



## MISSOURI DEPARTMENT OF PUBLIC SAFETY OFFICE OF THE DIRECTOR



### Water Safety and Swim Lessons Grant (WSSL) Certified Assurances

The recipient hereby assures and certifies compliance with all the following certified assurances:

#### **General:**

1. **Governing Directives:** The recipient assures that it shall comply, and all its contractors as applicable shall comply, with the applicable provisions of the "WSSL Notice of Funding Opportunity", the "DPS Financial and Administrative Guide", information bulletins, and other applicable state laws or regulations.
2. **Compliance Training:** As a recipient of state funds, the recipient is required to participate in any applicable Compliance Training hosted by the Missouri Department of Public Safety. The Compliance Training may be hosted in-person or as a webinar to provide post-award information to include, but not limited to, award acceptance, project implementation, reporting requirements, award changes, civil rights compliance, monitoring responsibilities, record retention, internal controls, and accounting responsibilities.
3. **Award Adjustments:** The recipient understands that any deviation from the approved award must have prior approval from the Missouri Department of Public Safety. No additional funding shall be awarded to a recipient (unless specifically notified by the Missouri Department of Public Safety of additional funding being awarded), but changes from one budget line to another budget line may be possible if the request is allowable and within the scope of the guidelines. Prior approval must be requested via the 'Subaward Adjustment' component of WebGrants.
4. **Monitoring:** The recipient agrees to maintain the records necessary to evaluate the effectiveness of the project. In addition, the recipient assures that all documentation or records relating to this award shall be made available to monitoring representatives of the Missouri Department of Public Safety, the Office of Missouri State Auditor, or any of their authorized representatives immediately upon request. The recipient assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety shall prescribe, will be provided to assure fiscal control, proper management, civil rights compliance and efficient disbursement of funds received under this award.
5. **Fair Labor Standards Act:** All recipients of state and/or federal funds will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act.

#### **Financial:**

1. **Fund Availability:** The recipient understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. It is understood and agreed upon that, in the event funds from state sources are not appropriated and continued at an aggregate level sufficient to cover the costs under this award, or in the event of a change in state law relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
2. **Release of Funds:** The recipient acknowledges no funds will be disbursed under this award until such time as all required documents are signed by the Recipient Authorized Official and

Recipient Project Director and returned to the Missouri Department of Public Safety for final review and signature by the Director or his/her designee.

3. **Financial Reporting Requirements:** The recipient agrees to complete and submit any financial reports required for this program as outlined in the WSSL Compliance Workshop. Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the award.
4. **Procurement:** The recipient assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner to provide maximum open and free competition. In addition, the recipient assures that all procurement transactions will meet the minimum standards set forth in the “DPS Financial and Administrative Guidelines” and identified here:
  - (a) All quotations and the rationale behind the selection of a source of supply shall be retained, attached to the purchase order copy, and placed in the accounting files.
  - (b) Purchases to a single vendor totaling less than \$10,000 may be purchased with prudence on the open market.
  - (c) Purchases estimated to total between \$10,000 but less than \$100,000 to a single vendor, must be competitively bid, but need not be solicited by mail or advertisement.
  - (d) Purchases with an estimated total of \$100,000 or over to a single vendor shall be advertised for bids in at least two daily newspapers of general circulation in such places as are most likely to reach prospective bidders at least five days before bids for such purchases are to be opened.
  - (e) Where only one bid or positive proposal is received, it is deemed to be sole source procurement.
  - (f) Sole source procurement on purchases to a single vendor of \$10,000 and over requires prior approval from the Missouri Department of Public Safety.
5. **Suspension/Termination of Award:** The Missouri Department of Public Safety reserves the right to suspend or terminate any award entered into as a result of this award at its sole discretion and without penalty or recourse by giving written notice to the recipient of the effective date of suspension or termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the recipient under the award shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri.

In the event an award is suspended or permanently terminated, the Missouri Department of Public Safety may take action as deemed appropriate to recover any portion of the award funds remaining or an amount equal to the portion of the award funds wrongfully used.
6. **Enforceability:** If a recipient fails to comply with all applicable state requirements governing these funds, the State of Missouri may withhold or suspend, in whole or in part, funds awarded under the award, or recover misspent funds following an audit. This provision is in addition to all other remedies provided to the State of Missouri for recovery of misspent funds available under all applicable state and federal laws.

**Programmatic:**

1. **Data Reporting Requirements:** The recipient agrees to complete and submit any data or statistical reports required for this program as requested from DPS. Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the award.