

NUTRITION EDUCATION AND OBESITY PREVENTION PROGRAM

Awarded By

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter "Department"

TO

City of Long Beach Department of Health and Human Services, hereinafter "Grantee"

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

GRANT AGREEMENT NUMBER 13-20015

33351

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

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

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

GRANT AMOUNT: The maximum amount payable under this Grant shall not exceed One Million Two Hundred Sixty-Three Thousand Seven Hundred and Seven dollars (\$1,263,707) annually. No funds may be requested or invoiced for work performed or costs incurred after the end date. See Exhibit E, Additional Provisions, Additional Incorporated Documents, Network Local Projects Network for a Healthy California Guidelines Manual, Section II Fiscal, Section 500 Reimbursement Process.

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

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

California Department of Public Health, Nutrition Education and Obesity Prevention	Grantee: City of Long Beach Department of Health and Human Services
Attention: Nancy Guenther Program Manager	Attention: Patrick H. West, City Manager
Address: P.O. Box 997377	Address: 333 W. Ocean Blvd, 13 th Floor
City, Zip: Sacramento, CA 95899-7413	City, Zip: Long Beach, CA 90815
Phone: (916) 449-5291	Phone: (562)570-5916

Fax: (916) 449 - 5414	Fax: (562)570-7650
E-mail: nancy.guenther@cdph.ca.gov	E-mail: Patrick.West@longbeach.gov

Direct all inquiries to:

California Department of Public Health, Nutrition Education and Obesity Prevention	Grantee: City of Long Beach Department of Health and Human Services
Attention: Debra Thompson, Grant Manager	Attention: Lara Turnbull
Address: P.O. Box 997377	Address: 2525 Grand Avenue
City, Zip: Sacramento, CA 95899-7413	City, Zip: Long Beach, CA 90815
Phone: (916) 440-7362	Phone: (562) 570-4294
Fax: (916) 449 - 5414	Fax: (562)570-4052
E-mail: debra.thompson@cdph.ca.gov	E-mail: Lara.Turnbull@longbeach.gov

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

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

Exhibit A GRANT APPLICATION

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

Exhibit A1 DELIVERABLES FOR LOCAL HEALTH DEPARTMENT GRANTS

Exhibit B BUDGET DETAIL

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

Exhibit C STANDARD GRANT CONDITIONS

Exhibit D FEDERAL PROVISIONS

Exhibit E ADDITIONAL PROVISIONS

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

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

Executed By:

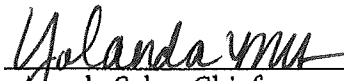
Date: 10-1-13

 Assistant City Manager

Patrick H. West, City Manager
City of Long Beach Dept. of Health and
Human Services

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.

Date: 10/24/13


b^r Yolanda VMS, Chief
Contracts and Purchasing Services
Section
California Department of Public Health

APPROVED AS TO FORM

9/19, 2013
CHARLES PARKIN, City Attorney

By 
LINDA T. VU
DEPUTY CITY ATTORNEY

EXHIBIT A
GRANT APPLICATION

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

DUE: April 12, 2013

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

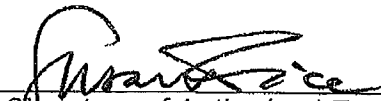
Fax: (916) 449-5414

Email: supportstaffassignments@cdph.ca.gov

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

Name:	Susan Price
Title:	Acting Director
County Health Department	City of Long Beach Department of Health and Human Services
Address:	2525 Grand Ave Long Beach, CA 90815
Telephone:	562-570-4016
Fax:	562-570-4066
Email:	Susan.Price@longbeach.gov

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



Signature of Authorized Representative

April 10, 2013

Date

Susan Price
Printed Name

Acting Director of Health & Human Services
Title

Form 1	Network for a Healthy California FFY 2014 APPLICATION COVERSHEET/CHECKLIST
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DATE OF SUBMISSION	5/3/2013
ORGANIZATION NAME	City of Long Beach Department of Health and Human Services
AGREEMENT NUMBER	FY13 Contract #

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

Contact Name: Lara Turnbull	Phone Number: 562-570-4294
E-mail: lara.turnbull@longbeach.gov	

Letter of Intent due April 12, 2013

APPLICATION CONTENTS:

