State Project/Program: NORTH CAROLINA COMPREHENSIVE CANCER PROGRAM

U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND PREVENTION


State Authorization: N/A

N. C. Department of Health and Human Services
Division of Public Health

Agency Contact Person – Program
Debi Nelson, Branch Head
Cancer Prevention & Control Branch
(919) 707-5155
Debi.Nelson@dhhs.nc.gov

Agency Contact Person – Financial
Judith McDermott
Chief Budget Officer
(919) 707-5080
Judith.McDermott@dhhs.nc.gov

N. C. DHHS Confirmation Reports:
SFY 2014 audit confirmation reports for payments made to Counties, Managed Care Organizations (MCOs or, formerly, Local Management Entities), Boards of Education, Councils of Government, District Health Departments and DHSR Grant Subrecipients will be available by early September at the following web address: http://www.ncdhhs.gov/control/auditconfirms.htm. At this site, click on the link entitled “Audit Confirmation Reports (State Fiscal Year 2013-2014)”. Additionally, audit confirmation reports for Nongovernmental entities receiving financial assistance from the DHHS are found at the same website except select “Non-Governmental Audit Confirmation Reports (State Fiscal Years 2012-2014)”. The auditor should not consider the Supplement to be “safe harbor” for identifying audit procedures to apply in a particular engagement, but the auditor should be prepared to justify departures from the suggested procedures. The auditor can consider the Supplement a “safe harbor” for identification of compliance requirements to be tested if the auditor performs reasonable procedures to ensure that the requirements in the Supplement are current. The grantor agency may elect to review audit working papers to determine that audit tests are adequate.

Auditors may request documentation of monitoring visits by the State Agencies.
I. PROGRAM OBJECTIVES

In 2006, cancer became the leading cause of death in North Carolina, surpassing heart disease. The North Carolina Comprehensive Cancer Program (NCCCP) is a federally funded program provided through the Centers for Disease Control and Prevention (CDC). The NCCCP is required to develop and implement a collaborative process through which a community pools resources to reduce the burden of cancer that results in risk reduction, early detection, better treatment, and enhanced survivorship. These efforts should encourage healthy lifestyles, promote recommended cancer screening guidelines and tests, increase access to quality cancer care, and improve the quality of life for cancer survivors. The programs are also required to assess current cancer burdens and health disparities and to assess the existing initiatives, capacity, coalitions/partnerships, and infrastructure in the State. In order to accomplish these objectives, the program must reach out to local and regional partners working on cancer issues.

Primary Program Activities include the following:

- Provision of professional and public education to improve prevention, detection and control of cancer.
- Collaboration with communities to foster cancer control through State and regional advisory councils, coalitions and committees.
- Promotion of partnerships and collaboration with agencies, health facilities and educational institutions to actively work toward the goals and objectives of the Comprehensive Cancer Plan.

Through this joint effort the American Cancer Society, South Atlantic Division (ACS) and the NCCCP will work together to reduce the burden of cancer on the citizens of North Carolina.

II. PROGRAM PROCEDURES

The NCCCP is funded through the U. S. Department of Health and Human Services, Centers for Disease Control and Prevention, through Funding Opportunity Number CDC-RFA-DP12-1205, Award # 1 U58 DP003933-02. The project title is Cancer Prevention and Control Program for State Territorial & Tribal Organizations. Recipients of funding can include cancer centers, universities, national-recognized health organizations, and community-based agencies. The project period runs for five years, from June 30, 2012 to June 29, 2017. This grant encompasses three separate programs, the National Comprehensive Cancer Control Program, the National Breast and Cervical Cancer Early Detection Program, and the National Program of Cancer Registries. The NCCCP facilitates community-clinical linkages in order to build support for interventions for NC citizens with, or at risk for, chronic disease. In addition, NCCCP focuses on the implementation of policy, systems, and environmental approaches that will ultimately prevent and reduce the burden of cancer in NC. The NCCCP has a 10% cost sharing requirement which is met by the means of State appropriations. Subrecipients have no cost sharing or matching requirements under any of the programs.
III. COMPLIANCE REQUIREMENTS

A. ACTIVITIES ALLOWED OR UNALLOWED

CDC funds must be used for:

• Staff salaries, wages and fringe benefits
• Educational and promotional materials
• Education of community leaders, health care professionals and decision makers
• Convening interested groups
• Printing
• Travel in State

