

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Health Services Agency *MAA*

BOARD AGENDA # *B-3

Urgent Routine

AGENDA DATE October 1, 2013

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Approval of Grant Agreement with the California Department of Public Health for the Nutrition Education and Obesity Prevention (NEOP) Program, for the period October 1, 2013 through September 30, 2016, and to Negotiate and Enter Agreements with Local Subcontractors to Fulfill Certain Obligations of this NEOP Agreement

STAFF RECOMMENDATIONS:

1. Approve grant agreement Number 13-20511 with the California Department of Public Health for the Nutrition Education and Obesity Prevention (NEOP) Program, from October 1, 2013 through September 30, 2016.
2. Authorize the Health Services Agency Managing Director, or her designee, to sign and execute the NEOP Agreement and any amendments.

(Continued on Page 2)

FISCAL IMPACT:

The Adopted Final Fiscal Year 2013-2014 Health Services Agency (HSA) Public Health Budget is \$26.1 million. The recommended Nutrition Education and Obesity Prevention (NEOP) agreement term is from October 1, 2013 through September 30, 2016 and follows the federal fiscal year. The amount of this Agreement is \$1,101,285.54 annually; however, there have been indications that funding for years 2 and 3 of the agreement may be reduced. Funding of \$1,101,285.54 for this fiscal year has been included in the

(Continued on Page 2)

BOARD ACTION AS FOLLOWS:

No. 2013-485

On motion of Supervisor Withdraw, Seconded by Supervisor O'Brien

and approved by the following vote,

Ayes: Supervisors: O'Brien, Withdraw, Monteith, De-Martini, and Chairman Criesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:

Christine Ferraro

ATTEST:

CHRISTINE FERRARO TALLMAN, Clerk

File No.

Approval of Grant Agreement with the California Department of Public Health for the Nutrition Education and Obesity Prevention (NEOP) Program, for the period October 1, 2013 through September 30, 2016, and to Negotiate and Enter Agreements with Local Subcontractors to Fulfill Certain Obligations of this NEOP Agreement

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STAFF RECOMMENDATIONS (Continued):

3. Authorize the Health Services Agency Managing Director, or her designee, to negotiate and enter into sub-contractual agreements, and if necessary subsequent amendments, with University of California Cooperative Extension, Catholic Charities of the Diocese of Stockton, Healthy Aging Association, and El Concilio to fulfill certain obligations under the NEOP Agreement.

FISCAL IMPACT (Continued):

Adopted Final 2013 – 2014 Health Services Agency (HSA) Public Health Budget. The subsequent years' funding under the NEOP Agreement will be included in the respective Fiscal Year's proposed budget. Since the grant program is 100% federally funded, there will be no fiscal impact to the County General Fund.

DISCUSSION:

The Nutrition Education and Obesity Prevention (NEOP) program grant is funded by the United States Department of Agriculture (USDA) and administered at the state level by the California Department of Public Health and the California Department of Social Services. The NEOP program consists of a comprehensive local nutrition education and obesity prevention program for the CalFresh (the California Food Stamp program) eligible population. The Health Services Agency (HSA) serves as the lead health agency and coordinates local partners and involves multiple sectors to improve the nutritional status and prevent obesity among Stanislaus County's low-income population in accordance with the Healthy, Hunger-Free Kids (HHFK) Act of 2010.

There are three priority areas for these programmatic efforts:

1. Increase access and consumption of healthy foods.
2. Decrease consumption of less healthy foods and beverages, and increase consumption of water.
3. Increase physical activity opportunities throughout the day.

The overarching goal is to empower and enable qualifying participants through nutrition education, social marketing, and creating environments that support healthy eating and active living to select healthy foods and beverages and increase physical activity. These activities potentially prevent or postpone onset of risk factors for diet-related chronic diseases such as Type II diabetes, hypertension, and atherosclerosis. Qualifying participants include: Supplemental Nutrition Assistance Program-Education (SNAP-Ed) participants and those eligible individuals or families with an income level at or below 185% of the Federal Poverty Level.

Approval of Grant Agreement with the California Department of Public Health for the Nutrition Education and Obesity Prevention (NEOP) Program, for the period October 1, 2013 through September 30, 2016, and to Negotiate and Enter Agreements with Local Subcontractors to Fulfill Certain Obligations of this NEOP Agreement

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On September 25, 2012, the Board of Supervisors approved a NEOP agreement (Grant Contract number 12 -10184) with the California Department of Public Health (CDPH) for the term of October 1, 2012 through September 30, 2016. In August 2013, local health departments were informed by the State that they are re-issuing the grants as new grants with additional funding included. In addition, these new grants will allow greater autonomy and flexibility for local health departments to achieve grant objectives in the manner best suited to the local needs and characteristics while still ensuring accountability for federal funds. Note: It is the intent of CDPH that the four-year agreement entered into with the HSA in 2012 (#12-10184) will apply only to the October 1, 2012 – September 30, 2013 period, while the new proposed NEOP Agreement will replace the existing agreement for the remaining three-year period of October 1, 2013 – September 30, 2016.

One of the grant funding requirements is that the lead agency (HSA) enter subcontracts for a minimum of 30% of its annual NEOP budget to achieve the outcomes specified in the NEOP Agreement, to reach the target population and advance dietary change. On June 11, 2013, the Board of Supervisors authorized General Services Agency (GSA) Purchasing Division to issue a Request for Proposals for the provision of services to the target population. The goal of this RFP was to increase the number of sectors that can be affected by program interventions. There are three project areas available for subcontractors. They are:

1. Schools/Afterschool Programs Project - contractors are required to build relationships with qualifying schools/afterschool sites' administration, staff, parents, and students to increase access and consumption of healthy foods and beverages through site-based nutrition education and interventions.
2. Peer Education Project - contractors are required to conduct a series of nutrition education classes at qualifying sites. They must provide information to increase healthy food access through a peer-to-peer model. Peer educators will be trained to teach a series of nutrition education classes to promote healthy eating and food security.
3. Youth Engagement Project - contractors are required to conduct youth engagement projects, at qualifying sites, for those 12-18 years of age. This project engages SNAP-Ed eligible youth in leadership, critical thinking, problem solving, and community-based research. Youth identify and address an issue involving consumption and access to healthy foods, beverages, and local physical activity opportunities by using public health strategies or interventions.

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The proposed funding availability is as follows: Schools/Afterschool Programs Project, up to \$195,000 annually; Peer Education Project, up to \$75,000 annually; and Youth Engagement Project, up to \$50,000 annually.

All three of the project areas will have an evaluation component to determine if the activities have been successful and to measure the overall effectiveness of the project.

A total of six proposals were received - three for the Peer Education Project, two for the Schools/Afterschool Programs Project, and one for the Youth Engagement Project. The proposals were reviewed by panel of three staff with expertise in community nutrition education from the Health Services Agency. There were no appeals to the process. The recommended sub-contractual agreements are listed below by vendor. The projects recommended for funding are experienced in community nutrition education and show capacity for effectiveness in these areas. The actual subcontracts would be executed after review and approval by County Counsel and subsequent years' funding would be contingent on the continued grant funding by CDPH.

Vendor	Program Area	Recommended Three Year Amount
University of California, Cooperative Extension	Schools/Afterschool Programs Project	\$375,000
El Concilio	Schools/Afterschool Programs Project	\$210,000
Catholic Charities of Stockton Diocese	Peer Education Project	\$112,500
Healthy Aging Association	Peer Education Project	\$112,500

As none of the Proposals met the requirements for the Youth Engagement Project, HSA will not be funding a Youth Engagement Project via the RFP process. The HSA continues to work on identifying a potential sub-contractual arrangement and would enter such an agreement within both County and CDPH policies. Given the uncertainty of the subsequent years' funding level, HSA envisions entering a one-year agreement for a not to exceed amount of \$50,000 for the intended Youth Engagement Project scope of work.

POLICY ISSUES:

Approval of this NEOP grant Agreement and authorization for HSA to negotiate and enter into sub-contractual agreements with subcontractors supports the Board's priorities of A Healthy Community and Effective Partnerships. These priorities are

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assured through the provision of community education to the NEOP eligible residents of Stanislaus County. In addition, collaborating with community partners in developing strategies and activities to improve the community's nutritional status and to prevent obesity, assists in creating healthier residents through maximizing community relationships.

STAFFING IMPACT:

There is no staffing impact associated with this request, as existing staff will support the grant activities.

DEPARTMENT CONTACT:

Mary Ann Lee, Managing Director, 209-558-7163.



RON CHAPMAN, MD, MPH
Director

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

September 6, 2013

Stanislaus County Health Services Agency
P.O. Box 3271
Modesto, CA 95358
Attention: Ms. Mary Ann Lee
Managing Director

Subject: Agreement Number 13-20511

Dear Ms. Lee:

The California Department of Public Health (CDPH) has standardized its contracting procedures and agreement formats. The enclosed agreement is not binding until signed by both parties. No services are to be provided prior to approval, as CDPH is not obligated to make any payment prior to final approval. Expeditious handling of this agreement is appreciated. To help facilitate the expeditious handling of your agreement, please return the required documents by using overnight/express mail.

Required action is noted by each checked/checked item. Return all item(s) to the address identified below:

By signing the line below, you understand the enclosed agreement is not binding until signed by both parties. No services are to be provided prior to approval, as CDPH is not obligated to make any payment prior to final approval. Return this form to CDPH.

Authorized Signature Date

Mary Ann Lee, Managing Director

Printed Name and Title of Person Signing

Affix a signature to Page three of the enclosed Grant Agreement, and each additional face sheet. **Two** Grant Agreement copies must bear original signatures. Return all items to CDPH for further processing. A copy of the approved agreement will be distributed to you after it is fully executed. Alterations, in general, are not allowed. Alterations and page replacements, if any, must be pre-approved by CDPH and each visible alteration must be initialed by the person who signs the agreement. Signed originals required.

X **Exhibit D, Pages 7-9, Certification Regarding Lobbying:**

Please read this certification. Complete and have certification signed. Return the signed certification (original signature) to CDPH for further processing. Two signed originals required.

Non-Profit Agreements:

The signed agreements as indicated above must be accompanied by a copy of your organizations 501c(3) Non-profit status letter from the Internal Revenue Service to prove non-profit status.

X **County, City, District, or other local public body Agreements:**

The signed agreement(s) as indicated above must be accompanied by a copy of the resolution, order, motion/minutes, or ordinance of the local governing body, which by law has authority to enter into the proposed agreement, authorizing execution of the agreement. (See Attachment 1 for definitions.)

X Provide documentation of **signatory authority** for the official that is authorized to sign on behalf of your agency. The authority shall be stated in a resolution, order, motion or ordinance or must be provided through a separate official document.

X Go to <http://www.ols.dgs.ca.gov/Standard+Language/default.htm> and select " Standard Contract Language" from the pick list to locate the Contractor Certification Clause (CCC 307). Read the cited CCC in its entirety. Complete and sign the first page of the cited Certification. Return the first page of the originally signed Certification to the address noted below. Failure to return the appropriate signed CCC will prohibit CDPH from doing business with your Agency. Signed original copy of CCC 307 (first page) is required.

Return all designated materials to the following address:

California Department of Public Health
Nutrition Education and Obesity Prevention Branch
ATTENTION: Sarita Lee
1616 Capitol Avenue, Suite 74.516
Mail Station 7204
P.O. Box 997377
Sacramento, CA 95899-7377

For inquiries regarding this agreement, please contact Sarita Lee at (916)445-2547 and cite the agreement number.

Thank you for your attention to this matter.

Sincerely,

Stanislaus County Health Services Agency

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September 6, 2013



for Sarita Lee
Grant Manager
Nutrition Education and Obesity Prevention Branch

Enclosure(s)

**State of California Requirements for a
Resolution of Local Government Entity**

Where one of the contracting parties is a county, city, district, or other local public body, the contract shall be accompanied by a copy of the resolution, order, motion, or ordinance of the local governing body by law having authority to enter into the proposed contract approving an authorizing execution of the agreement except in any instances where performance by the local governmental entity will be complete prior to any payment by the State.

The following definitions apply to original agreements and amendments:

“Resolution” is a formal expressing of the opinion or will of an official body or public assembly, adopted by vote. A valid resolution was passed, sets forth the roll call on the resolution, is signed and approved by the Chairman, and is attested to by the clerk of the governing body.

“Order” is a mandate, command for determination of an administrative body or agency. An order should contain a statement of what is ordered, be dated, and signed and/or approved by an administrative body.

“Motions” or “Minutes of the Meeting” used to satisfy the resolution requirement must show that the motion was passed or accepted and should have the clerk’s certification that they are true excerpts.

“Ordinance” is a term used to designate the enactment’s of the legislative body of a municipal corporation, which are of a general and permanent nature. If excerpts from codebooks are used, a letter of source documentation should also be submitted.

EXHIBIT A
GRANT APPLICATION

**LOCAL HEALTH DEPARTMENT SNAP-ED FUNDING OPPORTUNITY
LETTER OF INTENT
FFY 2014- 2016 (October 1, 2013 – September 30, 2016)**

DUE: April 12, 2013

Send this form by fax or scan and e-mail to:

Fax: (916) 449-5414

Email: supportstaffassignments@cdph.ca.gov

To: Melissa Meade, Chief
Administrative Operations Section
Network for a Healthy California
Nutrition Education and Obesity Prevention Branch
California Department of Public Health

Name:	Mary Ann Lee
Title:	Managing Director
County Health Department	Stanislaus County Health Services Agency
Address:	830 Scenic Drive, Modesto, CA 95350
Telephone:	(209) 558-7163
Fax:	(209) 558-7123
Email:	eemery@schsa.org ; cwoolsey@schsa.org

This serves as confirmation that our local health department intends to participate in the SNAP-Ed funding opportunity. Our department will prepare the appropriate grant documents for this funding opportunity with the California Department of Public Health, Nutrition Education and Obesity Prevention Branch, *Network for a Healthy California*.