Application due May 6, 2013

Please Check

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

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

Network for a Healthy California Grantee Information Form

Date Form Completed: 5/30/2013

Organization	<p>This is the information that will appear on your grant agreement cover.</p> <p>Federal Tax ID # XXXXXXXXXX Contract/Grant# _____</p> <p>Name <u>City of Long Beach Department of Health and Human Services</u></p> <p>Mailing Address <u>2525 Grand Ave, Long Beach, CA 90815</u></p> <p>Street Address (If Different) _____</p> <p>County <u>Los Angeles</u></p> <p>Phone <u>562-570-4003</u> Fax <u>562-570-4049</u></p> <p>Website <u>www.longbeach.gov/health</u></p>
Grant Signatory	<p>The Grant Signatory has authority to sign the grant agreement cover.</p> <p>Name <u>Patrick H. West</u></p> <p>Title <u>City Manager</u></p> <p><i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input type="checkbox"/></p> <p>Mailing Address <u>333 W. Ocean Boulevard, 13th Floor</u></p> <p>Street Address (If Different) _____</p> <p>Phone <u>562-570-5916</u> Fax <u>562-570-7650</u></p> <p>Email <u>Patrick.West@longbeach.gov</u></p>
Project Director	<p>The Project Director is responsible for all of the day-to-day activities of project implementation and for seeing that all grant requirements are met. This person will be in contact with State <i>Network</i> staff, will receive all programmatic, budgetary, and accounting mail for the project and will be responsible for the proper dissemination of program information.</p> <p>Name <u>Lara Turnbull</u></p> <p>Title <u>Project Director/Public Health Professional II</u></p> <p><i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/></p> <p>Mailing Address _____</p> <p>Street Address (If Different) _____</p> <p>Phone <u>562-570-4294</u> Fax <u>562-570-4052</u></p> <p>Email <u>Lara.Turnbull@longbeach.gov</u></p>

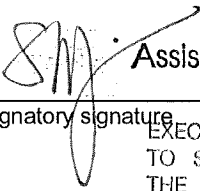
Network for a Healthy California Grantee Information Form

Payment Receiver	All payments are sent to the attention of this person at the designated address.	
	Name	<u>Saren Lucik</u>
	Title	<u>Senior Accountant</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	_____
	Street Address (If Different)	_____
	Phone	<u>562-570-4022</u> Fax <u>562-570-4059</u>
Email	<u>Saren.Lucik@longbeach.gov</u>	
Fiscal Reporter	The <i>Fiscal Reporter</i> prepares invoices, maintains fiscal documentation and serves as the primary contact for all related questions.	
	Name	<u>Lara Turnbull / Sophy Kol</u>
	Title	<u>Project Director / Coordinator</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	_____
	Street Address (If Different)	_____
	Phone	<u>562-570-4294/4244</u> Fax <u>562-570-4052</u> <u>Lara.Turnbull@longbeach.gov /</u> <u>Sophy.Kol@longbeach.gov</u>
Email		
Fiscal Signatory	The <i>Fiscal Signatory</i> has signature authority for invoices and all fiscal documentation reports.	
	Name	<u>Dale Worsham</u>
	Title	<u>Financial Services Officer</u>
	<i>If address(es) are the same as the organization above, just check this box and go to Phone</i> <input checked="" type="checkbox"/>	
	Mailing Address	_____
	Street Address (If Different)	_____
	Phone	<u>562-570-4186</u> Fax <u>562-570-4059</u>
Email	<u>Dale.Worsham@longbeach.gov</u>	
Districts	List the all <i>numbers</i> that your organization is under.	
		Number
	Assembly	<u>(State) 63 – 64 - 70</u>
	Senate	<u>(State) 33 – 34 – 35 - 28</u>
	Congressional	<u>44 - 47</u>

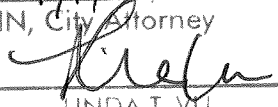
Local Health Department (LHD)
Agency Capacity & Assurances

Agency Capability: Abilities & Assurances

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


Assistant City Manager

Contract Signatory signature _____ Date 10-1-13 **APPROVED AS TO FC**
 EXECUTED PURSUANT TO SECTION 301 OF THE CITY CHARTER.

Patrick H. West _____ **CHARLES PARKIN, City Attorney**
 Print Full Name By 

9/19, 20 13
LINDA T. VU
DEPUTY CITY ATTORNEY

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

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

Project Title: City of Long Beach Department of Health and Human Services

Grant Number:

Program Area: Local Health Department

a. Related State Objectives.

See State-level objectives

b. Target Audience.

Gender: Male 40%

Female 60%

Ethnicity:

- African American 16%
- Asian 12%
- Caucasian 15%
- Other (specify) Multiple Race:3%

- Latino 51%
- Native American 1%
- Pacific Islander 2%

Languages:

- English 62%
- Spanish 35%
- Arabic _____%
- Armenian _____%
- Bosnian _____%
- Cantonese _____%
- Farsi _____%
- Hmong _____%
- Khmer (Cambodian) 5%

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

Ages:

- Under 5 years old 5%
- 5 to 8 15%
- 9 to 11 35%
- 12 to 17 20%
- 18 to 59 20%
- 60 years old & over 5%

c. Focus on SNAP-Ed Eligible.

