



**California Conference
of Directors of
Environmental Health**

**LOCAL ENVIRONMENTAL HEALTH DEPARTMENT
LETTER OF INTENT to apply Due January 16, 2024**

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MENDOCINO COUNTY
ENVIRONMENTAL HEALTH

The purpose of this state-funded grant program as described in the enabling legislation and the grant agreement between the Workforce Development Board (WDB) and CCDEH is to "to assist local health departments and city code enforcement agencies to apply for reimbursements for costs incurred from the development of application forms, permitting processes, and initial site inspections and for city code enforcement activities related to Micro Enterprise Home Kitchen Operations (MEHKOs) in accordance with Assembly Bill AB 178 – Budget Act of 2022". This grant program is being administered by CCDEH under the direction of the California Workforce Development Board (WDB). Per WDB and CCDEH contract, \$2,612,000.00 is available during fiscal years 2023/24 to local governments for direct support in implementing the MEHKO program, including program development, public outreach, offsetting permit fees, and enforcement. This assistance will be augmented by technical assistance provided through the California Conference of Directors of Environmental health (CCDEH). Funding will be provided to qualifying local EH and code enforcement agencies that have applied for funding by or before the application deadline.

Grant allocation breakdown to the local retail food enforcement agencies is:

- 25% to local environmental health departments with adopted MEHKO ordinance based on number of permitted MEHKOs as of December 31, 2022.
- 50% to local environmental health departments in process of or considering approving a MEHKO ordinance.
- 25% to all local environmental health departments across state based on total number of permitted retail food facilities, incorporating a maximum for very large jurisdictions and a base-minimum for smaller jurisdictions.

Local Environmental Health Departments will receive some of this grant allocation provided you submit this Letter of Intent. The grant dollar amount allocation will be evaluated once the deadline has passed and the Executive Committee approves the recommended allocation formula.

The Executive Committee will review all 62 Letter of Intent applications and approve an allocation formula, which will be developed by the consultant upon reviewing the applications.

You are strongly encouraged to fill out an application even if you do not have a program yet. You may not be anticipating that you will be considered a MEHKO Program, but that may change in the next 12 months.

More information and application is also posted online at www.ccdeh.org under EVENTS. There is also a CODE Enforcement application available and due May 15, 2024.

Sincerely,
Sheryl Baldwin, Project Manager

cc: Justin Malan, Executive Director
Executive Committee