Signature of Authorized Representative

4/9/13

Date

Mary Ann Lee

Managing Director

Printed Name

Title

See file

Form 1	Network for a Healthy California FFY 2014 APPLICATION COVERSHEET/CHECKLIST
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DATE OF SUBMISSION	5/3/2013
ORGANIZATION NAME	Stanislaus County Health Services Agency
AGREEMENT NUMBER	13-20511

Provide the name, phone number, and e-mail address of the person we can contact to confirm the date/time of the negotiation conference call.

Contact Name: Elaine Emery	Phone Number: (209) 525-4804
E-mail: eemery@schsa.org	

Letter of Intent due April 12, 2013

APPLICATION CONTENTS:

Application due May 6, 2013

Please Check

Form #1 Application Coversheet/Checklist	<input checked="" type="checkbox"/>
Form #2 Grantee Information Form	<input checked="" type="checkbox"/>
Form #3 Agency Capacity and Assurances N/A	<input type="checkbox"/>
Form #4 Project Synopsis	<input checked="" type="checkbox"/>
Form #5 Scope of Work	<input checked="" type="checkbox"/>
Form #6 FFY 2014 Budget (Excel Version 2010)	<input type="checkbox"/>
Form #7 FFY 2014 Budget (Excel Version 1997-2003)	<input checked="" type="checkbox"/>
Form #8 Request for Non-Network Sponsored Travel N/A	<input type="checkbox"/>
Form #9 Memorandum of Understanding (MOU) (if applicable)	<input checked="" type="checkbox"/>
Form #10 Training Worksheet	<input checked="" type="checkbox"/>

NOTE: The above documents must be completed and submitted with this Application Coversheet/Checklist Form. Email completed application to supportstaffassignments@cdph.ca.gov by the submission deadline.

Network for a Healthy California Grantee Information Form

Date Form Completed: 05/13/2013

Organization	<p>This is the information that will appear on your grant agreement cover.</p> <p>Federal Tax ID # _____ Contract/Grant# <u>13-20511</u></p> <p>Name <u>Stanislaus County Health Services Agency</u></p> <p>Mailing Address <u>P.O. Box 3271, Modesto, CA. 95353</u></p> <p>Street Address (If Different) _____</p> <p>County <u>Stanislaus County</u></p> <p>Phone <u>(209) 558-7116</u> Fax <u>(209) 558-8320</u></p> <p>Website <u>www.hsahealth.org</u></p>
Grant Signatory	<p>The Grant Signatory has authority to sign the grant agreement cover.</p> <p>Name <u>Mary Ann Lee</u></p> <p>Title <u>Managing Director</u></p> <p><i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/></p> <p>Mailing Address _____</p> <p>Street Address (If Different) _____</p> <p>Phone <u>(209) 558-7163</u> Fax <u>(209) 558-7123</u></p> <p>Email <u>mlee@schsa.org</u></p>
Project Director	<p>The Project Director is responsible for all of the day-to-day activities of project implementation and for seeing that all grant requirements are met. This person will be in contact with State <i>Network</i> staff, will receive all programmatic, budgetary, and accounting mail for the project and will be responsible for the proper dissemination of program information.</p> <p>Name <u>Elaine Emery</u></p> <p>Title <u>Manager III</u></p> <p><i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/></p> <p>Mailing Address <u>251 E. Hackett Road, Modesto, CA. 95958</u></p> <p>Street Address (If Different) _____</p> <p>Phone <u>(209) 525-4804</u> Fax <u>(209) 558-1242</u></p> <p>Email <u>eemery@schsa.org</u></p>

Network for a Healthy California

Grantee Information Form

Payment Receiver	All payments are sent to the attention of this person at the designated address.	
	Name	<u>Vanessa Anderson</u>
	Title	<u>Accountant III</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	<u>P.O. Box 3271, Modesto, CA. 95353</u>
	Street Address (If Different) _____	
	Phone	<u>(209) 558-7513</u> Fax <u>(209) 558-7514</u>
Email	<u>vanderson@schsa.org</u>	
Fiscal Reporter	The <i>Fiscal Reporter</i> prepares invoices, maintains fiscal documentation and serves as the primary contact for all related questions.	
	Name	<u>Vanessa Anderson</u>
	Title	<u>Accountant III</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	_____
	Street Address (If Different) _____	
	Phone	<u>(209) 558-7513</u> Fax <u>(209) 558-7514</u>
Email	<u>vanderson@schsa.org</u>	
Fiscal Signatory	The <i>Fiscal Signatory</i> has signature authority for invoices and all fiscal documentation reports.	
	Name	<u>Carol Dunbar</u>
	Title	<u>Chief Financial Officer</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	<u>P.O. Box 3271, Modesto, CA. 95353</u>
	Street Address (If Different) _____	
	Phone	<u>(209) 558-7190</u> Fax <u>(209) 558-8320</u>
Email	<u>cdunbar@schsa.org</u>	
Districts	List the all <i>numbers</i> that your organization is under.	
		Number
	Assembly	<u>District 1</u>
	Senate	<u>District 2</u>
	Congressional	<u>District 5</u>

NUTRITION EDUCATION AND OBESITY PREVENTION PROGRAM

Awarded By

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter "Department"

TO

Stanislaus County Health Services Agency, hereinafter "Grantee"

Implementing the project, "Supplemental Nutrition Assistance Program-Education," hereinafter "Project"

GRANT AGREEMENT NUMBER 13-20511

The Department awards this Grant and the Grantee accepts and agrees to use the Grant funds as follows:

AUTHORITY: The Department has authority to grant funds for the Project under Health and Safety Code, Section 131085(a)(b).

PURPOSE: The Department shall provide a grant to and for the benefit of the Grantee; the Grantee agrees to create innovative partnerships that assist SNAP-Ed eligible consumers in adopting healthy eating and physical activity behaviors, as part of a healthy lifestyle. The Grantee will provide nutrition education and conduct nutrition activities to SNAP-Ed eligible families per Health and Safety Code Section 104650-104655.

GRANT AMOUNT: The maximum amount payable under this Grant shall not exceed One Million One Hundred One Thousand Two Hundred Eighty Five dollars and fifty four cents (\$1,101,285.54) annually. No funds may be requested or invoiced for work performed or costs incurred after the end date. See Exhibit E, Additional Provisions, Additional Incorporated Documents, Network Local Projects Network for a Healthy California Guidelines Manual, Section II Fiscal, Section 500 Reimbursement Process.

TERM OF GRANT: The term of the Grant shall begin on October 1, 2013, or upon approval of this agreement, and terminates on September 30, 2016.

PROJECT REPRESENTATIVES: The Project Representatives during the term of this Grant will be:

California Department of Public Health, Nutrition Education and Obesity Prevention Branch	Grantee: Stanislaus County Health Services Agency
Attention: Chris Bilbrey, Program Manager	Attention: Mary Ann Lee, Managing Director
Address: P.O. Box 997377	Address: P.O. Box 3271
City, Zip: Sacramento, CA 95899-7413	City, Zip: Modesto, CA 95353

Phone: (916) 319-9809	Phone: (209) 558-7163
Fax: (916) 449 - 5414	Fax: (209) 558-7123
E-mail: chris.bilbrey@cdph.ca.gov	E-mail: mlee@schsa.org

Direct all inquiries to:

California Department of Public Health, Nutrition Education and Obesity Prevention Branch	Grantee: Stanislaus County Health Services Agency
Attention: Sarita Lee, Grant Manager	Attention: Elaine Emery, Project Director
Address: P.O. Box 997377	Address: 251 E. Hackett Road
City, Zip: Sacramento, CA 95899-7413	City, Zip: Modesto, CA 95958
Phone: (916) 445-2547	Phone: (209) 525-4804
Fax: (916) 449 - 5414	Fax: (209) 558-1242
E-mail: sarita.lee@cdph.ca.gov	E-mail: eemery@schsa.org

Either party may change its Project Representative upon written notice to the other party.

STANDARD PROVISIONS: The following exhibits are attached and made a part of this Grant by this reference:

Exhibit A GRANT APPLICATION

The Grant Application provides the scope of work, purpose, task schedule and list of deliverables.

Exhibit A1 DELIVERABLES FOR LOCAL HEALTH DEPARTMENT GRANTS

Exhibit B BUDGET DETAIL

The approved budget supersedes the proposed budget in the Grant Application.

Exhibit C STANDARD GRANT CONDITIONS

Exhibit D FEDERAL PROVISIONS

Exhibit E ADDITIONAL PROVISIONS

GRANTEE REPRESENTATIONS: The Grantee(s) accept all terms, provisions, and conditions of this grant, including those stated in the Exhibits incorporated by reference above. The Grantee(s) shall fulfill all assurances and commitments made in the application, declarations, other accompanying documents, and written communications (e.g., e-mail, correspondence) filed in support of the request for grant funding. The Grantee(s) shall comply with and require its contractors and subcontractors to comply with all applicable laws, policies, and regulations.

IN WITNESS THEREOF, the parties have executed this Grant on the dates set forth below.

Executed By:

Date: 10/2/13

Mary Ann Lee
Mary Ann Lee, Managing Director
Stanislaus County Health Services
Agency

Date: 10/15/13

Angela Salas
Angela Salas, Chief
Contracts and Purchasing Services
Section
California Department of Public Health

APPROVED AS TO FORM:

BY: Dean Wright
Dean Wright, Deputy County Counsel

DATE: 9-18-13

Local Health Department (LHD)
Agency Capacity & Assurances

Agency Capability: Abilities & Assurances

1. By checking the boxes, I am confirming the Agency's ability and willingness to engage in the below listed business practices throughout the duration of the contract/grant:

- Assume fiscal responsibility for nutrition education activities to insure all activities are reasonable and necessary to accomplish objectives and goals. This includes making records available for USDA review and audit as well as repayment of unallowable costs, if applicable.
- Target SNAP-Ed population and document income criteria of service recipients as per USDA Guidance.
- Track and report basic audience demographic information.
- Invoice for actual costs and maintain fiscal records for review and audit.
- Program activities are conducted in compliance with all applicable Federal laws, rules, regulations including Civil Rights and OMB circulars governing cost issues.
- Program activities do not supplant existing nutrition education programs, where operating in conjunction with existing programs, enhance and supplement them.
- Enter into subcontract agreements, as necessary, to ensure service delivery and scope of work completion. Utilize competitive bid procedures for subcontracts when required.
- Provide appropriate guidance and oversight to subcontractors to maximize programmatic impact and insure compliance with SNAP-Ed Guidance.
- Travel freely and unrestricted throughout the LHD jurisdiction, within the region, to State trainings, conferences and required meetings.
- Work cooperatively and in partnership with the *Network* on regional and statewide initiatives and other issues of emerging importance.
- Maintain appropriate and distinct documentation and records for activities supported by multiple funding streams.
- Comply with USDA Supplemental Nutrition Assistance Program (SNAP) Nutrition Education and Obesity Prevention (NEOP) Program regulations, NEOP Guidance or other issued guidelines, policies and assurances, and adapt any programmatic activities and practices accordingly.
- Insure that all materials developed or printed with SNAP-Ed funds include the appropriate USDA non-discrimination statement, credit to SNAP as a funding source, and a brief message about how CalFresh can help provide a healthy diet and how to apply for benefits as noted in the *Network* Branding Guidelines.
- Insure messages of nutrition education and obesity prevention are consistent with the Dietary Guidelines for Americans and stress the importance of variety, balance, and moderation.

Contract Signatory signature Date

Mary Ann Lee

Print Full Name

For any exceptions to #1, describe the exception(s) to the abilities and assurances, and detail plans to address them to ensure the spirit and expectations of the Scope of Work are fulfilled.

1 APPROVED AS TO FORM:
BY: Dean Wright DATE: 9-18-13
Dean Wright, Deputy County Counsel

1. DESCRIPTION OF PROJECTS/INTERVENTIONS FOR EACH PROJECT THE FOLLOWING INFORMATION SHOULD BE PROVIDED:

Project Title: Stanislaus County Health Services Agency
Grant Number: 12-10184
Program Area: Network Local Project: Local Health Department

a. Related State Objectives.

See State-level objectives

b. Target Audience.

Gender: Male 30%

Female 70%

Ethnicity:

African American 5%
 Asian _____%
 Caucasian 30%
 Other (specify) _____: _____%

Latino 65%
 Native American _____%
 Pacific Islander _____%

Languages:

English 65%
 Spanish 35%
 Arabic _____%
 Armenian _____%
 Bosnian _____%
 Cantonese _____%
 Farsi _____%
 Hmong _____%
 Khmer (Cambodian) _____%

Korean _____%
 Lao _____%
 Mandarin _____%
 Russian _____%
 Tagalog _____%
 Vietnamese _____%
 Other (specify) _____: _____%
 Other (specify) _____: _____%

Ages:

Under 5 years old 10%
 5 to 8 10%
 9 to 11 10%

12 to 17 5%
 18 to 59 60%
 60 years old & over 5%

c. Focus on SNAP-Ed Eligible.

