

THE NUTRITION EDUCATION AND OBESITY PREVENTION PROGRAM

Awarded By

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter "Department"

TO

Mendocino County Health and Human Services, hereinafter "Grantee"

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

GRANT AGREEMENT NUMBER 16-10152

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 purpose of the Grant is to provide SNAP-Ed allowable nutrition education and obesity prevention activities and interventions for low-income Californians. The focus of SNAP-Ed is health promotion to help the SNAP-Ed target audience establish healthy eating habits and a physically active lifestyle and for primary prevention of diseases to help the target audience who have risk factors for nutrition related chronic diseases, such as obesity, prevent and postpone the onset of disease by establishing healthier eating habits and being more physically active. The CDPH authority for these contracts is vested in the Federal-Healthy Hunger-Free Kids Act of 2010 (Public Law 111-296), Section 241, enacted on December 10, 2010, which established the Nutrition Education and Obesity Prevention Grant Program for eligible low-income individuals.

GRANT AMOUNT: The maximum amount payable under this Grant shall not exceed Nine Hundred Sixty Thousand dollars \$960,000.

TERM OF GRANT: The term of the Grant shall begin on October 1, 2016, or upon approval of this grant, and terminates on September 30, 2019. No funds may be requested or invoiced for work performed or costs incurred after September 30, 2019.

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

Department: California Department of Public Health, Nutrition Education and Obesity Prevention Branch	Grantee: Mendocino County Health and Human Services
Pam Delapa, Project Officer	Tammy Moss-Chandler, HHSA Director
Address: 1616 Capitol Avenue Sacramento, CA 95814	Address: 1120 S. Dora St. Ukiah, CA 95482
Phone: 916-449-5382	Phone: 707-463-7787
Fax: Not Applicable	Fax: Not Applicable
E-mail: pam.delapa@cdph.ca.gov	E-mail: chandlert@co.mendocino.ca.us

Direct all inquiries to:

Department: California Department of Public Health, Nutrition Education and Obesity Prevention Branch	Grantee: Mendocino County Health and Human Services
Attention: Kisha Holmes, Grant Manager	Attention: Heather Criss
Address: 1616 Capitol Avenue Sacramento, CA 95814	Address: 1120 S. Dora St. Ukiah, CA 95482
Phone: 916-552-9836	Phone: 707-472-2755
Fax: Not Applicable	Fax: Not Applicable
E-mail: kisha.holmes@cdph.ca.gov	E-mail: crissh@co.mendocino.ca.us

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 description of the project and associated cost.
Exhibit B	BUDGET DETAIL AND PAYMENT PROVISIONS
Exhibit C	STANDARD GRANT CONDITIONS
Exhibit D	REQUEST FOR APPLICATION* Including all the requirements and Attachments contained therein *Incorporated by reference and located: http://www.cdph.ca.gov/programs/NEOPB/Pages/SNAP-EdFundingApplicationGuidanceFFY2017-2019.aspx
Exhibit E	ADDITIONAL PROVISIONS
Exhibit F	FEDERAL TERMS AND CONDITIONS

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:

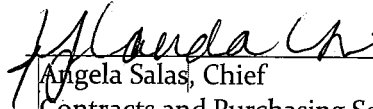
7/13/16



Tammy Moss-Chandler, HHSA Director
Mendocino County Health and Human
Services
1120 S. Dora St.
Ukiah, CA 95482

Date:

9/15/16



Angela Salas, Chief
Contracts and Purchasing Services Section |
California Department of Public Health
1616 Capitol Avenue, Sacramento, CA 95814

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF MENDOCINO

HEALTH AND HUMAN SERVICES AGENCY:

By: Tammy Moss Chandler
Tammy Moss Chandler, HHSA Director

Date: 7/13/16

Budgeted: ☒ Yes ☐ No

Budget Unit: 4010

Line Item: 82-5670

Org/Object Code:

Grant: ☒ Yes ☐ No

Grant No.: 16-10152

COUNTY OF MENDOCINO

By: DAN GJERDE, Chair
BOARD OF SUPERVISORS
AUG 16 2016

Date: _____

ATTEST:

CARMEL J. ANGELO, Clerk of said Board

By: K. R. F.
Deputy
Date: AUG 16 2016

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

CARMEL J. ANGELO, Clerk of said Board

By: K. R. F.
Deputy
Date: AUG 16 2016

INSURANCE REVIEW:

By: ALAN D. FLORA, Risk Manager
Date: 7-22-16

CONTRACTOR/COMPANY NAME

By: Yolanda Murillo
Signature
Printed Name: Yolanda Murillo, Chief
Title: Contracts Management Unit

Date: 9/15/16

NAME AND ADDRESS OF CONTRACTOR:

California Department of Public Health
1616 Capitol Avenue.
Sacramento, CA 95814

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement.

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:
KATHARINE L. ELLIOTT, County Counsel

By: K. Elliott
Deputy

Date: 7/20/16

FISCAL REVIEW:

By: Deputy CEO/Fiscal
Date: 7-22-16

EXECUTIVE OFFICE REVIEW:

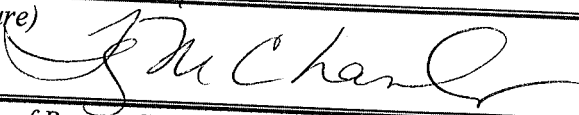
APPROVAL RECOMMENDED:
By: CARMEL J. ANGELO, Chief Executive Officer
Date: 7-22-16

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors
Exception to Bid Process Required/Completed ☐ N/A

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.

Contractor/Bidder Firm Name (Printed) <i>Mendocino County HHSA</i>		Federal ID Number
By (Authorized Signature) 		
Printed Name and Title of Person Signing <i>Tammy Moss Chandler, HHSA Director</i>		
Date Executed <i>7/13/16</i>	Executed in the County of <i>Mendocino</i>	

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 lessor 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.

Nutrition Education and Obesity Prevention Branch

FFY 2017-19

Application Checklist

DATE OF SUBMISSION	April 1, 2016
ORGANIZATION NAME	Mendocino County Health & Human Services Agency
AGREEMENT NUMBER	16-10152

Plan Submission Contact Name: Heather Criss	Phone Number: 707 472-2755
E-mail Address: crisssh@co.mendocino.ca.us	

The following documents must be completed and submitted with this Application Checklist (Form 1). Email completed application by April 1, 2016 to NEOPB@california.gov. FFY 17 Budget, and FFY 17-19 IWP and Targeting Summary are to be completed within the California Department of Social Service's SNAP-Ed SharePoint Site.

APPLICATION CONTENTS:

Application due March 11, 2016

Please Check

Plan Submission Checklist	☒
Contract <u>Grantee</u> Information Form (CIF <u>GIF</u>)	☒
Three Year Integrated Work Plan and Targeting Summary	☐
Budget Workbooks for FFY 17, FFY 18, FFY 19	☐
Letter of Agreement (if applicable)	☐
Request for Non-NEOPB Sponsored Travel (if applicable)	☐

PORTFOLIOS: (Please check the box for each Portfolio chosen.)

Please Check

LIVE	☒
LEARN (Ages 0-5)	☐
LEARN (Ages 6-17)	☒
SHOP	☐
WORK	☐

Please include a brief summary indicating which Portfolio(s) were used to guide the development of your activities, why these Portfolio(s) were chosen and any additional information used in your selection process:

Portfolio 1- Work with school districts, especially in community of Willits, to incorporate Harvest of the Month into classroom nutrition lessons. Provide nutrition lessons and physical activity opportunities to the students during and after school. Work with food service staff to make healthy lunchroom

Nutrition Education and Obesity Prevention Branch**FFY 2017-19****Application Checklist**

changes. Provide information, classes and presentations to parents of students. Willits Unified School District is the only large population center in the county not participating in the Harvest of the Month. They also have several unutilized school gardens.

Portfolio 2- Provide Nutrition education to adults in the community of Fort Bragg, focusing on Healthy Weight Management. Promote use of Farmer's Market EBT Match program. Provide technical assistance and training to Faith based organizations to create healthy snack and beverage policies. Provide taste test demonstrations in retail settings to promote consumption of fruits and vegetables. There has been a large demand for the nutrition classes in the community of Fort Bragg, and they recently received funding to participate in the Farmer's Market EBT Match Program.

Nutrition Education and Obesity Prevention Branch

Exhibit A2

Grantee Information Form

Organization	This is the information that will appear on your grant agreement cover	
	Federal Tax ID #	94-600520 Grant #
	Name	County of Mendocino
	Mailing Address	1120 S. Dora St. Ukiah, CA 95482
	Street Address (If Different)	
	County	Mendocino
	Phone	
Grant Signatory	The Grant Signatory has authority to sign the grant agreement cover	
	Name	Tammy Moss-Chandler
	Title	HSA Director
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> ☒	
	Mailing Address	
	Street Address (If Different)	
	Phone	707 463-7787 Fax
Project Director	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 NEOPB staff, will receive all programmatic, budgetary, and accounting mail for the project and will be responsible for the proper dissemination of program information.	
	Name	Heather Criss
	Title	Program Administrator
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> ☒	
	Mailing Address	
	Street Address (If Different)	
	Phone	707 472-2755 Fax 707 472-2658
	Email	crish@co.mendocino.ca.us

Nutrition Education and Obesity Prevention Branch

Grantee Information Form

Payment Receiver	All payments are sent to the attention of this person at the designated address	
	Name	<u>Fiscal Dept</u>
	Title	<u>N/A</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> ☒	
	Mailing Address	<u></u>
	Street Address (If Different)	<u></u>
	Phone	<u></u> Fax <u></u>
	Email	<u></u>
Fiscal Reporter	The Fiscal Reporter prepares invoices, maintains fiscal documentation and serves as the primary contact for all related questions	
	Name	<u>John Ulvila</u>
	Title	<u>Department Analyst II</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> ☒	
	Mailing Address	<u></u>
	Street Address (If Different)	<u></u>
	Phone	<u>707-472-2323</u> Fax <u>707-472-2765</u>
	Email	<u>ulvilaj@co.mendocino.ca.us</u>
Fiscal Signatory	The Fiscal Signatory has signature authority for invoices and all fiscal documentation reports	
	Name	<u>Mary Alice Willeford</u>
	Title	<u>Admin Services Manager I</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> ☒	
	Mailing Address	<u></u>
	Street Address (If Different)	<u></u>
	Phone	<u>707-472-2374</u> Fax <u>707-472-2765</u>
	Email	<u>willefom@co.mendocino.ca.us</u>
Districts	List the all numbers that your organization is under	
		Number
	Assembly	<u>2</u>
	Senate	<u>2</u>
	Congressional	<u>2</u>

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017–2019

Exhibit A3

County Name: Mendocino County

SECTION A: OVERVIEW

1. SNAP-Ed Implementing Agency (counterpart local agency) Names

	California Department of Social Services: CDSS: (County Welfare Departments: CWD)
	University of California: UC CalFresh UCCE: (UC Cooperative Extension: UCCE)
X	California Department of Public Health: CDPH: (Mendocino Health and Human Services Agency- Local Health Department (LHD)
	California Department of Aging: CDA: (Area Agency on Aging: AAA)
	Catholic Charities of California: CCC: (Catholic Charities of California: CCC)

2. State Level Goals and Objectives

Overall State Level Goal and Focus

The California SNAP-Ed goal is to improve the likelihood that persons eligible for SNAP-Ed will make healthy food and physical activity choices within a limited budget consistent with the current *Dietary Guidelines for Americans* and *Physical Activity Guidelines for Americans*.

California SNAP-Ed focuses on preventing nutrition and activity-related chronic diseases and improving food security among persons eligible for SNAP-Ed by:

- Providing information and education to promote food resource management, healthy eating, and a physically active lifestyle, and
- Creating supportive food and activity environments in collaboration with community partners in order to make healthy choices easier where people eat, live, learn, work, play, and shop.

