



Minnesota Department of Public Safety (“State”) Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	Grant Program: Crime Victim Services 2022 Grant Contract Agreement No.: A-CVS-2022-HOUSTWOM-070
Grantee: Bluff Country Family Resources 114 Main Street PO Box 294 Hokah, Minnesota 55941	Grant Contract Agreement Term: Effective Date: 10/1/2021 Expiration Date: 9/30/2023
Grantee’s Authorized Representative: Erin Woods, Executive Director Bluff Country Family Resources PO Box 294 Hokah, Minnesota 55941 (507) 894-2676 Bcfr.erin@goacentek.net	Grant Contract Agreement Amount: Original Agreement \$491,962.00 Matching Requirement \$0.00
State’s Authorized Representative: Casey Cashman, Grant Manager Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139 (651) 201-7352 Casey.cashman@state.mn.us	Federal Funding: CFDA 16.575 \$354,048 FAIN: 2019V2GX0033, 2020V2GX0018 State Funding: Minnesota Session Laws of 2021, 1 st Special Session, Chapter 11, Article 1, Section 14, Subdivision 7 Special Conditions: Attached and incorporated into this grant contract agreement. See page 3.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subd. 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Crime Victim Services 2022 Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota, 55101-2139. The Grantee shall also comply with all requirements referenced in the Crime Victim Services 2022 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-CVS-2022-HOUSTWOM-070 / 3-76294

Project No.(indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative



Special Conditions

1. Time limitations on funding use:

Federal funding

\$30,639.00 is available from October 1, 2021 through September 30, 2022.

\$141,793.00 is available from October 1, 2021 through September 30, 2023.

\$181,616.00 is available from October 1, 2021 through September 30, 2023. It is only available to the Grantee to spend upon receipt of funds from the US Department of Justice and notification from the State.

State funding

\$68,957.00 is available from October 1, 2021 through June 30, 2023.

\$68,957.00 is available from July 1, 2022 through September 30, 2023.

2. Special Duties:

\$258,218 for domestic violence services in Houston County.

\$233,744 for sexual assault services in Houston County.

Organization: Bluff Country Family Resources

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Budget Summary

Budget				
Budget Category	VOCA	State	Match	
Personnel				
Advocate	\$69,888.00	\$0.00	\$0.00	
Executive Director	\$65,567.00	\$44,917.00	\$0.00	
Lead Advocate	\$78,624.00	\$0.00	\$0.00	
Office Assistant	\$11,659.00	\$24,771.00	\$0.00	
Total	\$225,738.00	\$69,688.00	\$0.00	
Payroll Taxes & Fringe				
Payroll taxes/Fringe	\$15,898.00	\$5,020.00	\$0.00	
Total	\$15,898.00	\$5,020.00	\$0.00	
Contract Services				
Contract Services	\$0.00	\$41,000.00	\$0.00	
Total	\$0.00	\$41,000.00	\$0.00	
Travel & Training				
Travel and Training	\$7,000.00	\$4,000.00	\$0.00	
Total	\$7,000.00	\$4,000.00	\$0.00	
Office & Program Expenses				
Office/Program Expenses	\$50,000.00	\$2,560.00	\$0.00	
Total	\$50,000.00	\$2,560.00	\$0.00	
Building Expenses				
Building Expenses	\$19,950.00	\$9,025.00	\$0.00	
Total	\$19,950.00	\$9,025.00	\$0.00	
Direct Client Assistance				
Direct Client Assistance	\$35,462.00	\$6,621.00	\$0.00	
Total	\$35,462.00	\$6,621.00	\$0.00	
Total	\$354,048.00	\$137,914.00	\$0.00	