Income Targeting Data Source:

See attached Census Tract data sheet
 See attached Means Tested Program data sheet
 See attached Free/Reduced Price Meal Percentage data sheet
 Other (Specify): _____ (_____ % equal to or less than 185% FPL)
 Other (Specify): _____ (_____ % equal to or less than 185% FPL)

Means-Tested Low Income Assistance Programs (formerly known as Location Based Proxy Sites): Unless otherwise noted in the instructions, targeting data are not required for approved mean- tested programs. Please check all that apply and indicate the percentage of your target audience(s) at these locations.

- | | | | |
|---|---------|---|---------|
| <input type="checkbox"/> CalFresh Offices | _____ % | <input type="checkbox"/> Low Income Home Energy Assistance Program | _____ % |
| <input type="checkbox"/> California Food Assistance Program (CFAP) | _____ % | <input type="checkbox"/> MediCal | _____ % |
| <input type="checkbox"/> Commodity Foods Distribution on Indian Reservation (FDPIR) | _____ % | <input type="checkbox"/> Public Housing | _____ % |
| <input checked="" type="checkbox"/> Comprehensive Perinatal Service Program | 10% | <input type="checkbox"/> Section 8 Public Housing Vouchers (LiHEAP) | _____ % |
| <input type="checkbox"/> Family Resource Center | _____ % | <input type="checkbox"/> Shelters/Temporary Housing | _____ % |
| <input type="checkbox"/> Food Banks | _____ % | <input type="checkbox"/> Soup Kitchens | _____ % |
| <input type="checkbox"/> Food Pantries | _____ % | <input type="checkbox"/> SSI- Supplemental Security Income | _____ % |
| <input checked="" type="checkbox"/> Headstart | 40% | <input checked="" type="checkbox"/> TANF (CalWORKS) Job Readiness | 30 % |
| <input type="checkbox"/> In Home Supportive Services (IHSS) | _____ % | <input type="checkbox"/> Weatherization Program | _____ % |
| <input type="checkbox"/> Job Corps | _____ % | <input checked="" type="checkbox"/> WIC | 10 % |

d. Project Description.

Key Methods:

- Advisory Council/Task Force (specify): CNAP, HEAL Zone, CTG
- Internet/Web Sites-website address:
- Print Media
- Radio: _____
- TV: _____
- Multi-level approaches that include environmental supports
- Nutrition Education Classes: (177 occurrences at 1 hour(s) each)
- Community Education Events: (4 occurrences at 3 hour(s) each)
- Training/Workshop/Conference: (4 occurrences at 2 hour(s) each)
- Point of Purchase: (12 occurrences at 1 hour(s) each)
- Other (specify): _____ (_____ occurrences at _____ hour(s) each)

Key Educational Messages: All messages will align with the Dietary Guidelines for Americans 2010 and MyPlate. Messages will promote Enjoy your food, but eat less; Avoid oversized portions; Make half your plate fruit and vegetables; Switch to fat-free or low-fat (1%) milk; Compare sodium in foods and Drink water instead of sugary drinks.

Delivery Sites by Type of Setting

- | | |
|--|-----------------------------------|
| _____ Adult Education & Job Training Sites | _____ Adult Rehabilitation Center |
| | _____ CalFresh Offices |
| | <u>20</u> Churches |

<u> 3 </u> Community Centers	<u> </u> Public Housing
<u> </u> Elderly Service Centers	<u> </u> Schools – students (Preschool)
<u> </u> Emergency Food Assistance Sites (includes Food Banks, Food Pantries, and Soup Kitchens)	<u> 38 </u> Schools – students (K-12)
<u> </u> Extension Offices	<u> 4 </u> Schools – students (Afterschool Program)
<u> 4 </u> Farmers Markets	<u> 38 </u> Schools - Parents
<u> 16 </u> Food Stores	<u> </u> Shelters/Temporary Housing
<u> 45 </u> Head Start Programs	<u> 4 </u> TANF Job Readiness Program
<u> </u> Individual Homes	<u> 5 </u> WIC Programs
<u> 4 </u> Libraries	<u> </u> Worksites
<u> </u> Other Youth Education Sites (includes Parks and Recreation)	<u> 17 </u> Other (specify): Parks
<u> </u> Public/Community Health Centers (includes Public Health Departments)	<u> 6 </u> Other (specify): Comprehensive Perinatal Service Program
	<u> </u> Other (specify): _____

Projected Unduplicate Number of Contacts: 5024

Narrative

Stanislaus County Health Services Agency (SCHSA) provides nutrition education and obesity prevention services to eligible SNAP-Ed residents Stanislaus County. SCHSA will promote the 2010 Dietary Guidelines to increase consumption and access to healthy foods and drinks, decrease consumption of and access of less healthy foods and drinks, and increase opportunities and activity levels of physical activity among the SNAP-Ed eligible population. SCHSA will be responsible to: 1) Conduct 2 - 5 series nutrition education classes and/or one time classes/workshops for SNAP-Ed eligible individuals in the community; 2) conduct nutrition education activities in support of local and regional healthy foods/beverage education efforts to reach SNAP-Ed eligible individuals in qualifying communities; 3 Implement *Network* allowable nutrition education interventions and obesity prevention strategies in at least 50% of CX³ assessed neighborhoods. 4) coordinate local media activities to highlight nutrition and physical activity events, campaigns or accomplishments; 5) conduct community engagement events in order to establish consensus on community priority issues directly related to the CX³ or other community assessments or reassessments in eligible neighborhoods; 6) conduct community events reaching SNAP-Ed eligible individuals or groups; 7) conduct training(s) of service providers including representatives of peer-to-peer (“Champions”) of SNAP-Ed-eligible families, youth and community groups in SNAP-Ed-eligible venues/census tracts; 8) select and implement allowable evidence-based strategies from approved Network Policy, Systems and Environmental Change Matrix and 9) establish coalitions and partnerships for the purpose of addressing community-specific consensus issues/initiatives impacting SNAP-Ed population.

e. Summary of Research.
See Section A.

f. Modification of Project Methods/Strategies.
 Continuing, No adaptation or change in intervention
 Project is new

All future modifications will be approved by the Network.

g. Use of Educational Materials.

See attached Master Educational Materials list submitted in State plan Section F.

h. Development of New Nutrition Educational Materials.

No new nutrition educational materials will be developed with Network funds.

i. Key Performance Measures/Indicators. (max. 100 words)

Nutrition education class series will be evaluated by pre and post-test surveys to determine change in knowledge, attitudes, and behavior. The number and magnitude of CX³ interventions will be documented for analysis and outcome evaluation. The effectiveness of the afterschool program will be evaluated via surveys of program staff. Satisfaction surveys for child care providers will also be provided. A case study will be conducted to document efforts to develop environmental strategies to increase access of healthy beverages.

2. EVALUATION PLANS

All grantees participate in process evaluation per their Scope of Work activities. Grantees must participate in Impact/Outcome Evaluation. Impact/Outcome Evaluation measures the effectiveness of an intervention by assessing behavior change or the factors that directly influence behavior change primarily focusing on nutrition education and obesity prevention.

3. COORDINATION EFFORTS (MAX. 100 WORDS)

Stanislaus County Health Services Agency will establish/maintain key partnerships through County Nutrition Action Plan group that meets up to six times per year. The LHD will develop/update a CNAP to 1) enhance collaboration and communication among stakeholder agencies, 2) coordinate nutrition education messages, resources and campaign implementation across FNS programs, and 3) maintain, expand and share CNAP with FNS programs, local partners and external stakeholders in an effort to increase food security in the target population.

Census Tract Data Sheet

All Race/Ethnicity Subgroup

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Community Center	Airport Community Center	805 Empire Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Community Center	King-Kennedy Memorial Center	601 S. Martin Luther King Dr.	Modesto	95351	06099001601	AR	N/A	45.2%	66.9%	2006-2010	
Community Center	Salvation Army	893 Lander Ave.	Turlock	95380	6099003802	AR	N/A	39.6%	59.4%	2006-2010	
Library	Empire Library	18 S. Abbie St	Empire	95319	06099002002	H	N/A	25.6%	59.2%	2006-2010	
Library	Hughson Library	2412 A Third St	Hughson	95326	06099002902	H	N/A	44.6%	59.1%	2006-2010	
Library	Keyes Library	4420 Maud Ave	Keyes	95328	06099003002	H	N/A	40.8%	52.8%	2006-2010	
Library	Stanislaus County Library	1500 I St	Modesto	95354	06099001800	AR	N/A	40.4%	54.9%	2006-2010	
Farmer's Market	Ceres Farmer's Market	2300 E. Don Pedro Rd.	Ceres	95307	06099002503	AR	N/A	50.4%	63.4%	2006-2010	
Farmer's Market	Modesto Farmer's Market	16 th St between H St & I St	Modesto	95354	06099001800	AR	N/A	40.4%	54.9%	2006-2010	
Farmer's Market	West Modesto Farmer's Market	601 S. Martin Luther King Dr.	Modesto	95351	06099001601	AR	N/A	45.2%	66.9%	2006-2010	

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Farmer's Market	Turlock Farmer's Market	W. Main St & S. Broadway Ave	Turlock	95380	06099003803	AR	N/A	30.7%	50.6%	2006-2010	
Church	Iglesia del Pacto Evangelico	316 Locust St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	Seventh Day Adventist Church	2400 N. Olive Ave	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	Turlock Covenant Church	316 S. Laurel St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	North Side Assembly of God	200 North Ave	Turlock	95382	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Church	Saint Francis Episcopal Church	915 E. Main St	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Church	Enclave Community Church	581 E. Canal Dr	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Church	Westside Ministries	952 Columbia St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	Calvary Temple Baptist Church	612 West Ave	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	Four Season Christian Fellowship	216 Columbia St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Church	New Haven Christian Fellowship	1360 Lone Palm	Modesto	95351	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Church	Destiny Christian Center	1161 Carver Road	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	

LOCAL PROJECT SYNOPSIS

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Church	First United Methodist Church	850 16 th St	Modesto	95354	06099001800	AR	N/A	40.4%	54.9%	2006-2010	
Church	Alcance Victoria	180 S. Santa Cruz	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Church	Pentecostal Holiness Church	232 Kerr Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Church	Airport Assembly of God	603 Benson Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Church	Airport Landmark Missionary	1520 Oregon Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Church	Rock Church	1618 Mono Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Church	First Pentecostal Church	1850 E. Hatch Rd	Modesto	95351	06099002604	AR	N/A	44.2%	54.9%	2006-2010	
Church	Victory Assembly of God	1960 E. Hatch Rd	Modesto	95351	06099002604	AR	N/A	44.2%	54.9%	2006-2010	
Church	Seventh Day Adventist Church	1633 Central Ave	Ceres	95307	06099002604	AR	N/A	44.2%	54.9%	2006-2010	
Park	Don Pedro Park	S. Blaker Rd	Ceres	95307	06099002503	AR	N/A	50.4%	63.4%	2006-2010	
Park	Independence Park	1630 Paramount Ave	Ceres	95307	06099002604	AR	N/A	44.2%	54.9%	2006-2010	
Park	Smyrna Park	2650 Fowler Rd	Ceres	95307	06099002605	AR	N/A	31.7%	59.3%	2006-2010	

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Park	Garrison Park	1733 Teresa St	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Park	J.M. Pike Park	1601 Princeton Ave	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Park	Mellis Park	601 S. Martin Luther King Dr	Modesto	95351	06099001601	AR	N/A	45.2%	66.9%	2006-2010	
Park	James Marshall Park	440 Sutter Ave	Modesto	95351	06099001601	AR	N/A	45.2%	66.9%	2006-2010	
Park	Burbank-Paradise Park	Beverly Dr & Vernon Ave	Modesto	95351	06099001603	AR	N/A	40.8%	58.5%	2006-2010	
Park	Robertson Road Park	1001 Hammond St	Modesto	95351	06099001604	AR	N/A	62.6%	78.0%	2006-2010	
Park	Legion Park	1600 Legion Park Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Park	Tuolomne River Regional Park	1200 Tioga Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Park	Mono Park	Mono Dr, between Santa Ana & Santa Rita Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Park	Oregon Dr Park	Oregon Dr & Empire Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Park	Whorton Park	6082 Tennessee Ave	Riverbank	95367	06099000304	AR	N/A	31.7%	53.3%	2006-2010	
Park	Castleberg Park	5845 8 th St	Riverbank	95367	06099000304	AR	N/A	31.7%	53.3%	2006-2010	

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Park	Columbia Park	595 High St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Park	Donnelly Park	600 Pedras Rd	Turlock	95380	06099003908	AR	N/A	35.0%	53.2%	2006-2010	
Food Stores	Fijian Market	1100 Carver Rd, Ste. 2	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Food Stores	Asian Market	1100 Carver Rd, Ste. E	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Food Stores	Coldwell Market	1301 Coldwell Rd	Modesto	95350	06099001400	AR	N/A	41.7%	54.7%	2006-2010	
Food Stores	Maxx Value Foods	415 Paradise Rd	Modesto	95351	06099001601	AR	N/A	45.2%	66.9%	2006-2010	
Food Stores	Airport Market	1609 Monterey Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Food Stores	Le John's Market	1420 Oregon Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Food Stores	Santa Cruz Market	500 Santa Cruz Dr	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Food Stores	Nunez Market	435 Empire Ave	Modesto	95354	06099002100	AR	N/A	52.6%	72.4%	2006-2010	
Food Stores	Cost Less Food Markets	1601 E. Hatch Rd	Modesto	95351	06099002604	AR	N/A	44.2%	54.9%	2006-2010	
Food Stores	Ninevah Imports	1560 Geer Rd, Ste. J	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	

Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Food Stores	Mary Ann's Mini Market	1200 N. Olive Ave	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Food Stores	Wayside Market	735 Wayside Dr	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Food Stores	Quick Stop Market	1260 Geer Rd	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
Food Stores	Mercado Michoacano	954 W. Main St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Food Stores	La Rancherita Carneceria	1160 W. Main St	Turlock	95380	06099003802	AR	N/A	39.6%	59.4%	2006-2010	
Food Stores	SaveMart	1801 H. Street #1	Modesto	95354	06099001800	AR	N/A	40.4%	54.9%	2006-2010	
School	Marvin A Dutcher Middle (s) (P)◇	1441 Colorado	Turlock	95380	06099003906	AR	N/A	43.3%	60.5%	2006-2010	
School	Seventh Day Adventist School (S) (P)△	2020 Academy Pl	Ceres	95307	06099002604	AR	N/A	44.2%	54.9%	2006-2010	

* Refer to list from Delivery Sites by Type of Setting section on page 3. ** All Races-AR, American Indian or Alaska Native-AI, Asian-AS, Black/African American-B, Native Hawaiian or Other Pacific Islander-NH, Hispanic/Latino-H, White-W, Other Races-OR.

