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The 2019 Tribal Youth Diversion Grant Request for Proposals (RFP) includes requirements that apply to non-governmental, community-based organizations that subcontract with the grantee to implement the proposal. Grantees are responsible for ensuring that all contracted third parties continually meet these requirements as a condition of receiving any Tribal Youth Diversion Grant funds. The RFP describes these requirements as follows:

Any Non-Governmental Organization which receives Tribal Youth Diversion Grant funds must:

* Have been duly organized, in existence, and in good standing for at least six months prior to the effective date of its fiscal agreement with the TYD grantee. Non-governmental entities that have recently reorganized or have merged with other qualified non-governmental entities that were in existence prior to the six-month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the grant agreement with the BSCC or the grantee-subcontractor fiscal agreement.
* Be registered with the California Secretary of State’s Office, if applicable;
* Have a valid business license, Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship);
* Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and
* Have an address.

In the table below, provide the name of the Grantee and list all contracted parties.

**Grantee:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Contracted Party** | **Address** | **Email / Phone** | **Meets All Requirements** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |
|  |  |  | **Yes ☐ No ☐** |

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Grantees are required to update this list and submit it to BSCC any time a new third-party contract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the Tribal Youth Diversion RFP. These records will be subject to the records and retention language found in Appendices A and C of the Standard Agreement.

Unless prior approval is obtained, the BSCC prohibits disbursement or reimbursement to any NGO that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

**A signature below is an assurance that all requirements**

**listed above have been met.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AUTHORIZED SIGNATURE**  **(This document must be signed by the person who is authorized to sign the Grant Agreement.)** | | | | |
| NAME OF AUTHORIZED OFFICER | TITLE | | | TELEPHONE NUMBER |
|  |  | | |  |
| STREET ADDRESS | CITY | STATE | ZIP CODE | |
|  |  |  |  | |
| EMAIL ADDRESS | | | | |
|  | | | | |
| SIGNATURE | | | DATE | |
| x | | |  | |