Behavioral Outcomes

Goal 1: Increase Consumption of Healthy Foods and Beverages and Decrease Consumption of Unhealthy Foods and Beverages

- **Objective 1a:** Annually improve the dietary quality of meals and snacks consumed by the SNAP-Ed eligible population consistent with the current *Dietary Guidelines for Americans*.

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year Integrated Work Plan FFY 2017–2019

Exhibit A3

- **Objective 1b:** Annually increase consumption of fruits and vegetables among the SNAP-Ed eligible population.
- **Objective 1c:** Annually decrease consumption of added sugar from food and beverages among the SNAP-Ed eligible population.

Goal 2: Increase Physical Activity

- **Objective 2:** Annually increase physical activity among the SNAP-Ed eligible population consistent with the current *Physical Activity Guidelines for Americans*.

Goal 3: Improve Food Resource Management

- **Objective 3a:** Annually improve resource management behaviors^[1] among the SNAP-Ed eligible population.
- **Objective 3b:** Annually increase food security^[2] among the SNAP-Ed eligible population.

Physical & Social Environment Outcomes

Goal 4: Increase access to and/or appeal^[3] of healthy dietary choices and decrease access to and/or appeal of unhealthy dietary choices where people eat, live, learn, work, play, or shop.

- **Objective 4a:** Annually improve^[4] food environments at SNAP-Ed eligible sites.
- **Objective 4b:** Annually improve the proportion of healthy to unhealthy food environments in SNAP-Ed eligible communities.

Goal 5: Increase access to and/or appeal^[3] of physical activity opportunities for SNAP-Ed eligible populations.

- **Objective 5a:** Annually improve^[4] environments and opportunities for physical activity at SNAP-Ed eligible sites.
- **Objective 5b:** Annually increase physical activity opportunities and improved environments community-wide in SNAP-Ed eligible communities.

¹ Behaviors, such as reading labels, shopping with a list and comparing prices to maximize use of limited resources to support a healthy diet.

² Defined as not running out of food at the end of the month.

³ Defined as availability, affordability, appropriateness to priority population, variety, quality, and marketing strategies such as placement, point of decision prompts, healthy defaults, and promotion.

⁴ Defined as a combination of introducing healthy changes at new sites and deepening or maintaining changes at existing sites.

3. Jurisdiction Description

Located on California's northern coast, Mendocino County (population just under 90,000) has a predominantly White/Non-Hispanic population with large communities of American Indians and Latinos. Of the total population, approximately 34,513 (40%) are SNAP-Ed eligible (income $\leq$ 185% FPL), with that number identifying themselves as White/Non-Hispanic (62.1%), Hispanic/Latino (24.1%), American Indian (6.3%), Black or African American (1.0%), Native Hawaiian/Other Pacific Islander (.3%) and multiracial/unknown (3.1%/.9%), and Asian (2.2%). *Information from census data, *census.gov*.

Mendocino County's rural communities are scattered over 3,500 square miles of mostly mountainous terrain. Of Mendocino County adults, 58.7% are overweight or obese, as are 39.3% of 12 to 17 year olds. Mendocino County is a poor rural county, with an overall poverty level of 22%. Of low income households in the county 41.1% of those are food-insecure. Mendocino County has a CalFresh caseload representing approximately 12,912 people. Of low income households, below 185% of FPL, 27.5% of children are food insecure. 73.1% of students in the County are eligible for free or reduced price meals.

Almost one in five adults have no physical activity over a month's time, only 35.3% engage in regular walking. Two of five children are active at least an hour each day.

Fast food consumption is common, as 52.8% of adults and 55.0% of children and teens consume fast food at least once a week. Finally, 36.8% of children and teens consume at least one sugary drink each day, on average.

As stated above, Mendocino County census data show significant Latino and Native American populations. Both Latinos and American Indians are at higher risk for obesity-related chronic conditions. Approximately 18.3% of Latino residents have been diagnosed with diabetes, more than twice the rate in the non-Latino white population. Among patients served by Indian Health Centers, the rate is even higher (just under one third) with a primary diagnosis of diabetes.

Census data show the county's median household income in 2014 was \$43,469, only 71% of the state median of \$61,094. The county's four incorporated cities (Ukiah, Fort Bragg, Point Arena, and Willits) have median household incomes ranging from half to two-thirds of the statewide median. Research provides ample support for the relationship between poverty and obesity, and poverty is especially high in the American Indian and Latino communities. People with low incomes also suffer disproportionately high rates of chronic diseases.

Mendocino County has a high rate of food insecurity, with 41.1% of families living below 185% of the federal poverty level unable to afford enough food. The County Health and Human Services Agency (HHS) conducted an analysis of the retail food environment that found an average of two fast food restaurants and convenience stores for every one produce vendor (ranges from 2:1 in Fort Bragg to more than 5:1 in Willits). There is a statistically significant correlation between the percentage of Latino residents and the number of fast food/convenience stores and a correlation between the poverty and the ratio of fast food/convenience stores to healthy food outlets. Not surprisingly, this situation can result in unhealthy diets.

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017–2019

Exhibit A3

Because of Mendocino County's sprawling rural configuration and a history of car-oriented planning, 72% of commuters drive alone to work. According to California Health Interview Survey data, only 22.4 % of youth walked or rode a bike to school. The county scores a dismal 8 out of 100 points for walkability on www.walkscore.com.

4. Community Assessment

The information in the jurisdiction description comes in part from the SNAP-Ed County Profiles 2015 prepared by CDPH which includes county-level data from a variety of sources such as American Communities Survey (ACS) five-year estimates, Department of Social Services CalFresh Annual Trends data, the California Health Interview Survey, Feeding America's Map the Food Gap, and Food Insecurity in Your County.

The existing data sets used in Federal Fiscal Year (FFY) 2015 to complete that work plan which has been carried over into the FFY 2017-19 Work Plan, allows Mendocino County Nutrition Education Obesity Prevention (NEOP) providers to focus services on those most in need who can most benefit from nutrition education and environmental supports. The local health department has chosen to focus on children as priority populations, as 1) they are still learning their physical activity and eating behaviors and may be more amenable to behavior change; 2) they are a captive audience in a known location, which allows sufficient dosage of nutrition education to have an effect; and 3) children are the future and we are equipping them with the skills and knowledge to shape their communities in healthy ways long after this program has ended.

Finally, two community organizations guide selection of some of the physical activity and nutrition promotion strategies contained in this document: The County Nutrition Action Plan (CNAP) continues to develop strategies with community input through the quarterly meetings; and the Food Policy Council has developed a Food Action Plan through extensive community input, that calls for improving the health of people with low incomes, increasing food security, and increasing economic vitality by linking local food providers with local purchasers.

The county has just, in cooperation with community partners, completed a jurisdiction wide Community Health Needs Assessment (CHNA) and is currently analyzing the results to develop a Community Health Strategic Plan. The results from the CHNA will guide the Community Health Improvement Plan and the county's Community Health Strategic Plan, which will serve as the objectives for future improvement of community health. This process should be completed in fall of 2016.

5. Community Change Goals

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year Integrated Work Plan FFY 2017–2019

Exhibit A3

The overarching goal of Mendocino County Health and Human Services Agency is for Healthy People in Healthy Communities. Based on community assessment the following long-term Community Change Goals to reduce obesity in Mendocino County have been adopted by the partnership: (Of Mendocino County adults, 58.7% are overweight or obese, as are 39.3% of 12-17 year olds:

- a. Increasing consumption of and access to healthy foods and beverages and decreasing consumption of unhealthy foods and beverages. (22% of low income people are food-insecure. Mendocino County has a CalFresh caseload of approximately 12,912 people. 73.1% of students in the County are eligible for free or reduced price meals.)
 - Nutrition Education
 - Increased WIC & CalFresh participation
 - Farmers' Market Promotion and Match
 - Healthy weight management
 - More fruits & vegetables in Food Banks
 - Harvest of the Month in Schools
 - Increasing physical activity opportunities in schools and community settings
 - b. Increasing physical activity opportunities in schools and community settings. (Almost 30% of adults engage in regular walking, but almost one in five has no physical activity over a month's time. Two of five children are active at least an hour each day.)
 - Safe Routes to Schools Activities
 - Structured Physical Activity opportunities
 - Technical support and training to staff of agencies serving low-income populations on how to start walking groups.
 - c. Increase number of environmental supports for increased consumption and access to healthy foods and to physical activity.
 - Active Transportation and Safe Routes to Schools
 - Healthy Stores, Healthy Communities Initiative
 - School Wellness Policy work
- d. Reduce health inequities among most at risk populations by increasing participation in SNAP-Ed activities by Hispanic, Native American and senior populations. (Both Latinos and American Indians are at higher risk for obesity-related chronic conditions. (Approximately 18.3% of Latino residents have been diagnosed with diabetes, more than twice the rate in the non-Latino white population. Among patients served by Indian Health Centers, the rate is even higher (just under one third) with a primary diagnosis of diabetes.)

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- Serve populations that are at risk in culturally appropriate ways in targeted communities
- In conjunction with our work, support policies that address health inequities in at risk populations

Many of these community change goals are multi-year strategies that require the support of partners and additional funding sources. Of these strategies, the Mendocino County SNAP-Ed LIA partnership has committed to contributing to parts of these larger community goals based on agency expertise and SNAP-Ed allowability.

The Mendocino County SNAP-Ed LIA partnership has determined based on the larger community change goals, to set the 3 SMART local objectives for FFY17-19 around the following areas:

1. By September 30, 2019, LIA and partners will make healthy site changes to improve the food environment for students at two cafeteria sites and two garden sites in the community of Willits, and provide nutrition education to students and parents to increase awareness and knowledge of fresh produce in at least six community sites using SNAP-Ed approved curriculum, Harvest of the Month taste tests, school/community gardens for teaching nutrition education and produce production, and "meet the farmer" field trips.
2. By September 30, 2019, LIA and Partners will provide direct nutrition education to adults in at least three community sites in the community of Fort Bragg and promote access to and increase fresh fruit and vegetable consumption by providing environmental support to healthy choices through retail taste test demonstrations at two sites, through promotion of the Farmer's Market EBT Match Program at the Fort Bragg Farmer's Market, and developing healthy snack and beverage policies in 2 community settings.
3. By September 30, 2019, LIA and partners will increase physical activity opportunities to students in at least three sites students during/afterschool in the communities of Laytonville and Covelo and promote walking and biking to school, and to adults in the City of Fort Bragg by establishing and promoting walking groups as options for transportation and increased physical activity to address healthy weight management.

SNAP-Ed funding will work to support local SNAP-Ed eligible neighborhoods. Mendocino County's LHD will work on all of the above objectives; Mendocino County's LHD is the only LIA in the county and is uniquely positioned to support these larger community change goals with work in nutrition education, media and public relations, coalition building and training support and technical assistance. Work on the larger community goals will require additional partners and funding to support some of the capital improvements needed for policy, system and environmental changes.

Local Objective #1 will be implemented by the LHD and will provide nutrition education to increase awareness and knowledge of fresh produce to at least 5620 unduplicated students using SNAP-Ed approved Curriculum and Harvest of the Month materials, school/community gardens for teaching nutrition education

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and produce production, "meet the farmer" field trips, and promotion of Farmer's Markets. These activities support State Level Objective 1 & 2 Consumption and Access to Healthy Foods and Consumption and Access to Healthy Beverages and Reduce Consumption of Unhealthy Beverages, State Objective 3: Physical Activity, State Level Objective 4: Environmental Supports as well as State Level Objective 5: Food Resource Management/Food Security.

Local Objective #2. The focus of this objective will be to provide nutrition education in the community of Fort Bragg, and support that with taste test demonstrations in retail and Farmer's Market settings. This supports State Level Objective 1 & 2 Consumption and Access to Healthy Foods and Consumption and Access to Healthy Beverages and Reduce Consumption of Unhealthy Beverages and State Level Objective 4: Environmental Supports, as well as State Level Objective 5: Food Resource Management/Food Security.