◇Qualifies by census tract

△ Private School with no CDS Code; qualifies by census tract

Means-Tested Program Data Sheet

LOCAL PROJECT SYNOPSIS

<i>Type *</i>	<i>Site Name</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>11 Digit Census Tract</i>
TANF Job Readiness	CSA—Modesto	251 E. Hackett Rd	Modesto	95358	06099002501
TANF Job Readiness	CSA—Oakdale	1405 West F St	Oakdale	95361	06099000202
TANF Job Readiness	CSA—Patterson	66 El Circulo	Patterson	95363	06099003202
TANF Job Readiness	CSA—Turlock	101 Lander Ave	Turlock	95380	06099003802
WIC Office	Modesto	251 E. Hackett Rd	Modesto	95358	06099002501 98.70% at 185% FPL CDPH WIC ISIS 11/30/11
WIC Office	Ceres	1424 Mitchell Rd	Ceres	95307	06099003001 98.70% at 185% FPL CDPH WIC ISIS 11/30/11
WIC Office	Turlock	1125 N. Golden State Blvd	Turlock	95380	06099003908 98.70% at 185% FPL CDPH WIC ISIS 11/30/11
WIC Office	Oakdale	1405 West F St	Oakdale	95361	06099000202 98.70% at 185% FPL CDPH WIC ISIS 11/30/11
WIC Office	Patterson	66 El Circulo	Patterson	95363	06099003202 98.70% at 185% FPL CDPH WIC ISIS 11/30/11
Headstart	Walter Thompson	2003 Glenda Way	Ceres	95307	06099002604
Headstart	Empire	5201 First Street	Empire	95319	06099002002
Headstart	Pearlene Reese	5124 South Avenue	Empire	95319	06099002002
Headstart	Hughson	2020 Euclid Avenue	Hughson	95326	06099002902

LOCAL PROJECT SYNOPSIS

<i>Type *</i>	<i>Site Name</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>11 Digit Census Tract</i>
Headstart	Keyes	4621 Nunes Road	Keyes	95328	06099003002
Headstart	C.F. Brown Head Start	1401 Celeste Drive	Modesto	95355	06099000910
Headstart	Chrylser Head Start	2818 Conant Avenue	Modesto	95350	06099000803
Headstart	ML Anear Head Start	1336 Stonum Road	Modesto	95351	06099002702
Headstart	Muncy Head Start	1941 Silvaire Drive	Modesto	95350	06099000805
Headstart	Sylvan Head start	2908 Coffee Road	Modesto	95355	06099000908
Headstart	Shackelford	116 El Paso Avenue	Modesto	95351	06099002301
Headstart	Orville Wright	1602 Monterey Avenue	Modesto	95354	06099002100
Headstart	Franklin	905 Byron Lane	Modesto	95351	06099001500
Headstart	Bret Harte	909 Glenn Avenue	Modesto	95358	06099002402
Headstart	Burbank	1135 Paradise Road	Modesto	95351	06099001603
Headstart	El Vista	450 El Vista Avenue	Modesto	95354	06099002004
Headstart	Everett	1530 Mt Vernon Dr	Modesto	95350	06099000805
Headstart	Fairview	1937 W Whitmore Ave	Modesto	95358	06099002402
Headstart	Garrison	1811 Teresa Street	Modesto	95350	06099001400
Headstart	Kirschen	1900 Kirschen Drive	Modesto	95351	06099001604
Headstart	Marshall	515 Sutter Avenue	Modesto	95351	06099001601
Headstart	Martone	1413 Poust Road	Modesto	95358	06099000601
Headstart	Muir	1215 Lucern Avenue	Modesto	95350	06099001002
Headstart	Pearson	500 Locust St	Modesto	95351	06099001601
Headstart	Robertson Road	1111 Hammond Street	Modesto	95351	06099001604
Headstart	Tuolumne	707 Herndon Road	Modesto	95351	06099002302
Headstart	Wilson	201 Wilson Avenue	Modesto	95354	06099001900
Headstart	Capistrano	400 Capistrano Drive	Modesto	95354	06099002004
Headstart	Stonum	1336 Stonum Road	Modesto	95351	06099002702
Headstart	Hughes	512 N McClure Road	Modesto	95357	06099002006

<i>Type *</i>	<i>Site Name</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>11 Digit Census Tract</i>
Headstart	Von Renner	1300 Patchett Drive	Newman	95360	06099003500
Headstart	Newman	655 Hardin Road	Newman	95360	06099003500
Headstart	Oakdale Child Development Center	345 N. 6 th Avenue	Oakdale	95361	06099000203
Headstart	Oakdale Head Start	1235 E D Street	Oakdale	95361	06099000203
Headstart	Patterson	456 Eureka Street	Patterson	95363	06099003201
Headstart	Mimi Fisher	421 Franquette Street	Patterson	95363	06099003201
Headstart	Del Puerto Child Development Center	640 M Street	Patterson	95363	06099003202
Headstart	North Mead Head Start	625 L Street	Patterson	95363	06099003202
Headstart	Riverbank Head Start	6200 Claus Road	Riverbank	95367	06099000402
Headstart	Turlock	400 N. Kilroy Avenue	Turlock	95380	06099003603
Headstart	Cornerstone Child Development Center	4105 Crowell Road	Turlock	95382	06099003606
Head Start	Crowell	118 North Avenue	Turlock	95382	06099003906
Headstart	Cunningham	324 W. Linwood Avenue	Turlock	95380	06099003700
Headstart	Osborn-Room 1	201 N. Soderquist Road	Turlock	95380	06099003804
Headstart	Wakefield	400 South Avenue	Turlock	95380	06099003802
CPSP	Ceres Medical Office	3109 Whitmore Ave	Ceres	95307	06099002605
CPSP	Stanislaus County Medical Office	830 Scenic Dr	Modesto	95350	06099001002
CPSP	McHenry Medical Office	1209 Woodrow Ave Ste B-10	Modesto	95350	06099000801
CPSP	Paradise Medical Office	401 Paradise Rd, Ste. E	Modesto	95351	06099001601
CPSP	Hughson Medical Office	2412 3 rd St	Hughson	95326	06099002902
CPSP	Turlock Medical Office	800 Delbon Ave. #A	Turlock	95382	06099003906

*Refer to the list of Means-Tested Programs on page 2.

Free/Reduced Price Meal Percentage Data Sheet

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
M. Robert Adkison Elementary (S, P, A)	Ceres Unified	50710430109082	78.75%	10.28%	89.02%
Don Pedro Elementary (S) (P)	Ceres Unified	50710436052443	84.43%	7.38%	91.80%
Sinclear Elementary (S, P, A)	Ceres Unified	50710430109090	65.03%	15.63%	80.65%
Joel J.Hidahl Elementary (S, P, A)	Ceres Unified	50710430109074	72.65%	11.11%	83.76%
Blaker-Kinser Junior High (S) (P)	Ceres Unified	50710436112346	72.80%	11.83%	84.63%
Caswell Elementary (S) (P)	Ceres Unified	50710436052435	88.04%	5.79%	93.83%
Aspire Summit Charter Academy (S) (P)	Ceres Unified	50710430112292	39.46%	16.22%	55.68%
Mae Hensley Junior High (S) (P)	Ceres Unified	50710436085013	68.66%	12.09%	80.75%
Carrol Fowler Elementary (S) (P)	Ceres Unified	50710436052427	72.25%	9.89%	82.14%
Virginia Parks Elementary (S) (P)	Ceres Unified	50710436108435	60.80%	13.28%	74.08%
La Rosa Elementary (S) (P)	Ceres Unified	50710430110734	64.66%	13.53%	78.20%
Samual Vaughn Elementary (S) (P)	Ceres Unified	50710436112338	57.03%	14.71%	71.73%
Westport Elementary (S) (P)	Ceres Unified	50710436052468	84.83%	6.44%	91.26%
Bonita Elementary (S) (P)	Newman-Crows Landing Unified	50736016025712	43.27%	16.96%	60.23%
Hunt Elementary (S) (P)	Newman-Crows Landing Unified	50736010101188	62.26%	12.45%	74.71%
Orestimba High (S) (P)	Newman-Crows Landing Unified	50736015035902	54.06%	15.10%	69.16%
Yolo Junior High (S) (P)	Newman-Crows Landing Unified	50736016025761	61.06%	15.15%	76.21%
Von Renner Elementary (S) (P)	Newman-Crows Landing Unified	50736016025753	70.43%	15.02%	85.45%
Emilie J. Ross Middle (S) (P)	Hughson Unified	50755496052567	45.19%	6.07%	51.26%
Fox Road Elementary (S) (P)	Hughson Unified	50755490101030	54.49%	9.63%	64.12%
Hughson Elementary (S) (P)	Hughson Unified	50755496052575	56.37%	8.49%	64.86%
Keyes Elementary (S) (P)	Keyes Union	50711346052591	100.00%	0.00%	100.0%
Magnolia Elementary (S) (P)	Oakdale Joint Union	50755646100390	43.44%	7.80%	51.24%

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Cloverland Elementary (S) (P)	Oakdale Joint Union	50755646052880	47.24%	8.95%	56.19%
Sisk Elementary (S) (P)	Salida Union	50712666106934	38.13%	15.31%	53.44%
Dena Boer (S) (P)	Salida Union	50712666113823	43.79%	14.75%	58.54%
Salida Elementary (S) (P)	Salida Union	50712666053037	56.73%	15.53%	72.26%
Salida Middle School-Vella Campus (S, P, A)	Salida Union	50712666120844	41.56%	14.84%	56.40%
Crowell Elementary (S) (P)	Turlock Unified	50757396053151	73.98%	11.04%	85.03%
Cunningham Elementary (S) (P)	Turlock Unified	50757396053169	64.45%	19.44%	83.89%
Osborn Two-Way Immersion (S) (P)	Turlock Unified	50757396053185	71.54%	10.28%	81.82%
Turlock Junior High (S) (P)	Turlock Unified	50757396053136	51.52%	12.98%	64.49%
Richard M. Moon Primary (S) (P)	Waterford Unified	50755720118513	66.84%	6.43%	73.26%
Waterford Middle (S) (P)	Waterford Unified	50755726053219	63.25%	8.66%	71.92%
Lucille Whitehead Intermediate (S) (P)	Waterford Unified	50755720117770	70.26%	6.41%	76.67%
Waterford High (S) (P)	Waterford Unified	50755725030259	45.79%	9.06%	54.85%

*After each school name indicate all that apply with the following abbreviations: K-12 School (S), Preschool (PS), After School (A) & Parents (P)

Budget Coversheet

Prime Grantee Name:

Stanislaus County Health Services Agency FFY13/14 Budget

Grant Number:

13-20511

Budget Categories	FFY 13 Total	FFY 14 Total	Difference	% Difference
1 Salaries		\$303,618.20	\$303,618.20	100.00%
2 Benefits		\$137,839.43	\$137,839.43	100.00%
3 Operating		\$61,468.00	\$61,468.00	100.00%
4 Equipment		\$41,514.00	\$41,514.00	100.00%
5 Travel & Per Diem		\$12,831.50	\$12,831.50	100.00%
6 Subcontractors		\$370,000.00	\$370,000.00	100.00%
7 Other Costs		\$63,750.00	\$63,750.00	100.00%
8 Indirect Costs		\$110,364.41	\$110,364.41	100.00%
Totals:	\$0.00	\$1,101,385.54	\$1,101,385.54	800.00%

Budget Categories	Reason for difference greater than 5%
1 Salaries	Hired additional Health Educator
2 Benefits	Hired additional Health Educator
3 Operating	Need additional work space for new staff
4 Equipment	For additional staff
5 Travel & Per Diem	hired additional Health Educator
6 Subcontractors	per agreement
7 Other Costs	additional staff
8 Indirect Costs	hired additional Health Educator

Prime Staffing

Prime Grantee Name:

Stanislaus County Health Services Agency FFY13/14 Budget

Grant Number:

13-20511

Position Title <small>* Job Descriptions for each position can be found on the Job Descriptions tab.</small>	Position Names	Description of Job Duties		FTEs charged to SNAP-Ed	Total Annual Salary	Total SNAP-Ed Salary	Benefit Rate	Benefits *Total SNAP-Ed Salary X Benefit Rate	SNAP-Ed Salary, Benefits and Wages, Federal Dollars only
		% of SNAP-Ed Time spent on Mgmt/Admin Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery						
3 Administrator (e.g., Director of Programs)	Elaine Emery RD	5.00%		0.05	\$96,824.00	\$4,841.20	54.000%	\$2,614.25	\$7,455.45
27 Project Coordinator	Dan Rosas	75.00%	25.00%	1	\$71,033.00	\$71,033.00	54.000%	\$38,357.82	\$109,390.82
21 Nutritionist/Nutrition Educator/Nutrition Aide	Ayde De La Torre		100.00%	1	\$32,760.00	\$32,760.00	54.000%	\$17,690.40	\$50,450.40
17 Health Educator (including Health Aide, Health Promotion Instructor, etc.)	Kyle Fliflet		100.00%	1	\$49,681.00	\$49,681.00	54.000%	\$26,827.74	\$76,508.74
17 Health Educator (including Health Aide, Health Promotion Instructor, etc.)	Jenny Dominguez		100.00%	1	\$51,116.00	\$51,116.00	54.000%	\$27,602.64	\$78,718.64
22 Office Manager/Secretary/Admin Assistant	Amber Gomes	100.00%		1	\$38,027.00	\$38,027.00	54.000%	\$20,534.58	\$58,561.58
8 Contract Manager	Heather Duvall	60.00%		0.6	\$93,600.00	\$56,160.00	7.500%	\$4,212.00	\$60,372.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00
				0		\$0.00		\$0.00	\$0.00

Prime Staffing

19				0		\$0.00		\$0.00	\$0.00
20				0		\$0.00		\$0.00	\$0.00
21				0		\$0.00		\$0.00	\$0.00
22				0		\$0.00		\$0.00	\$0.00
Totals:			240.00%	325.00%	5.65	\$433,041.00	\$303,618.20	\$137,839.43	\$441,457.63

Definition and basis for calculations of benefit rate(s):

Retirement, health insurance, vision, dental, payroll taxes

**USDA
POSITION DESCRIPTIONS**

Position Number	USDA Position Title	LHD Position Title	Position Description
1	Accountant/Finance Analyst		Serves as internal auditor and controller. Assists with processing purchase orders, invoices, preparation of vouchers for payment as related to the Network program, as well as monitoring the budgets.
2	Administrative Coordinator		Provides administrative and office support for the project staff and is responsible for the reporting requirements.
3	Administrator (e.g., Director of Programs)	Program Manager	Administer the nutrition education grant agreement and budget, supervising nutrition education staff, attend nutrition education and scope of work related meetings, program planning and participating in the Regional collaborative. Coordinate grant agreement reporting requirements.
4	After School Coordinator/Assistant		Plan and facilitate nutrition education activities for recreation programming, in after school setting for different age groups of children; seniors, teen; special populations, such as mothers with young children and families; nutrition education for special events and workshops. Prepare instructional plans for youth camps and field trips; and nutrition education for special events and workshops. Prepare instructional plans for nutrition activities, collect data related to nutrition education programming, prepare documentation for nutrition education grant agreement; and helps prepare interim and final progress report .
5	Chief Executive Officer		Provides overall guidance for the operations, personnel, and fiscal responsibilities required by the nutrition project.
6	Community Liaison		Conducts nutrition education, physical activity promotion interventions in the community setting. Works with Community Based Organizations to increase the reach of nutrition education interventions to Nutrition Education Obesity Program eligible.
7	Computer Specialist		The Computer Specialist will provide assistance with the nutrition database and tracking system.
8	Contract Manager		Manages the nutrition education grant agreement including budgets, invoices, local share documentation reports, time studies, fiscal reporting and adherence to funding requirements.
9	Coordinator of Other Program (e.g., Teen program, Healthy Start, etc.)		Supervises, coordinates, facilitates nutrition education activities, workshops, special events related to the recreation and community center planning and working together with other community center groups. Supervises staff implementing the nutrition education grant agreement, prepares invoices, prepares and collects documentation, prepares progress reports
10	Curriculum Specialist		Develops curriculum for nutrition education and physical activity interventions in a variety of different channels/venues.
11	Database Coordinator		Develops database used to track nutrition education, physical activity and food stamp promotion interventions in a variety of channels.
12	Dental/Medical Assistant		Conduct one-on-one nutrition education interventions prior to primary care visit.
13	Dietician		Oversees and supervises the nutrition education program including project administration, project coordination, the development of the nutrition education component and materials and other nutrition and physical activity promotion programs.
14	Family Advocate		Provides nutrition education to students and their families, and recruits NEOP eligible for group nutrition/cooking classes. Provides nutrition, physical activity and food stamp promotion resources to students and their parents.

**USDA
POSITION DESCRIPTIONS**

15	Food Service Worker (e.g., Director, Manager, Asst., Server, Cook)		Assists with planning and preparing healthy food taste tests in the school setting in conjunction with classroom based nutrition education intervention. Works with teachers to increase student, teacher and parent knowledge of the importance of consuming more servings of fruits and vegetables and being active daily. Compiles documentation on taste testing activities and all reporting required for nutrition grants. In some cases, supervises staff that carry out activities.
16	Graphic Illustrator		Develop local promotional nutrition education materials such as community flyers/ newsletters and/or to develop local nutrition/physical activity promotional/educational materials under the direction of the nutrition staff.
17	Health Educator (including Health Aide, Health Promotion Instructor, etc.)		Develop materials and facilitate health education in both group and individual settings. Teaches general nutrition, the importance of fruits and vegetables, and health benefits of proper nutrition and physical activity.
18	Legal Counsel		Assist with development of policies, approval of grant agreements and Memorandums of Understanding and providing legal advice specifically related to the implementation of nutrition education and physical activity promotion
19	Medical Assistant		Demonstrates safe food handling and personal hygiene to prevent food borne illness, provide nutrition-related services to staff, parents, and students and promotes physical activity within the context of nutrition education. (This does not include any medical nutrition therapy).
20	Nurse/Nurse Supervisor/Nurse Aide RN		Provides nutrition and physical activity promotion to students enrolled in nutrition education programs and their families. Supports nutrition education goals through interventions; local, regional, and statewide collaboration and interventions. (This does not include any medical nutrition therapy).
21	Nutritionist/Nutrition Educator/Nutrition Aide	Community Health Worker II	Provides nutrition education to the neop eligible population. Specific duties include: one-on-one general nutrition education, delivery of general nutrition education in a classroom or group setting, staffing health fairs and other community or promotional events where nutrition education messages are delivered, distribution of linguistically and culturally appropriate nutrition education materials, documentation of educational and other encounters, assisting with writing project reports and preparation of quarterly reports, maintaining program reporting and tracking systems.
22	Office Manager/Secretary/Admin Assistant	Administrative Clerk II	Provides general clerical support to the Program. Assists in development and maintenance of a data collection system with emphasis on fiscal information. Arranges meetings and trainings, orders supplies and materials, creates correspondence, photocopies, etc.
23	Pharmacist		Promotes nutrition education and physical activity to NEOP eligible population through displays, distributing literature, and supervising staff to update nutrition education bulletin board.
24	Physician		Supervises professional staff including Dietitians, Nurses and Nutrition/Project Coordinators that provide nutrition education and promotes physical activity to NEOP eligibles in a variety of channels. Provides direction on strategic planning of nutrition and physical activity programs to NEOP eligible clients. In some cases, provides nutrition education to NEOP eligibles. (This does not include any medical nutrition therapy).

**USDA
POSITION DESCRIPTIONS**

25	Professor		Coordinates, facilitates, modifies, develops, and demonstrates lessons on nutrition and promotes physical activity for the NEOP eligible community, and students with their families. Supports nutrition education Program goals and local, regional, and statewide collaboration.
26	Program Assistant		Assists the Project Coordinator with nutrition education program planning and development. Under the direction of Project Coordinator, works directly with individuals and small groups providing curriculum-based, prevention-oriented general nutrition education and physical activity targeted to NEOP eligibles.
27	Project Coordinator		Coordinate program staff and nutrition education activities; plan and follow through on outreach and educational events at health fairs, schools, and other promotional activities; work with schools, churches, farm worker organizations, and community organizations in planning and promoting good health through dissemination of nutrition education materials; actively acquire and develop culturally and linguistically competent nutrition curriculum and educational materials; to promote existing and/or to develop new physical activity promotional components of nutrition education; and expand our existing community outreach program to encompass nutritional components to increase community awareness and knowledge of good nutrition and healthy active lifestyles.
28	Promotora		Works with the Project Coordinator in NEOP communities to conduct nutrition education interventions and participate in local events to promote health eating and physical activity for NEOP eligibles.
29	Recreation Leader		Mentors and trains staff on integration of physical activity into nutrition education interventions. Coordinates one-time physical activity demonstrations. Chooses nutrition and physical activity resources to distribute with nutrition education interventions.
30	Research Specialist		Evaluates nutrition education, and physical activity promotion interventions in a variety of community channels. Methods can include process and impact evaluations, pre and post tests, surveys, focus/discussion roundtables, photo documentaries, case studies, etc.
31	School Administrator (e.g., Principal, Superintendent)		Provides oversight and coordination of the nutrition education conducted in participating classrooms of all schools.
32	Teacher/Student Aide/Assistant		Assists the Nutritionists, Health Educators, and Project Coordinator with nutrition education activities and community events that promote healthy eating and physical activity for low-income families, the target population, Food Stamp recipients and other similar households. 100% direct delivery of educational services.
33	Teacher (preK-12 Classroom, PE, Speech, etc.)		Coordinates, facilitates, modifies, develops, and demonstrates lessons on nutrition and promotes physical activity for students and their families. Supports nutrition education program goals through promotion; local, regional, and statewide collaboration; and close coordination with the Registered Dietitian to train staff.
34	Translator		Translates approved curriculum and materials into Spanish or other languages. Reviews translation for cultural appropriateness. Interprets nutrition education interventions (one-on-one and group) in the community for dietitians, health educators and others .
35	Tutor		Assist teachers and/or students with nutrition education and physical activity promotion.

**USDA
POSITION DESCRIPTIONS**

36	Web Designer		Develops and maintains website containing nutrition education resources, gardening and health related topics and issues.
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Prime Budget Justification

Prime Grantee Name: Stanislaus County Health Services Agency FFY13/14 Budget
 Grant Number: 13-20511

Operating Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	Months	Total
Space	\$1.20/sq ft x 1500 sq ft (5.6 FTE)	\$1.20	1500.00	12.00	\$21,600.00
Office Supplies	Pens, pencils, paper, markers, flip charts \$200 x 12	\$200.00	1.00	12.00	\$2,400.00
Communication	Phones, Internet, Fax \$140 x 12month x 5.6 FTE	\$140.00	5.60	12.00	\$9,408.00
Copier	Rental \$200 x 12 months	\$200.00	1.00	12.00	\$2,400.00
Utilities	\$200 x 12 months	\$200.00	1.00	12.00	\$2,400.00
Printing and duplication	Nutrition and PA related approved materials for participants	\$0.50	20000.00	1.00	\$10,000.00
Retail store promotion	Posters, recipe cards, etc	\$200.00	1.00	12.00	\$2,400.00
Janitorial/pest control	Clean staff space .35/sq ft x 1500 sq ft x 12 months	\$525.00	1.00	12.00	\$6,300.00
Maintenance	\$140 per month (lights, facility issues, etc)	\$140.00	1.00	12.00	\$1,680.00
Storage space	\$1.20/sq ft x 200 sq ft	\$1.20	200.00	12.00	\$2,880.00
Total Operating Expenses:					\$61,468.00

Equipment Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	FTE	Total
PC	PC for Health Educator, Admin staff	\$1,207.00	1.00	2.00	\$2,414.00
Office furniture	Desk, chair for Health Educator	\$5,000.00	1.00	1.00	\$5,000.00
Filing Cabinets	To hold Nut Ed, admin materials for 5 FTE	\$3,000.00	1.00	5.00	\$15,000.00
Storage Racks	To hold Nut Ed, admin materials for 5 FTE	\$2,000.00	1.00	5.00	\$10,000.00
Folding Tables	For activities, health fairs	\$500.00	2.00	2.00	\$1,000.00
Folding Chairs	For activities, health fairs	\$200.00	2.00	2.00	\$400.00
Conference Table	For staff meeting	\$3,000.00	1.00	1.00	\$3,000.00
Conference table chairs	For staff meeting	\$200.00	1.00	6.00	\$1,200.00
Poster holders	Poster stands	\$500.00	10.00	6.00	\$3,000.00
Digital Camera	Pictures for forums, events	500.00	1.00	1.00	\$500.00
Total Equipment Expenses:					\$41,514.00

Prime Budget Justification

Travel and Per Diem

Travel/Position Title	Location	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
2 HE, CHW, PC, CM	Local	300	4						20.00			\$3,390.00
Regional Network (2 HE, 1 PC, 1	Sacramento	20	4						180.00			\$2,034.00
Regional Collaborative (2 HE, 1	Sacramento	4	3						180.00			\$406.80
NEOP Statewide Collaborative	Sacramento	2	4	3	2	\$40.00	\$96.00		180.00			\$2,699.40
CCLHDN (2 HE, 1 PC)	TBD	1	3	3	2	\$40.00	\$96.00		180.00	\$350.00		\$2,087.70
Network Statewide Conference	Sacramento	1	4	2	2	\$40.00	\$96.00		180.00			\$1,189.70
LHD Project Coordinator Mtg	Sacramento	1	2	1.5	1	\$40.00	\$96.00		180.00			\$413.70
LHD Project Coordinator Mtg	Sacramento	1	2	1					180.00			\$101.70
Network Sponsored Skill based	sacramento	5	4	1					180.00			\$508.50
												\$0.00
Total Travel and Per Diem:											\$12,831.50	

Sub Grant(s)

