.* A copy of this 1571 form will be submitted by CACNC to the NC Division of Social Services.
- Sub-award funds must be used for personnel costs and other prior approved budget costs.
- One budget modification is allowable per contract year and an updated Budget Narrative must be submitted to CACNC for review and approval no later than Friday, March 13, 2026.
- If, for any reason, your center is unable to spend all your sub-award funds by June 30, 2026, you must notify CACNC by February 15, 2026, so that CACNC can reallocate these funds. Failure to properly spend or notify CACNC of an inability to spend your funds, which results in the forfeiture of funds, may jeopardize future statewide contracts, to include your center.
- Accredited Children's Advocacy Centers must sign and have on file the following State Certifications: (1) a copy of their Board Approved Conflict of Interest Policy, signed Conflict of Interest Acknowledgement form and a Conflict of Interest Annual Verification, (2) Authorization of Signatures form, (3) State & Federal Certification Forms, (4) signed statement on the organization's letterhead certifying that they have No Overdue Taxes at any level of government, (5) their IRS 501(c)3 verification letter or tribal status, and (6) Proof of Insurance.


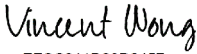
Each Sub-Awardee must follow all Certifications regarding (1) Nondiscrimination, (2) Drug-Free Workplace Requirements, (3) Environmental Tobacco Smoke, (4) Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions and (5) Federal Lobbying.

Successful completion of the grant program is defined as meeting or exceeding all program and evaluation requirements as outlined in the agreement. Current and future contract funds will be withheld or reduced from any organization that is found to not be in full compliance with the organizational, program or evaluation requirements of this contract.

EXECUTING THIS AGREEMENT

This Agreement is between Children's Advocacy Centers of North Carolina, Inc. (as Lead Agency) and your accredited Children's Advocacy Center. This Letter of Agreement is not to be altered and the original is to be signed within 10 days of issuance and returned electronically via DocuSign, emailed to Angie@cacnc.org or mailed to CACNC, PO Box 1020, Graham, NC 27253.

On behalf of Gaston County, the undersigned verify that this Letter of Agreement has been carefully reviewed and that our accredited Children's Advocacy Center will comply with all the requirements of the contract as outlined in this document.

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| Signed by: | | |
|  | | 8/29/2025 |
| DAC788E942884CD... | | |
| SIGNATURE, Gaston County – Manager | | Date |
| Signed by: | | |
|  | Deputy County Manager | 9/2/2025 |
| EFCC911D30D2457... | | |
| SIGNATURE, Gaston County | | Date |



Executive Director, CACNC

July 1, 2025