Local Objective #3 will be implemented by the LHD and will focus on increasing physical activity opportunities and walking and bicycling options as modes of transportation through funded partners. This Local Objective 3 supports State Level Objectives 3-4 Physical Activity and Sedentary Behavior and Environmental Supports for Nutrition and/or Physical Activity. Unfunded partners will work on alternative funding for complimentary pedestrian and bicycling infrastructure projects, safe route to schools policy work and enhancing structured physical activities in community and school settings.

Increasing awareness and knowledge of healthy foods is key to increasing consumption. Objectives 1 and 2 focus on that through education, Harvest of the Month and retail taste test demonstrations. Environmental supports, such as community/school garden work, promotion of the Farmer's Market are ways to increase the success of these interventions and build on work completed in FFY 16 to increase awareness of the Farmer's Market Match programs and promoting WIC farmer's market voucher redemption.

Another partner, the Food Policy Council, will continue to work to increase fresh and healthy food access by advocating with local government agencies to increase the number of policies which support farmers, community gardens, and regional food system infrastructures as well as promoting/supporting food banks, Food Stamp Match programs, EBT promotion and zoning laws.

Mendocino Council of Governments (MCOG), an unfunded partner, will play a major role in the promotion of walking and biking for transportation and exercise by conducting, in concert with the LHD, a county-wide Safe Routes to Schools program. In addition MCOG, as the local transportation agency, will be developing funding sources for improving infrastructure that will support increased walking and bicycling in various communities.

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All three objectives will be supported by the Youth Training event which will train youth from around the county on nutrition, physical activity and public speaking techniques. The “Small Steps” campaign will provide a webpage on healthymendocino.com listing all the nutrition and physical activity resources in the county. Service providers and CalFresh-eligible participants will be able to access information such as local healthy cooking classes, using EBT at the Farmer’s Market, community garden resources, food preservation classes, walking group activities, and chronic disease self-management courses through healthymendocino.com and through social media activities. SNAP-Ed approved branding and logos will be used on the “Small Steps” profile webpage, with the promotion of messaging that is consistent with the Champions for Change approved messaging and branding.

6. Partnerships and Collaborative Efforts [County Nutrition Action Plan (CNAP) Partners or comparable]

The Public Health Branches of the Mendocino County Health and Human Services Agency collaborate with the Area Agency on Aging, the County Schools, CDPH Nutrition Education and Obesity Prevention Branch (NEOPB)-funded and other unfunded partners (including Social Services, CalFresh program, FIRST 5, the Child and Adult Care Food Program, Community Action, WIC, food banks, tribal food programs, food service directors and others) to implement the County Nutrition Action Plan (CNAP) group which meets up to four times per year. Public Health Branch facilitates and host the meetings as well as assuring that objectives are completed.

In addition, collaboration occurs with the **Mendocino County Food Policy Council**, a coalition of farmers, farm to school partners, CDSS, community members, farmer’s market managers, teachers, and more to increase access to and consumption of healthy foods and beverages.

7. Key Messages (X all that apply).

x	Food Safety	x	Physical Activity	x	Fiber-Rich Foods
x	Whole Grains	x	My Plate-Healthy Eating Plan	X	Fat-Free & Low-fat Milk or Equivalent (& Alt. Calcium Sources
x	Fruits & Vegetables	x	Limit Added Sugars or Caloric Sweeteners		Other (specify):
x	Fats and Oils	x	Food Shopping/ Preparation		Other (specify):

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x	Lean Meat & Beans			
x	Sodium & Potassium			
x	Promote Healthy Weight			

8. Educational Materials, Resources and Curriculum

All curriculum and materials used will be from the approved USDA SNAP-Ed Connection website, and/or FFY 2017-19 USDA approved UC CalFresh, California Department of Aging, California Department of Social Services, Catholic Charities of California or the CDPH Nutrition Education Obesity Prevention Branch (NEOPB) Approved Nutrition Education Materials list. All curricula and materials will be defined and appropriate for the target audience identified in Section B: Target Audience Description of this document. All materials, resources, and curriculum have also been identified for each objective proposed in this integrated work plan under Section C.

9. Intervention and Evaluation Plan Narrative Summary [Not to exceed 8 pages]

As the only SNAP-Ed implementing agency in Mendocino County, the LHD will provide progressive multi-level behavior-focused strategies and intervention to work towards achieving policy, systems and environmental (PSE) change efforts, which include nutrition education and physical activity promotion, community events, training and technical assistance, collaboration and coordination with partners as well as utilizing media and public relations throughout the county. The agency will promote the current Dietary Guidelines and SNAP-Ed intervention strategies that have been proven to support behavior change. With focus on the following:

School Setting – Nutrition Strategies:

Harvest of the Month; SNAP-Ed approved nutrition lesson and taste test to introduce and familiarize youth with fresh produce.

Nutrition education incorporated into youth trainings and work conducted by the youth in the school settings.

Support for school gardens being used in nutrition education.

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School Setting – Physical Activity Strategies:

- Support student participation in walking and bicycling to school as a way to encourage creative ways to add physical activity into everyday life.
- Support opportunities for physical activity after school.

Community Setting – Nutrition Strategies:

- Promote access to healthy food retail, farmers' markets, corner/country stores, and grocery stores. (Encourage consumption of healthy foods through taste test demonstrations of healthy recipes that contain fruits and/or vegetables.)
- Encourage drinking water access.
- Provide education and collaborate with key community outlets and stakeholders.
- Provide Nutrition Education to promote healthy weight management.

Community Setting – Physical Activity Strategies:

- Build capacity to implement active living policy at the community level and by community organizations (through training youth as nutrition and physical activity advocates).
- Engage local businesses, government, civic organizations, community groups, and citizen in active living.
- Use environmental support interventions in community settings.

Helping Families – Nutrition Strategies:

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Conduct nutrition education during and after school with Harvest of the Month taste testing.

Support family-friendly cooking demonstrations and taste tests throughout the community.

Encourage use of farmers' market with SNAP and WIC access at key community outlets

Conduct healthy weight management groups and individual support at Family Resource Centers.

Develop and disseminate family-friendly educational materials that encourage family meals and kids' cooking.

Enhance access to places for physical activity combined with informational outreach activities

Social Marketing/Media Nutrition Strategies

Use "Small Steps" page on the Healthy Mendocino website to promote healthy choices with information on nutrition classes, emergency food assistance programs, healthy recipes, physical activity opportunities, tips for shopping on a budget, and community events that promote health.

State Level Objective 1 will be addressed in Local Objectives 1. Local Objective 1 focuses on access to healthy foods at the Farmer's Markets, community gardens, and promotion of FNS and emergency food outlets through our CNAP coalition.

State Level Objective 2 will be addressed in Local Objectives 1 and 2. Local objective 1 and 2 will focus on nutrition education including increased water consumption and decreased consumption of sugar sweetened beverages.

State Level Objective 3 will be addressed in Local Objective 3. Local Objective 3 focuses on increasing physical activity in settings that serve low-income populations, and promoting walking and biking.

State Level Objective 4 will be addressed in Local Objectives 1, 2 and 3. Local Objective 1 focuses on supports that encourage fresh produce consumption and promotes EBT use at Farmer's Markets, healthy options taste test demonstrations in retail, and access to fruits and vegetables through community gardens and food pantries. Local Objective 2 focuses on nutrition education in community and organizational settings that serve low-income populations. Local Objective 3 focuses on increasing physical activity in settings that serve low-income populations, and promoting walking and biking.

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State Level Objective 5 will be addressed in Local Objectives 1 and 2. Local Objective 1 focuses on increasing awareness and knowledge of fresh produce to increase consumption while promoting usage of EBT/WIC at Farmer's Markets, access to food through community gardens and other food resources. Local Objective 2 focuses on education, meal planning strategies and shopping on a budget.

The LHD will participate in the CNAP collaborative comprised of SNAP-Ed funded and non-funded partners. Partners will continue to support the State Implementing Agencies behavioral change goals and messages.

The Evaluation processes will be used to improve services for all local objectives. The LHD will use Process (RE-AIM) or curriculum based evaluations to determine effectiveness. For Example: PSE (RE-AIM) for community/school garden work and effectiveness of Local Objective 2 (LT), Pre- and Post-tests given to participants in nutrition education classes in Local Objectives 1 and 2(ST). PSE (RE-AIM) for effectiveness of Farmer's Market EBT redemption, using comparative data from sales before and after intervention activities in Local Objectives 1 and 2 (ST).

SECTION B: Target Audience Description

1.

1. Gender	%	2. Age	#
Male	49.81%	0 to 4 years old (Preschool):	0
Female	50.19%	5 to 17 years old (School Age):	6400
		18 to 59 years old (Adult):	3400
		60 years old and over (Senior):	0
Total:	100%		9800

3. Ethnicity/Race

Ethnicity

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Total Percentage Hispanic/Latino	Total Percentage Not Hispanic/Latino	Total Percentage Ethnicity
24.1%	75.9%	100%

RACE	Hispanic/Latino	Not Hispanic/Latino
Black or African American	%	1%
Asian	%	2.2%
American Indian/Alaskan Native	%	6.3%
Native Hawaiian/Other Pacific Islander	%	.3%
White	24.1%	62.1%
Multiple/Other	0%	4.0%
Total:	24.1%	75.9%

4. Languages Used in Intervention Activities and Materials

English	85%	Farsi	0%	Russian	0%
Spanish	15%	Hmong	0%	Tagalog	0%
Arabic	0%	Khmer (Cambodian)	0%	Vietnamese	0%
Armenian	0%	Korean	0%	Other (specify):	0%
Bosnian	0%	Lao	0%	Other (specify):	0%
Cantonese	0%	Mandarin	0%	Total:	100%

5. Projected Number of Low-Income Persons Reached

	FFY 17	FFY 18	FFY 19
Direct Education (estimated unduplicated):	3100	3400	3800
Indirect Education:	1500	1800	2000
Policies, Systems, and Environment (PSE) Change/Supports	3100	3400	3800

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6. Intervention Sites

Site Setting	#	Site Setting	#	Site Setting	#
Adult Education and Job Training Sites	3	Food Assistance Site: Food Pantries	0	Schools: Students (Middle/Junior High)	21
Adult Rehabilitation Centers	0	Food Assistance Site: Soup Kitchens	0	Schools: Students (High School)	10
CalFresh Offices	0	Head Start Programs	0	Schools: Students (After School)	35
California Food Assistance Program (CFAP)	0	Individual Homes	0	Schools (Parents)	35
Churches	5	In Home Supportive Services (IHSS)	0	Section 8 Public Housing Voucher ("Housing Choice Vouchers")	0
Commodity Foods Distribution on Indian Reservation (FDPIR)	0	Job Corps	0	Shelters/Temporary Housing	0
Community Based Organizations	0	Libraries	0	Supplemental Security Income (SSI)	0
Community Centers	0	Low Income Home Energy Assistance Program (LIHEAP)	0	Temporary Assistance for Needy Families (TANF) Job Readiness Program/CalWORKS	0
Community Youth Organizations	0	MediCal	0	U.S. Department of Energy (DOE) Weatherization Assistance Program	0
	0	Medical/Dental Offices	3	Youth Education Site (includes	0

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Comprehensive Perinatal Service Program (CPSP)				Park and Recreation)	
Elderly Service Center/Senior Centers	0	Public/Community Health Centers	0	Women, Infants, and Children Program (WIC)	3
Emergency Food Assistance Sites	0	Public Housing [U.S. Dept. of Housing and Urban Development (HUD)]	0	Worksites	0
Extension Offices	0	Retail/Food Stores	5	Other (specify):	0
Family Resource Centers	3	Retail and Food Store with Qualifying CalFresh Redemption	0	Other (specify):	0
Farmers' Markets	5	Schools: District Office	0	TOTAL SITES:	149
Federally Qualified Health Centers (FQHC)	0	Schools: Students (Preschool)	0		
Food Assistance Site: Food Banks	3	Schools: Students (Elementary)	18		

SECTION C: INTERVENTION PLAN

I. Three-Year SNAP-Ed Local Objective #1 (FFY 2017–FFY 2019):

Local Objectives must be S.M.A.R.T. (Specific, Measureable, Achievable, Realistic, and Time-Bound)

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By September 30, 2019, LIA and partners will make healthy site changes to improve the food environment for students at two cafeteria sites and two garden sites in the community of Willits, and provide nutrition education to students and parents to increase awareness and knowledge of fresh produce in at least six community sites using SNAP-Ed approved curriculum, Harvest of the Month taste tests, school/community gardens for teaching nutrition education and produce production, and "meet the farmer" field trips.