Name	Description/Justification	Total
A TBD	Peer Education Objective (10)	\$75,000.00
B TBD	Youth Engagement Objective (13)	\$50,000.00
C TBD	Research/Evaluation Specialist	\$50,000.00
D TBD	Afterschool Objective (12)	\$195,000.00
E		
F		
G		
H		
I		
Total Sub Grant(s):		\$370,000.00

Prime Budget Justification

Other Costs

Budget Item	Description/Justification	Unit Cost	Quantity	Misc.	Total
Nut Ed Materials	Materials, resource guides to be distributed in classes (only USDA Pre-	\$4.00	8000.00	1.00	\$32,000.00
Food /supplies	Food items for demonstrations (including paper products, utensils, etc)	\$2.50	7000.00	1.00	\$17,500.00
Can-Act Dues	Dues	\$250.00	1.00	1.00	\$250.00
Nominal Physical Activiy	Nominal items to promote PA (hula hoops, jump ropes, balls, bean bags etc)	\$2.00	1000.00	1.00	\$2,000.00
Resource guide printing	Resource guide of local FNS programs, food banks, etc for SNAP-Ed	\$4.00	3000.00	1.00	\$12,000.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
Total Other Costs:					\$63,750.00

Indirect Costs

Calculation Method	%	\$ of Method	Total
Salaries and benefits	25.00%	\$441,457.63	\$110,364.41
Total Indirect Costs:			\$110,364.41

Total Budget: \$1,101,385.54		
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LHD FFY 2014 Training-Based Travel Worksheet

Based on Proposed FFY 2014 'IN PERSON' Trainings & Locations

Proposed 'In Person' TRAININGS/MEETINGS	NEED or WANT for SNAP-Ed	BASIC or ADVANCED	Preferred LOCATION	# DAYS	# STAFF	Lodging estimate	Airfare estimate	Mileage estimate
Administrative Operations								
Fiscal and Administrative Orientation	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	At LHD Site	1	n/a	n/a	n/a	n/a
Leadership & Partnership								
LHD Peer Exchange Mentor Program	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2	\$192		180
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Media & Communications								
Media Spokesperson SNAP-Ed NEOP	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	96		180
Media Spokesperson Champions for Change	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	96		180
Media Spokesperson Rethink Your Drink	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2	192		180
Media Spokesperson CX³	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	192		180
Community Based Initiatives								
Community Engagement Engaging Low Income Residents as Leaders	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	4	384		360
Retail & Corner Stores	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	4	384		360
Youth Engagement	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	4	384		360
Cultural Proficiency In Low income & Ethnic Communities	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	4	384		360
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Research & Evaluation								
Impact and Outcome Evaluation	<i>Network Sponsored</i>		<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2			180
CX³ Tier 1: On-line Mapping	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2			180
CX³ Tier 2: On the Ground Survey	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2			180
Meetings & Conferences								
Network Statewide Conference <i>* Includes 1 day for pre/post training</i> <i>* Consider adding for youth track attendees</i>	<i>Network Sponsored</i>		Sacramento Feb 2014	2+1	4	\$96.00 per person = \$384.00		180
NEOP Statewide Collaborative <i>* Includes 1 day for pre or post training</i>	<i>Network Sponsored</i>		Sacramento Nov 2014	2+1	4	\$96.00 per person = \$384.00		180

LHD FFY 2014 Training-Based Travel Worksheet

Based on Proposed FFY 2014 'IN PERSON' Trainings & Locations

Proposed 'In Person' TRAININGS/MEETINGS	NEED or WANT for SNAP-Ed	BASIC or ADVANCED	Preferred LOCATION	# DAYS	# STAFF	Lodging estimate	Airfare estimate	Mileage estimate
NEOP Statewide Collaborative <i>* Includes pre or post training</i>	<i>Network Sponsored</i>		Sacramento May 2014	2+1	4	\$96.00 per person = \$384.00		130
CCLHDN Membership Mtg. & Leadership Forum	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	N/A	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	2	4	\$96.00 per person = \$384.00		180
FANOUT Meetings (Quarterly)	<input type="checkbox"/> NEED <input type="checkbox"/> Want	N/A	Sacramento	4				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA					

Proposed LHD Webinar Training Topics for FFY 2014

Please check boxes and fill in the blanks to show your needs and preferences

NEED	Want	Don't Want	Basic or Advanced	TRAINING TOPICS <small>(proposed Webinars in FFY14)</small>	NEED	Want	Don't Want	Basic or Advanced	TRAINING TOPICS <small>(proposed Webinars in FFY14)</small>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Administrative & Fiscal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Communications & Media
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Subcontracting SNAP-Ed for LHDs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Network Branding & Writing for Low Literac
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	CDPH Contract Amendments for LHDs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Framing a Systems Approach to NEOP
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	LHD Progress Report Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Communities of Excellence - CX3
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Geographic Information System (GIS)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	CX³ Outdoor, Mobile Vending, Food Banks, Emergency Outlets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Impact and Outcome Training (IOE)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	CX³ - How To Read Your Data
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Activity Tracking Form Training (ATF)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	CX³ - How to Use Communications Tools
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Measuring PSE Changes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	CX³ - Implementation Plan Strategies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Integrated Initiatives	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Key Channels
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Community Engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Ethnic Communities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Peer to Peer (promotora)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Faith Organizations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Physical Activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Health Care Providers
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Policy Systems & Environmental Change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Quick Service Restaurants
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Rethink Your Drink	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Retail & Corner Stores
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Youth Engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Worksite
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Leadership & Partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Schools & Youth Serving Organizations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Community Nutrition Action Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Early Childhood Care & Education Sites
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Facilitating Collaborative Partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	School/Afterschool Initiatives
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Partnering to Advance Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Safe Routes to School
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Joint Use Agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Youth Engagement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	Strengthening Food Policy Councils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Power Play!
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Skills & Tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Community Toolbox	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	LHD Programmatic Orientation

Proposed LHD Webinar Training Topics for FFY 2014

Please check boxes and fill in the blanks to show your needs and preferences

NEED	Want	Don't Want	Basic or Advanced	TRAINING TOPICS <small>(proposed Webinars in FFY14)</small>	NEED	Want	Don't Want	Basic or Advanced	TRAINING TOPICS <small>(proposed Webinars in FFY14)</small>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Food Safety Demonstration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Network for a Healthy California Orientation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Harvest of the Month (HOTM)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	Other

EXHIBIT A1

**DELIVERABLES FOR LOCAL
HEALTH DEPARTMENT GRANTS**

**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
NUTRITION EDUCATION AND OBESITY PREVENTION (NEOP) BRANCH
Deliverables for Local Health Department Grants
FFY 2014-2016**

GRANT AGREEMENT NUMBER 13-20511

GOAL: Supplemental Nutrition Assistance Program Nutrition Education (SNAP-Ed) participants and those eligible up to 185 percent Federal Poverty Level (FPL) are educated and receive support to consume healthy foods and beverages, reduce consumption of less healthy foods and beverages and to increase physical activity. These are the behavioral outcomes that the United States Department of Agriculture (USDA) expects and have the potential to reduce the prevalence of obesity and the onset of related chronic diseases in the SNAP-Ed population.

Objective 1: Consumption and Access to Healthy Foods - Fruit and Vegetables

Annually, as measured by statewide surveys and other surveillance systems, the percent of eligible Californian adults, teens, and children consuming fruits and vegetables will increase (measured as at least five servings of fruit and vegetables a day, two servings of fruit/day, and three servings of vegetables/day).

Objective 2: Consumption and Access to Healthy Beverages and Reduced Consumption of Unhealthy Beverages

Annually, as measured by statewide surveys and other surveillance systems, the percent of eligible Californian adults, teens, and children consuming low fat/nonfat milk and water will increase and consuming sugary beverages will decrease

Objective 3: Physical Activity and Sedentary Behavior

Annually, as measured by statewide surveys and other surveillance systems, the percent of eligible California adults, teens, and children who meet their respective age-level goals for physical activity will increase and the percent of youth who report watching two or fewer hours of television a day will increase

Objective 4 - Environmental Supports for Nutrition Education

Annually, as measured by policy/systems/environmental change reports, at least 50 percent of local health departments will report successful implementation of one (or more place-based nutrition and physical activity standard(s) or environmental support(s) to nutrition education.

DELIVERABLES/OUTCOME MEASURES: Local Health Departments (LHDs) are required to deliver SNAP-Ed services that use nutrition education, health promotion, and intervention strategies; comprehensive, multi-level interventions at multiple complementary organizational and institutional levels; and community and public health approaches to improve nutrition. To insure that the California Department of Public Health (CDPH) meets its statewide SNAP-Ed objectives, the Local Health Department (LHD) are responsible for meeting USDA assurances and the following checked

deliverables. Deliverables not met will result in a corrective action plan and/or denial or reduction in future SNAP-Ed funding.

Local Health Department Deliverables

Deliverable 1	Three-year nutrition education plan, updated annually, describing evidence-based nutrition education and obesity prevention and evaluation strategies to improve the health of the SNAP-Ed eligible population based on the Social Ecological Model (SEM), and an assessment using ethnicity, obesity, chronic disease and related data for the jurisdiction to be updated annually.	☒
Deliverable 2	<p>Compile data for and report quarterly on educational activities, completing all relevant components on the Activity Tracking Form (ATF):</p> <p>A) The number, SNAP status, age, gender, race/ ethnicity of SNAP-Ed eligible individuals receiving what type of evidence-based direct nutrition education and in what setting. (Note: When this information is not available, report as indirect education contacts as in B) or C) below.)</p> <p>B) The number of evidence-based nutrition education and health promotion messages to address SNAP-Ed goals, at least half of which are "Half Your Plate: Fruits and Vegetables" and "Rethink Your Drink".</p> <p>C) Community public relations events and community messages promoting healthy foods and beverages and physical activity in SNAP-eligible census tracts and venues.</p>	<p>☒</p> <p>☒</p> <p>☒</p>
Deliverable 3	<p>Compile data for and report quarterly on community engagement activities, completing all relevant components on the Activity Tracking Form (ATF):</p> <p>A) Training to service providers, food retailers, SNAP-Ed-eligible families or their representatives ("Champions"), youths and/or groups in SNAP-Ed-eligible venues/census tracts on SNAP-Ed strategies.</p> <p>B) Coalitions and partnerships established with USDA-funded and other partners to address community issues, enhance the consistency of food and nutrition messaging and reaching consensus on how best to improve access to healthy foods, beverages and physical activity in the SNAP-eligible community.</p>	<p>☒</p> <p>☒</p>

	C) "Communities of Excellence in Nutrition, Physical Activity and Obesity Prevention" (CX ³) or other evidence-based community assessment, including a plan for achieving identified changes, and resulting changes produced.	<input checked="" type="checkbox"/>
	D) Any presentation to decision makers of CX ³ or other community assessment findings along with (a) proposal(s) for action and an implemented action plan(s) for achieving the identified changes developed through full or modified consensus by community members and partners.	<input checked="" type="checkbox"/>
Deliverable 4	As applicable, report on successful implementation of Policy/ Systems/ Environmental Change (PSE) processes, including reach, effectiveness (outcomes), adoption, implementation, maintenance, and challenges faced, means used to overcome them, and next steps. Include copy/description of policy change enacted, system altered and/or photographs of environmental change made to improve access to healthy foods and beverages and to improve opportunities for physical activity.	<input checked="" type="checkbox"/>
Deliverable 5	Quarterly Expense documenting all expenses incurred during the quarter with the ability to provide back-up documentation for one quarter's expenses in sufficient detail to allow CDPH to ascertain compliance with USDA grant rules for allowable expenses. Likewise, provide Quarterly Progress Reports describing in detail the program activities conducted during the quarter, and the ability to provide source documentation in sufficient detail to support the reported activities.	<input checked="" type="checkbox"/>
Deliverable 6	Evaluation of a minimum series of five nutrition education classes using practice or evidence-based lessons using the <i>Network's</i> standard pre/post-test Impact/Outcome evaluation design focused on behaviorally focused outcomes for a specified number of individuals. (Note: Required only for LHDs receiving ≥ \$350,000 in the base grant)	<input checked="" type="checkbox"/>

EXHIBIT B
BUDGET DETAIL

Budget Coversheet

Prime Grantee Name:

Stanislaus County Health Services Agency

Grant Number:

13-20511

Position Title	Position Names	Description of Job Duties		FTEs charged to SNAP-Ed	Total Annual Salary	Total SNAP-Ed Salary	Benefit Rate	Benefits *Total SNAP-Ed Salary X Benefit Rate	SNAP-Ed Salary, Benefits and Wages, Federal Dollars only
		% of SNAP-Ed Time spent on Mgmt/Admin Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery						
3 Administrator (e.g., Director of Programs)	Elaine Emery RD	100.00%	0.00%	0.05	\$96,824.00	\$4,841.20	54.000%	\$2,614.25	\$7,455.45
27 Project Coordinator	Dan Rosas	75.00%	25.00%	1	\$71,033.00	\$71,033.00	54.000%	\$38,357.82	\$109,390.82
21 Nutritionist/Nutrition Educator/Nutrition Aide	Ayde De La Torre	0.00%	100.00%	1	\$32,760.00	\$32,760.00	54.000%	\$17,690.40	\$50,450.40
17 Health Educator (including Health Aide, Health Promotion Instructor, etc.)	Kyle Fliflet	0.00%	100.00%	1	\$49,681.00	\$49,681.00	54.000%	\$26,827.74	\$76,508.74
17 Health Educator (including Health Aide, Health Promotion Instructor, etc.)	Jenny Dominguez	0.00%	100.00%	1	\$51,116.00	\$51,116.00	54.000%	\$27,602.64	\$78,718.64
22 Office Manager/Secretary/Admin Assistant	Amber Gomes	100.00%	0.00%	1	\$38,027.00	\$38,027.00	54.000%	\$20,534.58	\$58,561.58
8 Contract Manager	Heather Duvall	100.00%	0.00%	0.6	\$93,600.00	\$56,160.00	7.500%	\$4,212.00	\$60,372.00
Totals:		375.00%	325.00%	5.65	\$433,041.00	\$303,618.20		\$137,839.43	\$441,457.63

* Fiscal accounting included in indirect costs.