CDC funds cannot be used for:

• Capital expenditures
• To supplant funds from federal or State sources
• To provide direct health care services
• To support or engage in any effort to participate in political activities or lobbying
• Payment of non-program related debts, fines or penalties
• Contributions to a contingency fund
• Membership fees
• Interest or other financial payments
• Travel and meals in excess of the health department or current North Carolina State rates
• Any expenditure that may create a conflict of interest or a perception of impropriety

B. ALLOWABLE COSTS/COST PRINCIPLES

All grantees that expend State funds (including federal funds passed through the N. C. Department of Health and Human Services) are required to comply with the cost principles described in the N. C. Administrative Code at 09 NCAC 03M .0201. Basic Considerations, Indirect Costs, Direct Costs, Allowable Costs, and Unallowable Costs may be found in the latest version of the federal Office of Budget and Management (OMB) Circular 122 or OMB Circular A-87 available from the OMB website at www.whitehouse.gov/OMB/circulars.

C. CASH MANAGEMENT

Funds are granted on a reimbursement basis and no testing is required at the local level.

D. DAVIS-BACON ACT

N/A

E. ELIGIBILITY

There are no eligibility requirements. Services and activities are intended for the specific groups listed in the contract.

F. EQUIPMENT AND REAL PROPERTY MANAGEMENT

Prior approval is required from the program for any equipment, computer purchases and disposition of the equipment in accordance with State laws and procedures.

G. MATCHING, LEVEL OF EFFORT, EARMARKING

The State has a 10% cost sharing requirement. The State must provide cost sharing funds in an amount not less than 10% of the federal funds awarded for this program.
H. PERIOD OF AVAILABILITY OF FEDERAL FUNDS

Funds are available through June 29, 2014.

I. PROCUREMENT AND SUSPENSION AND DEBARMENT

All grantees that expend federal funds (received either directly from a federal agency or passed through the N. C. Department of Health and Human Services) are required to conform to federal agency codifications of the grants management common rule accessible on the Internet at [http://www.whitehouse.gov/omb/grants/chart.html](http://www.whitehouse.gov/omb/grants/chart.html).

All grantees that expend State funds (including federal funds passed through the N. C. Department of Health and Human Services) are required to comply with the procurement standards described in the North Carolina General Statutes and the North Carolina Administrative Code, which are identified in the State of North Carolina Agency Purchasing Manual accessible on the Internet at [http://www.doa.state.nc.us/PandC/agpurman.htm#P6_65](http://www.doa.state.nc.us/PandC/agpurman.htm#P6_65).

Non-federal entities are prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred.

J. PROGRAM INCOME

N/A

K. REAL PROPERTY ACQUISITION AND RELOCATION ASSISTANCE

N/A

L. REPORTING

Contractor must submit monthly expenditure reports for reimbursement. Contractors must adhere to stipulations specific within their contractual agreement. Federal mandates must be followed along with performance measures and scope of work agreed upon by both the entity and the State of North Carolina. Funding awarded for special community activities must assist NCCCP with meeting deliverables and initiatives outlined in the work plan for the Cancer Prevention and Control Program for State, Territorial & Tribal Organizations grant.

M. SUBRECIPIENT MONITORING

A contractor shall not subcontract any of the work contemplated under this contract without obtaining prior written approval from the Division. Any approved subcontract shall be subject to all conditions of the original contract. NCCCP has a specific monitoring program in place to oversee all contract activity.

N. SPECIAL TESTS AND PROVISIONS

CONFLICT OF INTEREST AND CERTIFICATION REGARDING NO OVERDUE TAX DEBTS

Compliance Requirement – All non-State entities (except those entities subject to the audit and other reporting requirements of the Local Government Commission) that receive, use or expend State funds (including federal funds passed through the N. C. Department of Health and Human Services) are subject to the financial reporting requirements of G. S. 143C-6-23 for fiscal years beginning on or after July 1, 2007. These requirements include the submission of a Notarized Conflict of Interest Policy (see G. S. 143C-6-23(b)) and a written statement (if applicable) that the entity does not have any overdue tax debts as defined by


G. S. 105-243.1 at the federal, State or local level (see G. S. 143C-6-23(c)). All non-State entities that provide State funding to a non-State entity (except any non-State entity subject to the audit and other reporting requirements of the Local Government Commission) must hold the subgrantee accountable for the legal and appropriate expenditure of those State grant funds.