SNAP-Ed State Goals (*check all that apply*):

x	Goal 1: Food and Beverages (Behavioral)
x	Goal 2: Physical Activity (Behavioral)
	Goal 3: Food Resource Management (Behavioral)
x	Goal 4: Access to and/or appeal of dietary choices(Physical and Social Environmental)
	Goal 5: Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

II. PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:

Community and School Gardens

Farmer's Market,

III. Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:

Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)

1. FFY 2017 (Year 1) Objective(s):

- By September 30, 2017, LIA will provide Harvest of the Month taste tests and SNAP-Ed approved nutrition lessons to 3100 students and increase their awareness, knowledge, and consumption of fresh produce.
- By September 30, 2017, LIA will provide after school SNAP-Ed approved nutrition lessons to at least 60 individual students.
- By September 30, 2017, LIA will establish relationships with school staff at one site relating to unused school gardens and revitalizing their use in nutrition lessons and student use.
- By September 30, 2017, LIA will establish relationships with the school food service staff at eligible school sites to reinforce healthy cafeteria environmental changes.

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2. FFY 2018 (Year 2) Objective(s):

- a. By September 30, 2018, LIA will provide Harvest of the Month taste tests and SNAP-Ed approved nutrition lessons to 3400 students and increase their awareness, knowledge, and consumption of fresh produce.
- b. By September 30, 2018, LIA will provide after school SNAP-Ed approved nutrition lessons to at least 80 individual students
- c. By September 30, 2018, LIA will work with school and community partners to revitalize garden at **one site** to use during and after school in nutrition education and to supply fresh produce to school cafeteria, promoting the use of school and community gardens for fresh produce consumption, and provide SNAP-Ed approved nutrition lessons to at least **20** students in the school garden after school.
- d. By September 30, 2018, LIA will work with school food service staff to create healthy cafeteria environmental changes at one site.

3. FFY 2019 (Year 3) Objective(s):

- a. By September 30, 2019, LIA will provide Harvest of the Month taste tests and SNAP-Ed approved nutrition lessons at three sites to increase their awareness, knowledge, and consumption of fresh produce.
- b. By September 30, 2019, LIA will provide after school SNAP-Ed approved nutrition lessons to at least 100 individual students
- c. By September 30, 2018, LIA will work with school and partners on sustainability plan to continue use of gardens at **one site** during and after school to use in nutrition education and to supply fresh produce to school cafeteria, promoting the use of school and community gardens for fresh produce consumption, and provide SNAP-Ed approved nutrition lessons to at least **40** students in the school garden after school.
- d. By September 30, 2019, LIA will work with school food service staff to create healthy cafeteria environmental changes at 2 sites.

Three-Year SNAP-Ed Local Objective #1 (FFY 2017–FFY 2019):

By September 30, 2019, LIA and partners will make healthy site changes to improve the food environment for students at two cafeteria sites and two garden sites in the community of Willits, and provide nutrition education to students and parents to increase awareness and knowledge of fresh produce in at least six community sites using SNAP-Ed approved curriculum, Harvest of the Month taste tests, school/community gardens for teaching nutrition education and produce production, and "meet the farmer" field trips.

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Activity Number	Activity Description	Intervention Categories*	Responsible SNAP-Ed Agency(ies)	Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																																								
1.1	LHD and Subcontractors will provide nutrition education using SNAP-Ed approved curriculum and Harvest of the Month Taste tests in school classrooms once a month. (In 2 sites Year 1, 4 sites in Year 2, and 6 sites in Year 3.)	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: >Round Valley Indian Health Center >Laytonville Healthy Start >Ukiah Unified School District AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF, Handout Outs, Attendance Sign-in Sheets, nutrition education curriculum & materials, evaluations
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	C&C																																																													
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1.2	Once monthly in Year 1, twice monthly in Year 2, and Weekly in Year 3, LHD and Subcontractors will conduct afterschool nutrition education at 2 sites using SNAP-Ed approved curriculum and healthy taste test demonstration, focusing on HOTM, in cooperation with school garden when available.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: >Laytonville Healthy Start >Ukiah Unified School District AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF sign in Sheets, nutrition education curriculum & materials, evaluations
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1.3	In Year 1, establish relationships with school staff at one site relating to unused school gardens and revitalizing their use in nutrition lessons and student use. In Year 2, work with school and community partners to revitalize gardens at one site to use in nutrition education and supply fresh produce to school cafeterias, promoting the use of school and community gardens for fresh produce consumption. In Year 3, work on sustainability plan to continue the use of gardens at one site for nutrition education during and after school.	<table><tr><td>X</td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td>X</td><td>C&C</td></tr><tr><td>X</td><td>TTA</td></tr></table>	X	CED	X	CEI	X	MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: AAA: UCCE: CCC: :	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF sign in Sheets, Contact List, nutrition education curriculum & materials, pictures
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1.4	Attend 9 annual Mendocino County Food Policy Council meetings annually to collaborate, share information and further progress toward objectives of increasing health and food security of low income Mendocino County residents	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CC	CWD: LHD: AAA: UCCE: CCC: :	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF Meeting Agenda/Minutes
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1.5	Lead/coordinate and/or participate in quarterly CNAP (County Nutrition Action Plan) group meetings to assess and make progress towards CNAP objectives; coordinate nutrition education messages, resources and campaign implementation across FNS programs; maintain and expand to share CNAP with FNS programs, local partners, and external stakeholders in an effort to increase food security in the target	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td>X</td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED		CEI		MPR	X	C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CC	CWD: LHD: AAA: UCCE: CCC: :	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF Meeting Agenda/Minutes
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	repository for all the nutrition and physical activity resources in Mendocino County. Service providers and CalFresh-eligible participants will be able to access information such as; local healthy cooking classes schedules; using EBT at the Farmer's Market; community garden resources; food preservation classes; walking group activities; promotion of FNS programs ; and chronic disease self-management courses schedules. Update as needed. [The NEOPB Champions for Change branding and logo will be used on the Facebook profile webpage, with the promotion of messaging that is consistent with the Champions for Change approved messaging and branding.] (Same activity as 2.5 and 3.6)	<table><tr><td>x</td><td>MPR</td></tr><tr><td>x</td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	x	MPR	x	C&C		TTA	<table><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		AAA		UCCE		CC	Opportunities AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table>	Year 2				Q1	Q2	Q3	Q4	x	x	x	x	Year 3				Q1	Q2	Q3	Q4	x	x	x	x																					
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1.9	At least once each year provide SNAP-Ed approved nutrition outreach at community events in Willits, Laytonville, Ukiah, Round Valley and Fort Bragg, including Rethink Your Drink and healthy recipe taste test demonstration.	<table><tr><td></td><td>CED</td></tr><tr><td>X</td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>		CED	X	CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CC	CWD: LHD: Laytonville, Round Valley Indian Health Center AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td></td><td></td><td>x</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td></td><td></td><td>x</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td></td><td></td><td>x</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	x			x	Year 2				Q1	Q2	Q3	Q4	x			x	Year 3				Q1	Q2	Q3	Q4	x			x	ATF Indirect Activity Form recipe Handout materials
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1.10	Once each year, lead/coordinate a one-time community event to train youth from around the county on nutrition, physical activity and public speaking techniques as related to this objective and PSE strategy. (Same Activity as 2.4 and 3.4)	<table><tr><td></td><td>CED</td></tr><tr><td>x</td><td>CEI</td></tr><tr><td>x</td><td>MPR</td></tr><tr><td>x</td><td>C&C</td></tr></table>		CED	x	CEI	x	MPR	x	C&C	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr></table>		CWD	X	LHD		AAA		UCCE	CWD: LHD: AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>x</td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Year 1				Q1	Q2	Q3	Q4		x			Year 2				Q1	Q2	Q3	Q4					ATF Sign in training material and presentation																
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Three-Year
Integrated Work Plan
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	)		TTA	CC		<table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>x</td><td></td><td></td></tr></table> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>x</td><td></td><td></td></tr></table> <table><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>x</td><td></td><td></td></tr></table>	Q1	Q2	Q3	Q4		x			Q1	Q2	Q3	Q4		x			Q1	Q2	Q3	Q4		x					ATF Sign in training material and presentation, Lessons/ Curriculum; evaluations, data cards
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1.11	Provide nutrition education lessons/presentations in SNAP-Ed qualified Low-income settings to reach 45 adults and families in the communities of Willits (settings may include Family Resource Centers, Calfresh/Calworks offices, WIC, and/or Medical clinics. (Six times in Year 2 and 10 times in Year 3)	<table><tr><td>x</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	x	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CC	CWD: LHD: AAA: UCCE: CCC: :									
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1.12	Provide Technical Assistance as needed to School Staff, Community Partners, and Subcontractors on nutrition education and community garden best practices.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CC	CWD: LHD: AAA: UCCE: CCC: :	ATF, Technical Assistance Log								
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Three-Year Integrated Work Plan FFY 2017–2019

1.13	Provide Technical Assistance and Training to school food service staff on healthy lunchroom best practices to improve the environments in the cafeteria. Encourage HOTM in cafeteria menu once a month in 2 sites Year 1, in 4 sites in Year 2 and 6 sites in Year 3.nical Assistance	<table><tr><td></td><td>CED</td><td></td><td>CWD</td></tr><tr><td></td><td>CEI</td><td>X</td><td>LHD</td></tr><tr><td></td><td>MPR</td><td></td><td>AAA</td></tr><tr><td></td><td>C&C</td><td></td><td>UCCE</td></tr><tr><td>X</td><td>TTA</td><td></td><td>CC</td></tr></table>		CED		CWD		CEI	X	LHD		MPR		AAA		C&C		UCCE	X	TTA		CC	<table><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>																										<table><tr><td colspan="5">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="5">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td>X</td></tr></table> <table><tr><td colspan="5">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td><td>x</td></tr></table>	Year 1					Q1	Q2	Q3	Q4		x	x	x	x	x	Year 2					Q1	Q2	Q3	Q4		x	x	x	x	X	Year 3					Q1	Q2	Q3	Q4		X	X	X	X	x	ATF, Technical Assistance Log
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*Intervention Categories Legend Sign

CED = Community/Nutrition and Physical Activity Education Direct; CEI = Community/Nutrition and Physical Activity Education Indirect; MPR = Media, Social Media, Public Relations and Messaging; C&C = Coordination and Collaboration; TTA = Training and Technical Assistance

**Time Frame: Year & Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)
Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept. 30)

Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)	Level of Evidence Base				
1.1, 1.2, 1.3, 1.4, 1.7, 1.8, 1.9, 1.10, 1.12	Harvest of the Month	<table><tr><td></td><td>CWD</td></tr></table>		CWD	<table><tr><td></td><td>Research Tested</td></tr></table>		Research Tested
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<table><tr><td></td><td>UCCE</td></tr></table>		UCCE	<table><tr><td></td><td>N/A - Please describe below:</td></tr></table>		N/A - Please describe below:		
	UCCE						
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1.1, 1.2, 1.3, 1.4, 1.7, 1.8, 1.9, 1.10, 1.12	Choose MyPlate 10 Tips Series		<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td>x</td><td>Research Tested</td></tr><tr><td>x</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>	x	Research Tested	x	Practice Tested		Emerging		N/A - Please describe below:
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1.1, 1.2, 1.3,	Grow It, Try It, Like It		<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td>x</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested	x	Practice Tested		Emerging		N/A - Please describe below:
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1.1, 1.2, 1.3,	Growing Minds, Farm to School (K-2, 3-5 and 6-12)		<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below:
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1.1, 1.2, 1.3,	Kids Get Cooking		<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td>x</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested	x	Practice Tested		Emerging		N/A - Please describe below:
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**Three-Year
Integrated Work Plan
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1.10, 1.12		x	LHD	x	Practice Tested
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Evaluation Activities (FFY 2017 - FFY 2019)

[(Evaluation Type)]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																																								
E.1.1	Ongoing recording of SNAP-Ed activities, sites, participants reached and other required elements for USDA's SNAP-Ed Education and Administration Reporting Systems (EARS).	☐	☒	☐	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	x	x	x	x	Year 2				Q1	Q2	Q3	Q4	x	x	x	x	Year 3				Q1	Q2	Q3	Q4	x	x	x	x	<table><tr><td>X</td><td>EARS/ATF</td></tr><tr><td></td><td>PSE RE-AIM Report</td></tr><tr><td></td><td>UC CalFresh Workbook</td></tr><tr><td></td><td>Food Behavior Checklist</td></tr><tr><td></td><td>UC Intent to Change</td></tr></table> List other:	X	EARS/ATF		PSE RE-AIM Report		UC CalFresh Workbook		Food Behavior Checklist		UC Intent to Change
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E.1.2	Monitor reach, effectiveness, adoption, implementation, and/or maintenance (RE-AIM) of EBT and WIC acceptance to show increase gained from	☐	☒	☒	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr></table>		CWD	x	LHD	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td>x</td></tr></table>	Year 1				Q1	Q2	Q3	Q4				x	<table><tr><td></td><td>EARS/ATF</td></tr><tr><td>x</td><td>PSE RE-AIM</td></tr></table>		EARS/ATF	x	PSE RE-AIM																																				
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E.1.3	Monitor reach, effectiveness, adoption, implementation, and/or maintenance (RE-AIM) of School Environmental Change to show improvements from intervention activities in school lunchrooms. Quantitative data with redemption amounts pre and post outreach efforts for Farmer's Market EBT redemption.	X	X	X	<table><tr><td>CWD</td></tr><tr><td>x LHD</td></tr><tr><td>AAA</td></tr><tr><td>UCCE</td></tr><tr><td>CCC</td></tr></table>	CWD	x LHD	AAA	UCCE	CCC	<table><tr><th colspan="4">Year 1</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td>x</td></tr></table> <table><tr><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td>x</td></tr></table> <table><tr><th colspan="4">Year 3</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td>x</td></tr></table>	Year 1				Q1	Q2	Q3	Q4				x	Year 2				Q1	Q2	Q3	Q4				x	Year 3				Q1	Q2	Q3	Q4				x	<table><tr><td>EARS/ATF</td></tr><tr><td>x PSE RE-AIM Report</td></tr><tr><td>UC CalFresh Workbook</td></tr><tr><td>Food Behavior Checklist</td></tr><tr><td>UC Intent to Change</td></tr></table> List other:	EARS/ATF	x PSE RE-AIM Report	UC CalFresh Workbook	Food Behavior Checklist	UC Intent to Change
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**Three-Year
Integrated Work Plan
FFY 2017-2019**

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**Time Frame: Year & Quarter:

Year 1 (FFY 2017): Year 2 (FFY 2018): Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept. 30)

SECTION C: INTERVENTION PLAN

- I. **Three-Year SNAP-Ed Local Objective #2 (FFY 2017–FFY 2019):** By September 30, 2019, LIA and Partners will provide direct nutrition education to adults in at least three community sites in the community of Fort Bragg and promote access to and increase fresh fruit and vegetable consumption by providing environmental support to healthy choices through retail taste test demonstrations at two sites, through promotion of the Farmer's Market EBT Match Program at the Fort Bragg Farmer's Market, and developing healthy snack and beverage policies in 2 community settings.

SNAP-Ed State Goals (check all that apply):

X	Goal 1: Food and Beverages (Behavioral)
X	Goal 2: Physical Activity (Behavioral)
X	Goal 3: Food Resource Management (Behavioral)
X	Goal 4: Access to and/or appeal of dietary choices(Physical and Social Environmental)
	Goal 5: Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:

Healthy Retail

Farmer's Market

Healthy Snack & Beverage Policy

III. Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:

Local Objectives must be S.M.A.R.T (Specific, Measurable, Achievable, Realistic, and Time-Bound)

1. FFY 2017 (Year 1) Objective(s):

- a. By September 30, 2017, LIA and partners will provide direct nutrition education to at least 24 unduplicated adults in at least one community site annually in the community of Fort Bragg promoting healthy weight management.
- b. By September 30, 2017, LIA and partners will reach at least 300 adults with nutrition outreach in at least one retail setting and Farmer's Market settings to promote increase in fresh produce consumption and EBT Market Match.
- c. By September 30, 2017, LIA will establish and develop relationships with at least two faith based organizations and begin discussions on the importance and need for healthy beverage and snack environmental changes in faith based organizations.

2. FFY 2018 (Year 2) Objective(s):

- a. By September 30, 2018, LIA and partners will provide direct nutrition education to at least 32 unduplicated adults in at least 2 community sites annually in the community of Fort Bragg promoting healthy weight management.
- b. By September 30, 2018, LIA and partners will reach at least 350 adults with nutrition outreach in at least two retail settings and Farmer's Market settings to promote increase in fresh produce consumption and EBT Market Match.
- c. By September 30, 2018, LIA will provide nutrition education to at least two faith based organizations and provide training and technical assistance to support the development and/or implementation of healthy beverage and snack site wellness policies and procedures to create healthy changes within their organization.

2. FFY 2019 (Year 3) Objective(s):

- a. By September 30, 2019, LIA and partners will provide direct nutrition education to at least 40 unduplicated adults in at least two community sites annually in the community of Fort Bragg promoting healthy weight management.
- b. By September 30, 2019, LIA and partners will reach at least 350 adults with nutrition outreach in at least two retail settings and Farmer's Market settings to promote increase in fresh produce consumption and EBT Market Match.
- c. By September 30, 2019, LIA will work on adoption of healthy beverage and snack site wellness policies and procedures in at least two faith based organizations to create healthy changes within their organization.

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Three-Year Integrated Work Plan FFY 2017–2019

Three-Year SNAP-Ed Local Objective #2 (FFY 2017–FFY 2019):

By September 30, 2019, LIA and Partners will provide direct nutrition education to adults in at least three community sites in the community of Fort Bragg and promote access to and increase fresh fruit and vegetable consumption by providing environmental support to healthy choices through retail taste test demonstrations at two sites, through promotion of the Farmer's Market EBT Match Program at the Fort Bragg Farmer's Market, and developing healthy snack and beverage policies in 2 community settings.

Activity Number	Activity Description	Intervention Categories*	Responsible SNAP-Ed Agency(ies)	Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																																								
2.1	Using SNAP-Ed approved curriculum/lessons, conduct a series of eight nutrition education classes focused on activities that promote healthy weight management at community sites in Fort Bragg. Topics including Fruit and Vegetable consumption, Fiber, Fats and oils, Lean Protein, etc. [At one community site in Year 1 and two community sites in Years 2 and 3 annually]	<table><tr><td>x</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	x	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	CWD: LHD: >Safe Passage AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	x	x	x	x	Year 2				Q1	Q2	Q3	Q4	x	x	x	x	Year 3				Q1	Q2	Q3	Q4	x	x	x	x	ATF Data Cards Sign in handouts recipes
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Three-Year Integrated Work Plan FFY 2017-2019

Exhibit A3

2.2	Using SNAP-Ed approved lessons, in at least one community site annually, conduct four one-time nutrition lessons in Year 2 and six one-time nutrition lessons in Year 3, focusing on shopping on a budget and fruit and vegetable consumption, including promotion of Farmer's Market EBT Match Program.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: >Safe Passage AAA: UCCE: CCC:	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4					Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF Data Cards Sign in handouts recipes
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X	X	X	X																																																											
2.3	At two sites in Year 1 and 2 annually, and three sites in Year 3, provide taste test demonstrations at eligible retail stores and Farmer's Markets, using approved recipes that highlight fresh produce and providing nutrition education, meal planning strategies and shopping on a budget information.	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td></td><td>TTA</td></tr></table>	X	CED		CEI		MPR		C&C		TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: >Safe Passage AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF Indirect Activity Form Recipe Handouts
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2.4	Once each year, lead/coordinate a one-time community event to train youth from around the county on nutrition, physical activity and public speaking techniques as related to this objective and PSE strategy. (Same Activity as 1.10 and 3.4)	<table><tr><td>X</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td>X</td><td>MPR</td></tr><tr><td>X</td><td>C&C</td></tr><tr><td>X</td><td>TTA</td></tr></table>	X	CED		CEI	X	MPR	X	C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: AAA: UCCE: CCC: :	<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Year 1				Q1	Q2	Q3	Q4		X			Year 2				Q1	Q2	Q3	Q4		X			Year 3				Q1	Q2	Q3	Q4					ATF Sign in Data Card training material and presentation
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year Integrated Work Plan FFY 2017-2019

Exhibit A3

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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Exhibit A3

Three-Year Integrated Work Plan FFY 2017-2019

	up procedures and timelines for adoption of a healthy beverage and snack policy, with adoption of policy in place in at least two faith based organizations.																																																															
2.6	Provide Technical Assistance and Training as needed to community partners and subcontractors on Nutrition Education, Farmer's Market EBT redemption, and Healthy Retail best practices.	<table><tr><td></td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr><tr><td>X</td><td>TTA</td></tr></table>		CED		CEI		MPR		C&C	X	TTA	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	CWD: LHD: AAA: UCCE: CCC: :		<table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	ATF	
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*Intervention Categories Legend

CED = Community/Nutrition and Physical Activity Education Direct; CEI = Community/Nutrition and Physical Activity Education Indirect; MPR = Media, Social Media, Public Relations and Messaging; C&C = Coordination and Collaboration; TTA = Training and Technical Assistance

**Time Frame: Year & Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)
 Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept. 30)

Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)	Level of Evidence Base
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017-2019

Exhibit A3

2.1, 2.2, 2.3, 2.5,	Harvest of the Month	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td>X</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested	X	Practice Tested		Emerging		N/A - Please describe below:
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2.1, 2.2, 2.3, 2.5,	Choose MyPlate 10 Tip Series	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td>X</td><td>Research Tested</td></tr><tr><td>X</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>	X	Research Tested	X	Practice Tested		Emerging		N/A - Please describe below:
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2.1, 2.2, 2.3,	Eat Smart, Be Active	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td>X</td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>	X	Research Tested		Practice Tested		Emerging		N/A - Please describe below:
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year
Integrated Work Plan
FFY 2017-2019**

Exhibit A3

2.1, 2.2, 2.3,	Everyday Healthy Meals, English and Spanish	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below: Approved Resource</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below: Approved Resource
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	Emerging																				
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2.1, 2.2, 2.3,	Flavor of My Kitchen, English and Spinach	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below: Approved Resource</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below: Approved Resource
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2.1, 2.2, 2.3,	Soulful Recipes	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below: Approved Resource</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below: Approved Resource
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2.1, 2.2, 2.3,	Toolbox for Community Educators; Fruit, Vegetable, and Physical Activity	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td>X</td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below: Approved Resource</td></tr></table>		Research Tested	X	Practice Tested		Emerging		N/A - Please describe below: Approved Resource
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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Integrated Work Plan
FFY 2017–2019