Definition and basis for calculations of benefit rate(s):

Retirement, health insurance, vision, dental, payroll taxes

Budget Coversheet

Prime Grantee Name: Stanislaus County Health Services Agency
 Grant Number: 13-20511

Operating Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	Months	Total
Space	\$1.20/sq ft x 1500 sq ft (5.6 FTE)	\$1.20	1500.00	12.00	\$21,600.00
Office Supplies	Pens, pencils, paper, markers, flip charts \$200 x 12	\$200.00	1.00	12.00	\$2,400.00
Communication	Phones, Internet, Fax \$140 x 12month x 5.6 FTE	\$140.00	5.60	12.00	\$9,408.00
Copier	Rental \$200 x 12 months	\$200.00	1.00	12.00	\$2,400.00
Utilities	\$200 x 12 months	\$200.00	1.00	12.00	\$2,400.00
Printing and duplication	Nutrition and PA related approved materials for participants	\$0.50	20000.00	1.00	\$10,000.00
Retail store promotion	Posters, recipe cards, etc	\$200.00	1.00	12.00	\$2,400.00
Janitorial	Clean staff space .35/sq ft x 1500 sq ft x 12 months	\$525.00	1.00	12.00	\$6,300.00
Maintenance	\$140 per month (lights, facility issues, etc)	\$140.00	1.00	12.00	\$1,680.00
Storage space	\$1.20/sq ft x 200 sq ft	\$1.20	200.00	12.00	\$2,880.00
Total Operating Expenses:					\$61,468.00

Equipment Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	FTE	Total
PC	PC for Health Educator, Admin staff	\$1,207.00	1.00	2.00	\$2,414.00
Office furniture	Desk, chair for Health Educator	\$5,000.00	1.00	1.00	\$5,000.00
Filing Cabinets	To hold Nut Ed, admin materials for 5 FTE	\$3,000.00	1.00	5.00	\$15,000.00
Storage Racks	To hold Nut Ed, admin materials for 5 FTE	\$2,000.00	1.00	5.00	\$10,000.00
Folding Tables	For activities, health fairs	\$500.00	2.00	2.00	\$1,000.00
Folding Chairs	For activities, health fairs	\$100.00	2.00	5.00	\$500.00
Poster holders	Poster stands(moveable poster stands to be placed in Food Stamp waiting	\$500.00	10.00	6.00	\$3,000.00
Digital Camera	Pictures for forums, events	500.00	1.00	1.00	\$500.00
Total Equipment Expenses:					\$37,414.00

Budget Coversheet

Travel and Per Diem

Travel/Position Title	Location	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
2 HE, CHW, PC, CM	Local	300	4						20.00			\$3,390.00
Regional Network (2 HE, 1 PC, 1	Sacramento	20	4						180.00			\$2,034.00
Regional Collaborative (2 HE, 1	Sacramento	4	3						180.00			\$406.80
NEOP Statewide Collaborative	Sacramento	2	4	3	2	\$40.00	\$96.00		180.00			\$2,699.40
CCLHDN (2 HE, 1 PC)	TBD	1	3	3	2	\$40.00	\$96.00		180.00	\$350.00		\$2,087.70
Network Statewide Conference	Sacramento	1	4	2	2	\$40.00	\$96.00		180.00			\$1,189.70
LHD Project Coordinator Mtg	Sacramento	1	2	1.5	1	\$40.00	\$96.00		180.00			\$413.70
LHD Project Coordinator Mtg	Sacramento	1	2	1					180.00			\$101.70
Network Sponsored Skill based	sacramento	5	4	1					180.00			\$508.50
Total Travel and Per Diem:											\$12,831.50	

Sub Grant(s)

Name	Description/Justification	Total
A TBD	Peer Education class series	\$75,000.00
B TBD	Youth Engagement	\$50,000.00
C TBD	Research/Evaluation Specialist	\$50,000.00
D TBD	Afterschool nutrition education & physical activity	\$195,000.00
Total Sub Grant(s):		\$370,000.00

Other Costs

Budget Item	Description/Justification	Unit Cost	Quantity	Misc.	Total
Nut Ed Materials	Materials, resource guides to be distributed in classes (only USDA Pre-	\$4.00	8000.00	1.00	\$32,000.00
Food /supplies	Food items for demonstrations (including paper products, utensils, etc)	\$2.50	7000.00	1.00	\$17,500.00
Can-Act Dues	Dues	\$250.00	1.00	1.00	\$250.00
Nominal Physical Activiy	Nominal items to promote PA (hula hoops, jump ropes, balls, bean bags etc)	\$2.00	2000.00	1.00	\$4,000.00
Resource guide printing	Resource guide of local FNS programs, food banks, etc for SNAP-Ed	\$4.00	3500.00	1.00	\$14,000.00
Total Other Costs:					\$67,750.00

Indirect Costs

Calculation Method	%	\$ of Method	Total
Salaries and benefits	25.00%	\$441,457.63	\$110,364.41
Total Indirect Costs:			\$110,364.41

Total Budget: \$1,101,285.54

EXHIBIT C
STANDARD GRANT CONDITIONS

EXHIBIT C
STANDARD GRANT CONDITIONS

1. **APPROVAL:** This Grant is of no force or effect until signed by both parties and approved by the Department of General Services, if required. The Grantee may not commence performance until such approval has been obtained

2. **AMENDMENT:** No amendment or variation of the terms of this Grant shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or Agreement not incorporated in the Grant is binding on any of the parties. In no case shall the Department materially alter the scope of the Project set forth in Exhibit A.

3. **ASSIGNMENT:** This Grant is not assignable by the Grantee, either in whole or in part, without the written consent of the Grant Manager in the form of a written amendment to the Grant.

4. **AUDIT:** Grantee agrees that the Department, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to this Grant. Grantee agrees to maintain such records for a possible audit for a minimum of three (3) years after final payment or completion of the project funded with this Grant, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to the project.

5. **CONFLICT OF INTEREST:** Grantee certifies that it is in compliance with all applicable state and/or federal conflict of interest laws.

6. **INDEMNIFICATION:** Grantee agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the project, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Grantee in the performance of any activities related to the Project.

7. **FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS:** Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of all grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of any applicable state or federal law, or the

provisions of this Grant. Grantee further agrees that it will maintain separate Project accounts in accordance with generally accepted accounting principles.

8. **GOVERNING LAW:** This Grant is governed by and shall be interpreted in accordance with the laws of the State of California.
9. **INCOME RESTRICTIONS:** Grantee agrees that any refunds, rebates, credits, or other amounts (including any interest thereon) accruing to or received by the Grantee under this Grant shall be paid by the Grantee to the Department, to the extent that they are properly allocable to costs for which the Grantee has been reimbursed by the Department under this Grant.
10. **INDEPENDENT ACTOR:** Grantee, and its agents and employees of Grantee, in the performance of the Project, shall act in an independent capacity and not as officers, employees or agents of the Department.
11. **MEDIA EVENTS:** Grantee shall notify the Department's Grant Manager in writing at least twenty (20) working days before any public or media event publicizing the accomplishments and/or results of the Project and provide the opportunity for attendance and participation by Department's representatives.
12. **NO THIRD-PARTY RIGHTS:** The Department and Grantee do not intend to create any rights or remedies for any third- party as a beneficiary of this Grant or the project.
13. **NOTICE:** Grantee shall promptly notify the Department's Grant Manager in writing of any events, developments or changes that could affect the completion of the project or the budget approved for this Grant.
14. **PROFESSIONALS:** Grantee agrees that only licensed professionals will be used to perform services under this Grant where such services are called for.
15. **RECORDS:** Grantee certifies that it will maintain Project accounts in accordance with generally accepted accounting principles. Grantee further certifies that it will comply with the following conditions for a grant award as set forth in the Request for Applications (Exhibit D) and the Grant Application (Exhibit A).
 - Establish an official file for the Project which shall adequately document all significant actions relative to the Project;
 - Establish separate accounts which will adequately and accurately depict all

amounts received and expended on this Project, including all grant funds received under this Grant;

- Establish separate accounts which will adequately depict all income received which is attributable to the Project, especially including any income attributable to grant funds disbursed under this Grant;
- Establish an accounting system which will adequately depict final total costs of the Project, including both direct and indirect costs; and,
- Establish such accounts and maintain such records as may be necessary for the state to fulfill federal reporting requirements, including any and all reporting requirements under federal tax statutes or regulations.

16. RELATED LITIGATION: Under no circumstances may Grantee use funds from any disbursement under this Grant to pay for costs associated with any litigation between the Grantee and the Department.

17. RIGHTS IN DATA: Grantee and the Department agree that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work submitted under Exhibit A in the performance of the Project funded by this Grant shall be in the public domain. Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Project, subject to appropriate acknowledgment of credit to the Department for financial support. Grantee shall not utilize the materials submitted to the Department (except data) for any profit making venture or sell or grant rights to a third-party who intends to do so. The Department has the right to use submitted data for all governmental purposes.

18. VENUE: The Department and Grantee agree that any action arising out of this Grant shall be filed and maintained in the Superior Court, County of Sacramento, California. Grantee waives any existing sovereign immunity for the purposes of this Grant, if applicable.

EXHIBIT D
FEDERAL PROVISIONS

Special Terms and Conditions

(For federally funded Grant agreements)

The use of headings or titles throughout this exhibit is for convenience only and shall not be used to interpret or to govern the meaning of any specific term or condition.

The terms "Grantee" and "SubGrantee" shall also mean, "agreement", "grant", "grant agreement", "Grantee" and "Subgrantee" respectively.

The terms "California Department of Public Health" and "CDPH" shall have the same meaning and refer to the California State agency that is a party to this Agreement.

This exhibit contains provisions that require strict adherence to various contracting laws and policies.

Index of Special Terms and Conditions

1. Federal Contract Funds
2. Federal Equal Employment Opportunity Requirements
3. Debarment and Suspension Certification
4. Covenant Against Contingent Fees
5. Air or Water Pollution Requirements
6. Lobbying Restrictions and Disclosure Certification
7. Additional Restrictions

1. Federal Contract Funds

(Applicable only to that portion of an agreement funded in part or whole with federal funds.)

- a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.
- b. This agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Agreement. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Agreement in any manner.
- c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.
- d. CDPH has the option to invalidate or cancel the Agreement with 30-days advance written notice or to amend the Agreement to reflect any reduction in funds.

2. Federal Equal Opportunity Requirements

(Applicable to all federally funded agreements entered into by the California Department of Public Health (CDPH) formerly known as California Department of Health Services (CDHS).)

- a. The Grantee will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. The Grantee will take affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and career development opportunities and selection for training, including apprenticeship. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Federal Government or CDPH, setting forth the provisions of the Equal Opportunity clause, Section 503 of the Rehabilitation Act of 1973 and the affirmative action clause required by the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212). Such notices shall state the Grantee's obligation under the law to take affirmative action to employ and advance in employment qualified applicants without discrimination based on their race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era and the rights of applicants and employees.
- b. The Grantee will, in all solicitations or advancements for employees placed by or on behalf of the Grantee, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era.
- c. The Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice, to be provided by the Federal Government or the State, advising the labor union or workers' representative of the Grantee's commitments under the provisions herein and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- d. The Grantee will comply with all provisions of and furnish all information and reports required by Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212) and of the Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and of the rules, regulations, and relevant orders of the Secretary of Labor.

- e. The Grantee will furnish all information and reports required by Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and the Rehabilitation Act of 1973, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the State and its designated representatives and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- f. In the event of the Grantee's noncompliance with the requirements of the provisions herein or with any federal rules, regulations, or orders which are referenced herein, this Agreement may be cancelled, terminated, or suspended in whole or in part and the Grantee may be declared ineligible for further federal and state contracts in accordance with procedures authorized in Federal Executive Order No. 11246 as amended and such other sanctions may be imposed and remedies invoked as provided in Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- g. The Grantee will include the provisions of Paragraphs a through g in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or Section 503 of the Rehabilitation Act of 1973 or (38 U.S.C. 4212) of the Vietnam Era Veteran's Readjustment Assistance Act, so that such provisions will be binding upon each subGrantee or vendor. The Grantee will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs or CDPH may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event the Grantee becomes involved in, or is threatened with litigation by a subGrantee or vendor as a result of such direction by CDPH, the Grantee may request in writing to CDPH, who, in turn, may request the United States to enter into such litigation to protect the interests of the State and of the United States.

3. Debarment and Suspension Certification

(Applicable to all agreements funded in part or whole with federal funds.)

- a. By signing this Agreement, the Grantee/Grantee agrees to comply with applicable federal suspension and debarment regulations including, but not limited to 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.
- b. By signing this Agreement, the Grantee certifies to the best of its knowledge and belief, that it and its principals:
 - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
 - (2) Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph b(2) herein; and
 - (4) Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default.

- (5) Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State.
 - (6) Will include a clause entitled, "Debarment and Suspension Certification" that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- c. If the Grantee is unable to certify to any of the statements in this certification, the Grantee shall submit an explanation to the CDPH Program Contract Manager.
 - d. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.
 - e. If the Grantee knowingly violates this certification, in addition to other remedies available to the Federal Government, the CDPH may terminate this Agreement for cause or default.