Exhibit A3

Evaluation Activities (FFY 2017 - FFY 2019)

[(Evaluation Type)]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																								
E.2.1	Ongoing recording of SNAP-Ed activities, sites, participants reached and other required elements for USDA's SNAP-Ed Education and Administration Reporting Systems (EARS).	☐	☒	☐	CWD LHD AAA UCCE CCC	Year 1 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table> Year 2 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table> Year 3 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table>	Q1	Q2	Q3	Q4	x	x	x	x	Q1	Q2	Q3	Q4	x	x	x	x	Q1	Q2	Q3	Q4	x	x	x	x	☒ EARS/ATF ☐ PSE RE-AIM Report ☐ UC CalFresh Workbook ☐ Food Behavior Checklist ☐ UC Intent to Change
Q1	Q2	Q3	Q4																												
x	x	x	x																												
Q1	Q2	Q3	Q4																												
x	x	x	x																												
Q1	Q2	Q3	Q4																												
x	x	x	x																												
List other:																															
E.2.2	Monitor reach, effectiveness, adoption, implementation, and/or maintenance (RE-AIM) of EBT and WIC acceptance to show increase gained from intervention activities at Farmers Markets.	☐	☒	☒	CWD LHD AAA UCCE CCC	Year 1 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td></td> <td></td> <td></td> <td>x</td> </tr> </table> Year 2 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td></td> <td></td> <td></td> <td>x</td> </tr> </table> Year 3 <table border="1"> <tr> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Q1	Q2	Q3	Q4				x	Q1	Q2	Q3	Q4				x	Q1	Q2	Q3	Q4					☒ EARS/ATF ☒ PSE RE-AIM Report ☐ UC CalFresh Workbook ☐ Food Behavior Checklist ☐ UC Intent to
Q1	Q2	Q3	Q4																												
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Q1	Q2	Q3	Q4																												
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Q1	Q2	Q3	Q4																												

Exhibit A3

**Three-Year
Integrated Work Plan
FFY 2017–2019**

[illegible]

**Time Frame: Year & Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)

Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept. 30)

SECTION C: INTERVENTION PLAN

- I. **Three-Year SNAP-Ed Local Objective #3 (FFY 2017–FFY 2019):** By September 30, 2019, LIA and partners will increase physical activity opportunities to students in at least three school settings in the communities of Laytonville and Round Valley during/afterschool and promote walking and biking to school, and to adults in the City of Fort Bragg by establishing and promoting walking groups as options for transportation and increased physical activity to address healthy weight management.

SNAP-Ed State Goals (check all that apply):

	Goal 1: Food and Beverages (Behavioral)
X	Goal 2: Physical Activity (Behavioral)
	Goal 3: Food Resource Management (Behavioral)
	Goal 4: Access to and/or appeal of dietary choices (Physical and Social Environmental)
X	Goal 5: Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

- II. **PSE Strategy(ies) that support the Three-Year SNAP-Ed Local Objective listed above:**

Structured Physical Activity

- III. **Annual Objectives to support the Three-Year SNAP-Ed Local Objective listed above:**

Local Objectives must be S.M.A.R.T (Specific, Measureable, Achievable, Realistic, and Time-Bound)

1. **FFY 2017 (Year 1) Objective(s):**

- a. By September 30, 2017, LIA and partners will provide/promote structured physical activity opportunities at least eight times during the year to reach at least 75 students at school or afterschool in the communities of Laytonville and Round Valley/Covelo, including promotion of walking and biking as options for transportation.

2. **FFY 2018 (Year 2) Objective(s):**

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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- a. By September 30, 2018, LIA and partners will provide/promote structured physical activity opportunities at least twelve times during the year to reach at least 100 students at school or afterschool in the communities of Laytonville and Round Valley/Covelo, including promotion of walking and biking as options for transportation.
3. **FFY 2019 (Year 3) Objective(s):**
 - a. By September 30, 2018, LIA and partners will provide/promote structured physical activity opportunities at least fifteen times during the year to reach at least 125 students at school or afterschool in the communities of Laytonville and Round Valley/Covelo, including promotion of walking and biking as options for transportation.
 - b. By September 30, 2019, LIA and partners will provide physical activity opportunities for to reach at least 15 adults in the community of Fort Bragg through the introduction and promotion of walking groups as options for transportation and increased physical activity to address healthy weight management.

Three-Year SNAP-Ed Local Objective #3 (FFY 2017–FFY 2019):

- IV. By September 30, 2019, LIA and partners will increase physical activity opportunities to students in at least three school settings in the communities of Laytonville and Round Valley during/afterschool and promote walking and biking to school, and to adults in the City of Fort Bragg by establishing and promoting walking groups as options for transportation and increased physical activity to address healthy weight management.

Activity Number	Activity Description	Intervention Categories*	Responsible SNAP-Ed Agency(ies)	Subcontractors	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																								
3.1	Provide/promote structured physical activity education opportunities during school in communities of Laytonville and Round Valley, with promotion of walking and biking to school as options for transportation to school to low-	<table><tr><td>x</td><td>CED</td></tr><tr><td></td><td>CEI</td></tr><tr><td></td><td>MPR</td></tr><tr><td></td><td>C&C</td></tr></table>	x	CED		CEI		MPR		C&C	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr></table>		CWD	x	LHD		AAA		UCCE	CWD: LHD: Laytonville Health Start Round Valley	<table><tr><th colspan="4">Year 1</th><th colspan="4">Year 2</th></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td><td></td><td></td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td></td><td></td><td></td><td></td></tr></table>	Year 1				Year 2				Q1	Q2	Q3	Q4					x	x	x	x					ATF Sign in
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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	income children, adults and families at qualifying sites. (This activity will occur at sites in conjunction with nutrition education and Harvest of the Month activity noted under Activity 1.1 and 1.2)	TTA	CCC	Indian Health Center AAA: UCCE: CCC:	Q1 Q2 Q3 Q4 x x x x Year 3 Q1 Q2 Q3 Q4 x x x x	
3.2	Provide structured physical activity education opportunities afterschool in communities of Laytonville and Round Valley. Activities may include walking, biking, hiking, gardening, sporting games, etc. in low income areas. (Some of these activities may be partnered with nutrition education activities noted under Activity 1.1 and 1.2.) Structured activity will be provided/promoted at least 8 times in Year 1, at least 12 times in Year 2, and at least 15 times in Year 3.	x CED CEI MPR C&C TTA	CWD LHD AAA UCCE CCC	CWD: LHD: Round Valley Indian Health Center Laytonville Healthy Start AAA: UCCE: CCC:	Year 1 Q1 Q2 Q3 Q4 x x x x Year 2 Q1 Q2 Q3 Q4 x x x x Year 3 Q1 Q2 Q3 Q4 x x x x	ATF Sign in
3.3	Provide structured physical activity education opportunities through the introduction and promotion of Walking group activity in the community of Fort Bragg for adults in low income settings. (Year 3 only))	x CED CEI MPR C&C TTA	CWD LHD AAA UCCE CCC	CWD: LHD: Safe Passage AAA: UCCE: CCC: :	Year 1 Q1 Q2 Q3 Q4 Year 2 Q1 Q2 Q3 Q4 Year 3 Q1 Q2 Q3 Q4 x x x x	ATF Sign in Data Card
3.4	Lead/coordinate a one-time community event to train youth from around the county on nutrition, physical activity and public speaking techniques as related to this	x CED CEI MPR	CWD LHD AAA	CWD: LHD: AAA:	Year 1 Q1 Q2 Q3 Q4 x x x x	ATF Sign in training material

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

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	objective and PSE strategy. (Same Activity as1.10 and 2.4)	<table><tr><td>C&C</td><td></td></tr><tr><td>TTA</td><td>X</td></tr></table>	C&C		TTA	X	<table><tr><td>UCCE</td><td></td></tr><tr><td>CCC</td><td></td></tr></table>	UCCE		CCC		UCCE: CCC:	<table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>x</td><td></td><td></td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td></td><td>X</td><td></td><td></td></tr></table>	Year 2				Q1	Q2	Q3	Q4		x			Year 3				Q1	Q2	Q3	Q4		X			and presentation																							
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3.5	Promote and support walking and biking to school/work with partners in Active Transportation Program grant, through partnership participation at bike safety rodeos and community forums. In Year 1 partner in at least two events, and three events in Year 2, and four events in Year 3.	<table><tr><td>CED</td><td></td></tr><tr><td>CEI</td><td>X</td></tr><tr><td>MPR</td><td>X</td></tr><tr><td>C&C</td><td>X</td></tr><tr><td>TTA</td><td></td></tr></table>	CED		CEI	X	MPR	X	C&C	X	TTA		<table><tr><td>CWD</td><td></td></tr><tr><td>LHD</td><td>x</td></tr><tr><td>AAA</td><td></td></tr><tr><td>UCCE</td><td></td></tr><tr><td>CCC</td><td></td></tr></table>	CWD		LHD	x	AAA		UCCE		CCC		CWD: LHD: AAA: UCCE: CCC:	ATF Indirect Activity Form Handouts Pictures <table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	x	x	x	x	Year 2				Q1	Q2	Q3	Q4	x	x	x	x	Year 3				Q1	Q2	Q3	Q4	X	X	X	X
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3.6	Ongoing management “Small Steps” campaign webpage on healthymendocino.com as the repository for all the nutrition and physical activity resources in Mendocino County. Service providers and CalFresh-eligible participants will be able to access information such as; local healthy cooking classes schedules; using EBT at the Farmer’s Market; community garden resources; food preservation classes; walking group activities; and chronic disease self-management courses schedules. Update as needed. (Same activity as 2.5 and 1.8)	<table><tr><td>CED</td><td></td></tr><tr><td>CEI</td><td>X</td></tr><tr><td>MPR</td><td>X</td></tr><tr><td>C&C</td><td>X</td></tr><tr><td>TTA</td><td></td></tr></table>	CED		CEI	X	MPR	X	C&C	X	TTA		<table><tr><td>CWD</td><td></td></tr><tr><td>LHD</td><td>x</td></tr><tr><td>AAA</td><td></td></tr><tr><td>UCCE</td><td></td></tr><tr><td>CCC</td><td></td></tr></table>	CWD		LHD	x	AAA		UCCE		CCC		CWD: LHD: North Coast Opportunities AAA: UCCE: CCC:	Screen shots of website <table><tr><td colspan="4">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="4">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>x</td><td>x</td><td>x</td><td>X</td></tr></table> <table><tr><td colspan="4">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr><tr><td>X</td><td>X</td><td>X</td><td>X</td></tr></table>	Year 1				Q1	Q2	Q3	Q4	x	x	x	x	Year 2				Q1	Q2	Q3	Q4	x	x	x	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X
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3.7	Provide Technical Assistance and Training as needed to subcontractors and community partners on physical activity best practices and curriculum.	<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	CWD: LHD: AAA: UCCE: CCC:	<table><tr><td colspan="5">Year 1</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="5">Year 2</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td>x</td></tr></table> <table><tr><td colspan="5">Year 3</td></tr><tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr><tr><td>x</td><td>x</td><td>x</td><td>x</td><td>x</td></tr></table>	Year 1					Q1	Q2	Q3	Q4		x	x	x	x	x	Year 2					Q1	Q2	Q3	Q4		x	x	x	x	x	Year 3					Q1	Q2	Q3	Q4		x	x	x	x	x	ATF
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*Intervention Categories Legend

CED = Community/Nutrition and Physical Activity Education Direct; CEI = Community/Nutrition and Physical Activity Education Indirect; MPR = Media, Social Media, Public Relations and Messaging; C&C = Coordination and Collaboration; TTA = Training and Technical Assistance

**Time Frame: Year & Quarter:

Year 1 (FFY 2017); Year 2 (FFY 2018); Year 3 (FFY 2019)
Qtr. 1 (Oct. 1-Dec. 31); Qtr. 2 (Jan. 1-March 31); Qtr. 3 (Apr. 1-Jun. 30); Qtr. 4 (Jul. 1-Sept. 30)

Educational Materials, Resources, and Curriculum

Activity Number	Curriculum, Toolkit, Resource Name	SNAP-Ed Agency(ies)	Level of Evidence Base																		
3.2	SPARK Curriculum for After School	<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td>X</td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>	X	Research Tested		Practice Tested		Emerging		N/A - Please describe below:
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year
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FFY 2017–2019**

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3.1.3.2	Power Play, Power Cards		<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below:
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3.1	Power Up in 10!		<table><tr><td></td><td>CWD</td></tr><tr><td>x</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	x	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below:
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	CCC																					
	Research Tested																					
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3.1	The Shape of Yoga		<table><tr><td></td><td>CWD</td></tr><tr><td>X</td><td>LHD</td></tr><tr><td></td><td>AAA</td></tr><tr><td></td><td>UCCE</td></tr><tr><td></td><td>CCC</td></tr></table>		CWD	X	LHD		AAA		UCCE		CCC	<table><tr><td></td><td>Research Tested</td></tr><tr><td></td><td>Practice Tested</td></tr><tr><td></td><td>Emerging</td></tr><tr><td></td><td>N/A - Please describe below:</td></tr></table>		Research Tested		Practice Tested		Emerging		N/A - Please describe below:
	CWD																					
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	AAA																					
	UCCE																					
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	Practice Tested																					
	Emerging																					
	N/A - Please describe below:																					

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year Integrated Work Plan FFY 2017-2019

Exhibit A3

Evaluation Activities (FFY 2017 - FFY 2019)

[(Evaluation Type)]

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Responsible SNAP-Ed Agency(ies)	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																								
E.3.1	Ongoing recording of SNAP-Ed activities, sites, participants reached and other required elements for USDA's SNAP-Ed Education and Administration Reporting Systems (EARS).	☐	☒	☐	CWD LHD AAA UCCE CCC	Year 1 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table> Year 2 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table> Year 3 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td>x</td> <td>x</td> <td>x</td> </tr> </table>	Q1	Q2	Q3	Q4	x	x	x	x	Q1	Q2	Q3	Q4	x	x	x	x	Q1	Q2	Q3	Q4	x	x	x	x	x EARS/ATF PSE RE-AIM Report UC CalFresh Workbook Food Behavior Checklist UC Intent to Change List other:
Q1	Q2	Q3	Q4																												
x	x	x	x																												
Q1	Q2	Q3	Q4																												
x	x	x	x																												
Q1	Q2	Q3	Q4																												
x	x	x	x																												
E.3.2	Pre/post intervention survey on amounts of physical activity done in the last month				CWD LHD AAA UCCE CCC	Year 1 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td></td> <td></td> <td>x</td> </tr> </table> Year 2 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td></td> <td></td> <td>x</td> </tr> </table> Year 3 <table border="1"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>x</td> <td></td> <td></td> <td>x</td> </tr> </table>	Q1	Q2	Q3	Q4	x			x	Q1	Q2	Q3	Q4	x			x	Q1	Q2	Q3	Q4	x			x	x EARS/ATF PSE RE-AIM Report UC CalFresh Workbook Food Behavior Checklist UC Intent to Change List other: Pre/Post survey
Q1	Q2	Q3	Q4																												
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Q1	Q2	Q3	Q4																												
x			x																												

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Three-Year
Integrated Work Plan
FFY 2017–2019**

Exhibit A3

Qtr. 4 (Jul. 1–Sept.30)

SNAP-Ed FFY 2017 Budget

Exhibit A5

Organization Name:	California Department of Public Health
County/Jurisdiction:	Mendocino County Health and Human Services
FFY 2017 Total Budget:	\$ 320,000.00
Budget Adjustment Request #:	

	Expenses*	Carry-In FFY 2016 Budget****	FFY 2016 Budget	FFY 2017 Budget	% Difference
1	Salaries/Benefits	\$249,481		\$181,564	
2	Non-Capital Equipment/Supplies	\$952		\$461	
3	Materials	\$8,663		\$14,550	
4	Travel & Per Diem	\$6,655		\$3,309	
5	Building/Space	\$2,450		\$0	
6	Maintenance			\$0	
7	Equipment and Other Capital Expenditures			\$0	
8	Contracts/Sub-Grants/Agreements**	\$165,387		\$74,725	
	Total Direct Costs:	\$433,588	\$0	\$274,609	
9	Indirect Costs*** Indirect Cost Rate= %	\$57,762		\$45,391	
	Total Federal Funds	\$491,350	\$0	\$320,000	

	Budget Categories	Justification For Difference Greater Than 5% From FFY 2016 Budget
1	Salaries/Benefits	
2	Non-Capital Equipment/Supplies	
3	Materials	
4	Travel & Per Diem	
5	Building/Space	
6	Maintenance	
7	Equipment and Other Capital Expenditures	
8	Contracts/Sub-Grants/Agreements	
9	Indirect Costs	

*Provide narrative describing all expenses.

**Retain copies on site.

***Provide assurances that the indirect cost rate is an approved rate (Financial and Cost Policy Supplement).

****Please note that funds cannot be carried over into the next Federal Fiscal Year if the funds are in the last year of their 2-year period of performance.

SNAP-Ed FFY 2017 Budget

Organization Name: California Department of Public Health
County/Jurisdiction: Mendocino County Health and Human Services

1. Staffing: Salary/Benefits:

Position #	Position Title	Position Name	SNAP-Ed Time Spent: % of SNAP-Ed Time spent on Mgmt/Admin Duties	SNAP-Ed Time Spent: % of SNAP-Ed Time spent on Direct SNAP-Ed Delivery	Annual Salary	FTE	Total SNAP-Ed Salary	Benefit Rate	Total SNAP-Ed Benefits	SNAP-Ed Admin Costs	Total SNAP-Ed Funded Salary and Benefits
1	Project Director	Heather Criss	60.00%	40.00%	\$53,289.60	0.5	\$26,644.80	60.70%	\$16,173.39	\$25,690.80	\$42,818
2	Nutrition Educator	Tara Walsh		100.00%	\$49,150.40	0.45	\$22,117.68	62.04%	\$13,721.81	\$35,839.00	\$35,839
3	Nutrition Educator	Meredith Reinhard		100.00%	\$58,718.40	0.5	\$29,359.20	68.20%	\$20,022.97	\$49,382.00	\$49,382
4	Administration Assistant	TBD	100.00%		\$36,691.20	0.1	\$3,669.12	68.00%	\$2,495.00	\$6,164.00	\$6,164
5	Research Specialist	Julie Beardsley	100.00%		\$41,788.44	0.05	\$2,089.42	56.52%	\$1,180.94	\$3,270.00	\$3,270
6	Nutrition Educator	TBD	0.00%	100.00%	\$52,489.00	0.5	\$26,244.50	68.00%	\$17,846.26	\$0.00	\$44,091
7							\$0.00		\$0.00	\$0.00	\$0
			Total Staffing Salaries/Benefits:			2.1	\$110,125		\$71,440	\$120,346	\$181,564

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

Describe what is covered in the benefit rate for your agency.

Includes payroll taxes, medical/dental benefits, and retirement as a percentage of salaries.

SNAP-Ed FFY 2017 Budget

Organization Name: California Department of Public Health
County/Jurisdiction: Mendocino County Health and Human Services

2. Non-Capital Equipment/Supplies:

Budget Item	Description/Justification	Unit	Cost per Item	# of Items	Total
1	Office Supplies	Pens, Pencil, Paper, Markers, Folders, Presentation/Training Materials, Class Materials, Etc.	1.6	24	\$464
2					\$0
3					\$0
4					\$0
Total Materials:					\$464

3. Materials:

Budget Item	Description/Justification	Unit	Cost per Item	# of Items	Total
1	Food For Taste Tests	Food for Taste test demonstrations in class and at community events (HOTM 8 months x 600 students, retail and farmer's market taste test demonstrations 12 x 150, community outreach taste test demonstrations 6 x 150, afterschool nutrition education 60 x 10)	\$1.50	8100	\$12,150
2	materials for taste test demonstrations	cups, plates, utensils, bowls, small kitchen wares, cutting boards, knives, paper towels, cleaning supplies, etc. to help facilitate taste tests during classes and community outreach.	\$25.00	36	\$900
3	Venue Rental	Venue rental for training and community outreach	\$300.00	5	\$1,500
4					\$0
Total Materials:					\$14,550

SNAP-Ed FFY 2017 Budget

Organization Name: California Department of Public Health
County/Jurisdiction: Mendocino County Health and Human Services

4. Travel:

	Position Title/Name	Location	Description/Justification	Trip	FTE	Days	Nights	Per Diem	Lodging	Air	Miles (\$.50)	Reg. Fee	Other	Total
1	Project Director	Sacramento	Project Director's Meeting	1	1	3	2	\$36.00	\$95.00		150			\$279
2	Project Director	Sacramento	SNAP-Ed Forum	1	1	3	2	\$36.00	\$95.00		150			\$279
3	Project Director	San Diego	Childhood Obesity Conference	1	5	5	4	\$36.00	\$125.00	\$450.00	030	\$375.00	\$325.00	\$931
4	Project Director and Nutrition Educators	In County	To locations to conduct classes, shopping, outreach, meetings, etc.	60	1.6						50			\$1,620
5														\$0
6														\$0
1														\$0
														\$3,909

* Lodging costs include taxes. Reimbursement at CalHR rates.

5. Building/Space:

	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total
1						\$0
						\$0

SNAP-Ed FFY 2017 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Mendocino County Health and Human Services

6. Maintenance:

Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total
					\$0
Total Maintenance:					\$0

7. Equipment and Other Capital Expenditures (Items that are \$5,000 or more):

Budget Item	Description/Justification	FTE	Cost per Item	# of Item(s)	Misc	Total
						\$0
Total Equipment and Other Capital Expenditures:						\$0

SNAP-Ed FFY 2017 Budget

Organization Name: California Department of Public Health
County/Jurisdiction: Mendocino County Health and Human Services

8. Contracts/Sub-Grants/Agreements:

Organization Name	Description of Services(s)	Total Grant
A		\$0
1	North Coast Opportunities	\$2,608
2	Ukiah Unified School	\$5,085
3	Safe Passage	\$24,500
4	Laytonville Healthy Start	\$16,000
5	Round Valley Indian Health Center	\$16,000
6	Willits Unified school	\$9,500
7	District	\$9,014
8	Nuestra Alianza	\$4,018
9	Anderson Valley Unified	\$0
10		\$0
Total Contracts/Sub-Grants/Agreements:		\$74,725

Total Direct Costs: \$274,509

9. Indirect Costs:

Calculation Method	Indirect Cost Rate	Total Admin/Program Dollars	Total
25% of total personnel and benefits	25.00%	\$181,564	\$45,391.00
Total Indirect Costs:			\$45,391
Total Budget:			\$320,000

Exhibit B
Budget Detail and Payment Provisions

1. Invoicing and Payment

A. Upon completion of project activities as provided in Exhibit A Grant Application, and upon receipt and approval of the invoices, the State agrees to reimburse the Grantee for activities performed and expenditures incurred in accordance with the costs specified herein.

B. Invoices shall include the Grant Number and shall be submitted in triplicate not more frequently than quarterly in arrears to:

Kisha Holmes, Grant Manager
California Department of Public Health
Nutrition Education and Obesity Prevention Branch
1616 Capitol Avenue, MS 7204
Sacramento, CA 95814

C. Invoices shall:

- 1) Be prepared on Grantee letterhead. If invoices are not on produced letterhead invoices must be signed by an authorized official, employee or agent certifying that the expenditures claimed represent activities performed and are in accordance with Exhibit A Grant Application under this Grant.
- 2) Bear the Grantee's name as shown on the Grant.
- 3) Identify the billing and/or performance period covered by the invoice.
- 4) Itemize costs for the billing period in the same or greater level of detail as indicated in this Grant. Subject to the terms of this Grant, reimbursement may only be sought for those costs and/or cost categories expressly identified as allowable and approved by CDPH.