4. Covenant Against Contingent Fees

(Applicable only to federally funded agreements.)

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Agreement upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except *bona fide* employees or *bona fide* established commercial or selling agencies retained by the Grantee for the purpose of securing business. For breach or violation of this warranty, CDPH shall have the right to annul this Agreement without liability or in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such commission, percentage, and brokerage or contingent fee.

5. Air or Water Pollution Requirements

Any federally funded agreement and/or subcontract in excess of \$100,000 must comply with the following provisions unless said agreement is exempt under 40 CFR 15.5.

- a. Government Grantees agree to comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act [42 U.S.C. 1857(h)], section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).
- b. Institutions of higher education, hospitals, nonprofit organizations and commercial businesses agree to comply with all applicable standards, orders, or requirements issued under the Clean Air Act (42 U.S.C. 7401 et seq.), as amended, and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended.

6. Lobbying Restrictions and Disclosure Certification

(Applicable to federally funded agreements in excess of \$100,000 per Section 1352 of the 31, U.S.C.)

a. Certification and Disclosure Requirements

- (1) Each person (or recipient) who requests or receives a contract or agreement, subcontract, grant, or subgrant, which is subject to Section 1352 of the 31, U.S.C., and which exceeds \$100,000 at any tier, shall file a certification (in the form set forth in Attachment 1, consisting of one page, entitled "Certification Regarding Lobbying") that the recipient has not made, and will not make, any payment prohibited by Paragraph b of this provision.
- (2) Each recipient shall file a disclosure (in the form set forth in Attachment 2, entitled "Standard Form-LLL 'disclosure of Lobbying Activities'") if such recipient has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered federal action) in connection with a contract, or grant or any extension or amendment of that contract, or grant, which would be prohibited under Paragraph b of this provision if paid for with appropriated funds.

- (3) Each recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affect the accuracy of the information contained in any disclosure form previously filed by such person under Paragraph a(2) herein. An event that materially affects the accuracy of the information reported includes:
 - (a) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered federal action;
 - (b) A change in the person(s) or individuals(s) influencing or attempting to influence a covered federal action; or
 - (c) A change in the officer(s), employee(s), or member(s) contacted for the purpose of influencing or attempting to influence a covered federal action.
- (4) Each person (or recipient) who requests or receives from a person referred to in Paragraph a(1) of this provision a contract or agreement, subcontract, grant or subgrant exceeding \$100,000 at any tier under a contract or agreement, or grant shall file a certification, and a disclosure form, if required, to the next tier above.
- (5) All disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the person referred to in Paragraph a(1) of this provision. That person shall forward all disclosure forms to CDPH Program Contract Manager.

b. Prohibition

Section 1352 of Title 31, U.S.C., provides in part that no appropriated funds may be expended by the recipient of a federal contract or agreement, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract or agreement, the making of any federal grant, the making of any federal loan, entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract or agreement, grant, loan, or cooperative agreement.

7. **Additional Restrictions**

(Applicable to all contracts funded in whole or in part with funding from the federal Departments of Labor, Health and Human Services (including CDC funding), or Education.)

Grantee shall comply with the restrictions under Division F, Title V, Section 503 of the Consolidated Appropriations Act, 2012 (H.R. 2055), which provides that:

“SEC. 503.(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or

tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control."

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subGrantees, subgrants, and contracts under grants and cooperative agreements) of \$100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Stanislaus County Health Services Agency
Name of Grantee

Mary Ann Lee, Managing Director
Printed Name of Person Signing for Grantee

13-20511
Contract / Grant Number

Signature of Person Signing for Grantee

Date

Title

After execution by or on behalf of Grantee, please return to:

California Department of Public Health
CDIC/NEOP
1616 Capitol Ave, MS 7204
P.O. Box 997377, MS 7204
Sacramento, CA. 95899-7412

CDPH reserves the right to notify the Grantee in writing of an alternate submission address.

CERTIFICATION REGARDING LOBBYING

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Approved by OMB
0348-0046

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract</p> <p><input type="checkbox"/> b. grant</p> <p><input type="checkbox"/> c. cooperative agreement</p> <p><input type="checkbox"/> d. loan</p> <p><input type="checkbox"/> e. loan guarantee</p> <p><input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application</p> <p><input type="checkbox"/> b. initial award</p> <p><input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial filing</p> <p><input type="checkbox"/> b. material change</p> <p>For Material Change Only:</p> <p>Year _____ quarter _____</p> <p>date of last report _____.</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee</p> <p style="padding-left: 100px;">Tier ____, if known:</p> <p> Congressional District, If known:</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p> Congressional District, If known:</p>	
<p>6. Federal Department/Agency</p>	<p>7. Federal Program Name/Description:</p> <p> CDFA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p> <p style="text-align: center;">\$ _____</p>	
<p>10.a. Name and Address of Lobbying Registrant <i>(If individual, last name, first name, MI):</i></p>	<p>b. Individuals Performing Services <i>(including address if different from 10a. (Last name, First name, MI):</i></p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. required disclosure shall be subject to a not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No.: _____ Date: _____</p>	
<p>Federal Use Only</p>		<p>Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)</p>

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

EXHIBIT E
ADDITIONAL PROVISIONS

Exhibit E
Additional Provisions

1. Additional Incorporated Documents

- A. The following documents and any subsequent updates are not attached, but are incorporated herein and made a part hereof by this reference. These documents may be updated periodically by CDPH, as required by program directives. CDPH shall provide the Grantee with copies of said documents and any periodic updates thereto, under separate cover. CDPH will maintain on file, all documents referenced herein and any subsequent updates.
1. Network Local Projects *Network for a Healthy California* Guidelines Manual and any revisions thereto. (Revision October 2011)
<http://www.cdph.ca.gov/programs/cpns/Pages/GuidelinesManual.aspx>
 2. *Network for a Healthy California* Program Letters and any revisions thereto.
<http://www.cdph.ca.gov/programs/cpns/Pages/ProgramLetters.aspx>
 3. United States Department of Agriculture, Supplemental Nutrition Assistance Program Education (SNAP-Ed) Plan Guidance. (Revision Date FFY 2014)
<http://snap.nal.usda.gov/snap/Guidance/FY2014SNAP-EdGuidance.pdf>
 4. *Network for a Healthy California* Local Health Department Funding Application Packet FFY 2014 – Including all the requirements and Attachments contained therein
<http://www.cdph.ca.gov/programs/cpns/Pages/Network-LHDFAP2014.aspx>

2. Cancellation / Termination

- A. This agreement may be cancelled by CDPH without cause upon 30 calendar days advance written notice to the Grantee.
- B. CDPH reserves the right to cancel or terminate this agreement immediately for cause. The Grantee may submit a written request to terminate this agreement only if CDPH substantially fails to perform its responsibilities as provided herein.
- C. The term “for cause” shall mean that the Grantee fails to meet the terms, conditions, and/or responsibilities of this agreement. Causes for termination include, but are not limited to the following occurrences:
- 1) If the Grantee knowingly furnishes any statement, representation, warranty, or certification in connection with the agreement, which representation is materially false, deceptive, incorrect, or incomplete.
 - 2) If the Grantee fails to perform any material requirement of this agreement or defaults in performance of this agreement.
 - 3) If the Grantee files for bankruptcy, or if CDPH determines that the Grantee becomes financially incapable of completing this agreement.
- D. Agreement termination or cancellation shall be effective as of the date indicated in CDPH's notification to the Grantee. The notice shall stipulate any final performance, invoicing or payment requirements.
- E. In the event of early termination or cancellation, the Grantee shall be entitled to compensation for services performed satisfactorily under this agreement and expenses

Exhibit E
Additional Provisions

incurred up to the date of cancellation and any non-cancelable obligations incurred in support of this agreement.

- F. In the event of termination, and at the request of CDPH, the Grantee shall furnish copies of all proposals, specifications, designs, procedures, layouts, copy, and other materials related to the services or deliverables provided under this agreement, whether finished or in progress on the termination date.
- G. The Grantee will not be entitled to reimbursement for any expenses incurred for services and deliverables pursuant to this agreement after the effective date of termination.
- H. Upon receipt of notification of termination of this agreement, and except as otherwise specified by CDPH, the Grantee shall:
 - 1) Place no further order or subgrants for materials, services, or facilities.
 - 2) Settle all outstanding liabilities and all claims arising out of such termination of orders and subgrants.
 - 3) Upon the effective date of termination of the agreement Grantee shall transfer, assign and make available to CDPH all property and materials belonging to CDPH, all rights and claims to any and all reservations, grants, and arrangements with owners of media/PR materials, or others, and shall make available to CDPH all written information regarding CDPH's media/PR materials, and no extra compensation is to be paid to Grantee for its services.
 - 4) Take such action as may be necessary, or as CDPH may specify, to protect and preserve any property related to this agreement which is in the possession of the Grantee and in which CDPH has or may acquire an interest.
- I. CDPH may, at its discretion, require the Grantee to cease performance of certain components of the Scope of Work as designated by CDPH and complete performance of other components prior to the termination date of the agreement.

3. Travel and Per Diem Reimbursement

Any reimbursement for necessary travel and per diem shall be at the rates currently in effect as established by the California Department of Human Resources (CalHR).

4. Avoidance of Conflicts of Interest by Grantee

- A. CDPH intends to avoid any real or apparent conflict of interest on the part of the Grantee, subgrants, or employees, officers and directors of the Grantee or subgrants. Thus, CDPH reserves the right to determine, at its sole discretion, whether any information, assertion or claim received from any source indicates the existence of a real or apparent conflict of interest; and, if a conflict is found to exist, to require the Grantee to submit additional information or a plan for resolving the conflict, subject to CDPH review and prior approval.

Exhibit E
Additional Provisions

- B. Conflicts of interest include, but are not limited to:
- 1) An instance where the Grantee or any of its subgrants, or any employee, officer, or director of the Grantee or any subgrant or has an interest, financial or otherwise, whereby the use or disclosure of information obtained while performing services under the grant would allow for private or personal benefit or for any purpose that is contrary to the goals and objectives of the grant.
 - 2) An instance where the Grantee's or any subgrant's employees, officers, or directors use their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others, such as those with whom they have family, business or other ties.
- C. If CDPH is or becomes aware of a known or suspected conflict of interest, the Grantee will be given an opportunity to submit additional information or to resolve the conflict. A Grantee with a suspected conflict of interest will have five (5) working days from the date of notification of the conflict by CDPH to provide complete information regarding the suspected conflict. If a conflict of interest is determined to exist by CDPH and cannot be resolved to the satisfaction of CDPH, the conflict will be grounds for terminating the grant. CDPH may, at its discretion upon receipt of a written request from the Grantee, authorize an extension of the timeline indicated herein.

5. Dispute Resolution Process

- A. A Grantee grievance exists whenever there is a dispute arising from CDPH's action in the administration of an agreement. If there is a dispute or grievance between the Grantee and CDPH, the Grantee must seek resolution using the procedure outlined below.
- 1) The Grantee should first informally discuss the problem with the CDPH Program Grant Manager. If the problem cannot be resolved informally, the Grantee shall direct its grievance together with any evidence, in writing, to the program Branch Chief. The grievance shall state the issues in dispute, the legal authority or other basis for the Grantee's position and the remedy sought. The Branch Chief shall render a decision within ten (10) working days after receipt of the written grievance from the Grantee. The Branch Chief shall respond in writing to the Grantee indicating the decision and reasons therefore. If the Grantee disagrees with the Branch Chief's decision, the Grantee may appeal to the second level.
 - 2) When appealing to the second level, the Grantee must prepare an appeal indicating the reasons for disagreement with Branch Chief's decision. The Grantee shall include with the appeal a copy of the Grantee's original statement of dispute along with any supporting evidence and a copy of the Branch Chief's decision. The appeal shall be addressed to the Deputy Director of the division in which the branch is organized within ten (10) working days from receipt of the Branch Chief's decision. The Deputy Director of the division in which the branch is organized or his/her designee shall meet with the Grantee to review the issues raised. A written decision signed by the Deputy Director of the division in which the branch is organized or his/her designee shall be directed to the Grantee within twenty (20) working days of receipt of the Grantee's second level appeal.
- B. If the Grantee wishes to appeal the decision of the Deputy Director of the division in which the branch is organized or his/her designee, the Grantee shall follow the procedures set

Exhibit E
Additional Provisions

forth in Division 25.1 (commencing with Section 38050) of the Health and Safety Code and the regulations adopted thereunder. (Title 1, Division 2, Chapter 2, Article 3 (commencing with Section 1140) of the California Code of Regulations).

- C. Disputes arising out of an audit, examination of an agreement or other action not covered by subdivision (a) of Section 20204, of Chapter 2.1, Title 22, of the California Code of Regulations, and for which no procedures for appeal are provided in statute, regulation or the Agreement, shall be handled in accordance with the procedures identified in Sections 51016 through 51047, Title 22, California Code of Regulations.
- D. Unless otherwise stipulated in writing by CDPH, all dispute, grievance and/or appeal correspondence shall be directed to the CDPH Program Grant Manager.
- E. There are organizational differences within CDPH's funding programs and the management levels identified in this dispute resolution provision may not apply in every contractual situation. When a grievance is received and organizational differences exist, the Grantee shall be notified in writing by the CDPH Program Grant Manager of the level, name, and/or title of the appropriate management official that is responsible for issuing a decision at a given level.

CCC-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Stanislaus County Health Services Agency		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i> Mary Ann Lee, Managing Director		
<i>Date Executed</i>	<i>Executed in the County of</i> Stanislaus County	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.