2. Budget Contingency Clause

A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to fulfill any provisions of this Agreement.

B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Grantee to reflect the reduced amount.

3. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

Exhibit B

Budget Detail and Payment Provisions

4. Amounts Payable

A. The amounts payable under this Grant shall not exceed:

- 1) \$320,000 for the budget period of 10/1/16 through 9/30/17.
- 2) \$320,000 for the budget period of 10/1/17 through 9/30/18.
- 3) \$320,000 for the budget period of 10/1/18 through 9/30/19.

B. Payment allocations shall be made for allowable expenses up to the amount annually encumbered commensurate with the state fiscal year in which services are fulfilled and/or goods are received.

5. Timely Submission of Final Invoice

A. A final undisputed invoice shall be submitted for payment no more than sixty (60) calendar days following the expiration or termination date of this Grant, unless a later or alternate deadline is agreed to in writing by the program grant manager. Said invoice should be clearly marked "Final Invoice", indicating that all payment obligations of the State under this Grant have ceased and that no further payments are due or outstanding.

B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Grantee fails to obtain prior written State approval of an alternate final invoice submission deadline.

6. 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).

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 GRANTEE: 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 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. *Fiscal and Administrative Guidelines Manual*
<http://www.cdph.ca.gov/programs/NEOPB/Pages/FiscalandAdministrativeGuidelinesManual.aspx>
2. *Program Guidelines Manual*
<http://www.cdph.ca.gov/programs/NEOPB/Pages/NEOPBProgramGuidelinesManual.aspx>
3. *Nutrition Education and Obesity Prevention Branch Program Letters*
<http://www.cdph.ca.gov/programs/NEOPB/Pages/ProgramLetters.aspx>

2. Cancellation / Termination

- A. This Grant may be cancelled by CDPH without cause upon thirty (30) calendar days advance written notice to the Grantee.
- B. CDPH reserves the right to cancel or terminate this Grant immediately for cause. The Grantee may submit a written request to terminate this Grant 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 Grant 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. Grant 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 Grant.

- 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 Grant, 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 Grant, 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 Grant and the payment by CDPH of all items properly changeable to CDPH hereunder, 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 Grant.

3. 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.
- 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,

Exhibit E

Additional Provisions

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.

Exhibit F
Federal 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 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
8. Human Subjects Use Requirements
9. Financial and Compliance Audit Requirements
10. Audit and Record Retention
11. Federal Requirements

1. Federal 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 Grant 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 Grant were executed after that determination was made.
- b. This Grant 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 Grant. In addition, this Grant 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 Grant in any manner.
- c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Grant shall be amended to reflect any reduction in funds.
- d. CDPH has the option to invalidate or cancel the Grant with 30-days advance written notice or to amend the Grant to reflect any reduction in funds.

2. Federal Equal Opportunity Requirements

(Applicable to all federally funded grants 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

- a. By signing this Grant, 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 Grant, 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

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Grant 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 Grant without liability or in its discretion to deduct from the Grant 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 grant and/or subgrants in excess of \$100,000 must comply with the following provisions unless said grant 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 grants 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 grant, 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 grant or any extension or amendment of that 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 grant or subgrant exceeding \$100,000 at any tier under a 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

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."

8. Human Subjects Use Requirements

(Applicable only to federally funded agreements in which performance, directly or through a subcontract/subaward, includes any tests or examination of materials derived from the human body.)

By signing this Agreement, Contractor agrees that if any performance under this Agreement or any subcontract or subagreement includes any tests or examination of materials derived from the human body for the purpose of providing information, diagnosis, prevention, treatment or assessment of disease, impairment, or health of a human being, all locations at which such examinations are performed shall meet the requirements of 42 U.S.C. Section 263a (CLIA) and the regulations thereunder.

9. Financial and Compliance Audit Requirements

By signing this Agreement, the Contractor/Subcontractor agrees to abide by all requirements specified in 2 CFR 200 *et seq.*, 2 CFR *et seq.*, as applicable, including but not limited to obtaining an annual audit, and any subsequent federal regulatory additions or revisions.

- a. The definitions used in this provision are contained in Section 38040 of the Health and Safety Code, which by this reference is made a part hereof.
- b. Direct service contract means a contract or agreement for services contained in local assistance or subvention programs or both (see Health and Safety [H&S] Code section 38020). Direct service contracts shall not include contracts, agreements, grants, or subventions to other governmental agencies or units of government nor contracts or agreements with regional centers or area agencies on aging (H&S Code section 38030).
- c. The Contractor, as indicated below, agrees to obtain one of the following audits:
 - (1) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives \$25,000 or more from any State agency under a direct service contract or agreement; the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit. Said audit shall be conducted according to Generally Accepted Auditing Standards. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor's fiscal year, **and/or**
 - (2) If the Contractor is a nonprofit organization (as defined in H&S Code section 38040) and receives less than \$25,000 per year from any State agency under a direct service contract or agreement, the Contractor agrees to obtain a biennial single, organization wide financial and compliance audit, unless there is evidence of fraud or other violation of state law in connection with this Agreement. This audit does not fulfill the audit requirements of Paragraph c(3) below. The audit shall be completed by the 15th day of the fifth month following the end of the Contractor's fiscal year, **and/or**
 - (3) If the Contractor is a State or Local Government entity or Nonprofit organization (as defined in 2CFR Part 200) and expends \$750,000 or more in Federal awards, the Contractor agrees to obtain an annual single, organization wide, financial and compliance audit according to the requirements specified in 2CFR Part 200. An audit conducted pursuant to this provision will fulfill the audit requirements outlined in Paragraphs c(1) and c(2) above. The audit shall be completed by the end of the ninth month following the end of the audit period. The requirements of this provision apply if:
 - (a) The Contractor is a recipient expending Federal awards received directly from Federal awarding agencies, or
 - (b) The Contractor is a subrecipient expending Federal awards received from a pass-through entity such as the State, County or community based organization.
 - (4) If the Contractor submits to CDPH a report of an audit other than a single audit, the Contractor must also submit a certification indicating the Contractor has not expended \$750,000 or more in federal funds for the year covered by the audit report.

- d. Two copies of the audit report shall be delivered to the CDPH program funding this Agreement. The audit report must identify the Contractor's legal name and the number assigned to this Agreement. The audit report shall be due within 30 days after the completion of the audit. Upon receipt of said audit report, the CDPH Program Contract Manager shall forward the audit report to CDPH's Audits and Investigations Unit if the audit report was submitted under Section 16.c(3), unless the audit report is from a City, County, or Special District within the State of California whereby the report will be retained by the funding program.
- e. The cost of the audits described herein may be included in the funding for this Agreement up to the proportionate amount this Agreement represents of the Contractor's total revenue. The CDPH program funding this Agreement must provide advance written approval of the specific amount allowed for said audit expenses.
- f. The State or its authorized designee, including the Bureau of State Audits, is responsible for conducting agreement performance audits which are not financial and compliance audits. Performance audits are defined by Generally Accepted Government Auditing Standards.
- g. Nothing in this Agreement limits the State's responsibility or authority to enforce State law or regulations, procedures, or reporting requirements arising thereto.
- h. Nothing in this provision limits the authority of the State to make audits of this Agreement, provided however, that if independent audits arranged for by the Contractor meet Generally Accepted Governmental Auditing Standards, the State shall rely on those audits and any additional audit work and shall build upon the work already done.
- i. The State may, at its option, direct its own auditors to perform either of the audits described above. The Contractor will be given advance written notification, if the State chooses to exercise its option to perform said audits.
- j. The Contractor shall include a clause in any agreement the Contractor enters into with the audit firm doing the single organization wide audit to provide access by the State or Federal Government to the working papers of the independent auditor who prepares the single organization wide audit for the Contractor.
- k. Federal or state auditors shall have "expanded scope auditing" authority to conduct specific program audits during the same period in which a single organization wide audit is being performed, but the audit report has not been issued. The federal or state auditors shall review and have access to the current audit work being conducted and will not apply any testing or review procedures which have not been satisfied by previous audit work that has been completed.

The term "expanded scope auditing" is applied and defined in the U.S. General Accounting Office (GAO) issued Standards for *Audit of Government Organizations, Programs, Activities and Functions*, better known as the "yellow book".

10. Audit and Record Retention

(Applicable to agreements in excess of \$10,000.)

- a. The Contractor shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision.
- b. The Contractor's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.
- c. Contractor agrees that CDPH, the Department of General Services, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor 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, the Contractor agrees to include a similar right of the State to audit records and

interview staff in any subcontract related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).

- d. The Contractor shall preserve and make available his/her records (1) for a period of three years from the date of final payment under this Agreement, and (2) for such longer period, if any, as is required by applicable statute, by any other provision of this Agreement, or by subparagraphs (1) or (2) below.
 - (1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.
 - (2) If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.
- e. The Contractor shall comply with the above requirements and be aware of the penalties for violations of fraud and for obstruction of investigation as set forth in Public Contract Code § 10115.10, if applicable.
- f. The Contractor may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books and records related to this Agreement to microfilm, computer disk, CD ROM, or other data storage medium. Upon request by an authorized representative to inspect, audit or obtain copies of said records, the Contractor and/or Subcontractor must supply or make available applicable devices, hardware, and/or software necessary to view, copy and/or print said records. Applicable devices may include, but are not limited to, microfilm readers and microfilm printers, etc.
- g. The Contractor shall, if applicable, comply with the Single Audit Act and the audit reporting requirements set forth in Title 2 of the Code of Federal Regulations, Part 200 (2CFR Part 200).

11. Federal Requirements

Grantor agrees to comply with and shall require all subgrantees, if any, to comply with all applicable Federal requirements including but not limited to the United States Code, the Code of Federal Regulations, the Funding Opportunity Announcement, the Notice of Award, the funding agreement, and any memoranda or letter regarding the applicable Federal requirements.

**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.

Mendocino County Health and Human Services

Name of Grantee

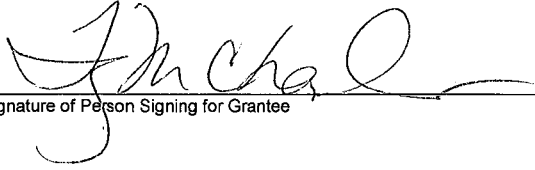
16-10152

Contract / Grant Number

7/13/16
Date

Tammy Moss-Chandler

Printed Name of Person Signing for Grantee


Signature of Person Signing for Grantee

HHSA Director

Title

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

California Department of Public Health
Program
P.O. Box 997377, MS XXX
Sacramento, CA 95899-XXXX
Kisha Holmes

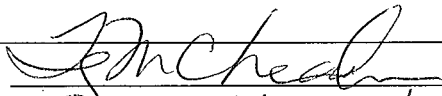
CDPH reserves the right to notify the Grantee in writing of an alternate submission address.

Attachment 2

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

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	2. Status of Federal Action: ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	3. Report Type: ☐ a. initial filing ☐ b. material change For Material Change Only: Year ____ quarter ____ date of last report ____
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier ____, if known: Congressional District, If known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, If known:	
6. Federal Department/Agency	7. Federal Program Name/Description: CDFA Number, if applicable: ____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10.a. Name and Address of Lobbying Registrant <i>(If individual, last name, first name, MI):</i>	b. Individuals Performing Services (including address if different from 10a.) <i>(Last name, First name, MI):</i>	
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.	Signature:  Print Name: <u>Tammy Moss Chandler</u> Title: <u>HHSA Director</u> Telephone No.: <u>707-463-7774</u> Date: <u>7/13/16</u>	
Federal Use Only		Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)

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.