Income Targeting Data Source:

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

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

- | | | | |
|---|-------|---|-------|
| <input checked="" type="checkbox"/> CalFresh Offices | 3% | <input type="checkbox"/> Low Income Home Energy Assistance Program | ____% |
| <input type="checkbox"/> California Food Assistance Program (CFAP) | ____% | <input type="checkbox"/> MediCal | ____% |
| <input type="checkbox"/> Commodity Foods Distribution on Indian Reservation (FDPIR) | ____% | <input checked="" type="checkbox"/> Public Housing | 2% |
| <input type="checkbox"/> Comprehensive Perinatal ServiceProgram (CPSP) | ____% | <input type="checkbox"/> Section 8 Public Housing Vouchers (LiHEAP) | ____% |
| <input type="checkbox"/> Family Resource Center | ____% | <input type="checkbox"/> Shelters/Temporary Housing | ____% |
| <input type="checkbox"/> Food Banks | ____% | <input type="checkbox"/> Soup Kitchens | ____% |
| <input type="checkbox"/> Food Pantries | ____% | <input type="checkbox"/> SSI- Supplemental Security Income | ____% |
| <input checked="" type="checkbox"/> HeadStart | 2% | <input type="checkbox"/> TANF (CalWORKS) Job Readiness | ____% |
| <input type="checkbox"/> In Home Supportive Services (IHSS) | ____% | <input type="checkbox"/> Weatherization Program | ____% |
| <input checked="" type="checkbox"/> Job Corps | 1% | <input checked="" type="checkbox"/> WIC | 3% |

d. Project Description.

Key Methods:

- Advisory Council/Task Force (specify): LA Collaborative, LBDHHS CNAC Group
- Internet/Web Sites-website address: _____
- Print Media
- Radio: _____
- TV: _____
- Multi-level approaches that include environmental supports
- Nutrition Education Classes: (3000 occurrences at 1 hour(s) each)
- Community Education Events: (5 occurrences at 2-6 hour(s) each)
- Training/Workshop/Conference: (3 occurrences at 1 hour(s) each)
- Point of Purchase: (____ occurrences at ____ hour(s) each)
- Other (specify): _____ (____ occurrences at ____ hour(s) each)

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

Delivery Sites by Type of Setting

1 Adult Education & Job Training Sites
____ Adult Rehabilitation Center

3 CalFresh Offices
28 Churches
____ Community Centers

LOCAL PROJECT
SYNOPSIS

<u>1</u> Elderly Service Centers	<u>2</u> Public Housing
_____ Emergency Food Assistance Sites (includes Food Banks, Food Pantries, and Soup Kitchens)	_____ Schools – students (Preschool)
_____ Extension Offices	<u>64</u> Schools – students (K-12)
<u>2</u> Farmers Markets	<u>64</u> Schools – students (Afterschool Program)
<u>9</u> Food Stores	<u>64</u> Schools - Parents
<u>20</u> Head Start Programs	_____ Shelters/Temporary Housing
_____ Individual Homes	_____ TANF Job Readiness Program
_____ Libraries	<u>5</u> WIC Programs
<u>24</u> Other Youth Education Sites (includes Parks and Recreation)	_____ Worksites
<u>5</u> Public/Community Health Centers (includes Public Health Departments)	<u>Food Stores</u> Other (specify): <u>9</u>
	_____ Other (specify): _____
	_____ Other (specify): _____

Projected Unduplicate Number of Contacts: 12637

Narrative

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

e. Summary of Research.

See Section A.

f. Modification of Project Methods/Strategies.

- Continuing, No adaptation or change in intervention
 Project is new

All future modifications will be approved by the Network.

g. Use of Educational Materials.

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

h. Development of New Nutrition Educational Materials.

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

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

Key Performance Measurements for FY14-16 will include process evaluation to ensure completion of all SOW Activities. Impact evaluation will be conducted using pre/post surveys with youth who participate in our class series conducted as part of our School and Afterschool Objective. We will track outcomes linked to the program's CX3 project. Program staff will document outcomes of CalFresh coordination and staff will also solicit both written and verbal feedback from participants that will be used to revise and improve program activities.

2. EVALUATION PLANS

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

3. COORDINATION EFFORTS (MAX. 100 WORDS)

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

Census Tract Data Sheet

<i>All Race/Ethnicity Subgroup</i>											
Type*	Site Name	Address	City	Zip	11 Digit Census Tract	Ethnicity **	100% FPL	125% FPL	185% FPL	ACS Data Source	Notes
Other Youth Education Sites (includes Parks and Recreation)	Admiral Kidd Park	2125 Santa Fe Ave	Long Beach	90810	06037572800	AR	%	81.7%	82.4%	2006- 2010	
Other Youth Education Sites (includes Parks and Recreation)	Burton Chase Park	65 E. Market Street	Long Beach	90805	06037570304	AR	%	35.8%	58.3%	2006- 2010	
Other Youth Education Sites (includes Parks and Recreation)	Cal Rec Center/ McBride Park	1550 MLK Ave	Long Beach	90813	06037575201	AR	%	55.0%	74.0%	2006- 2010	
Other Youth Education Sites (includes Parks and Recreation)	Cesar E. Chavez Park	401 Golden Ave	Long Beach	90802	06037575901	A	%	35.7%	55.9%	2006- 2010	

Other Youth Education Sites (includes Parks and Recreation)	Cherry Park	190 E. 45th Street	Long Beach	90807	06037571504	H	%	22.1%	58.1%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Davenport Park	2910 E. 55th Way	Long Beach	90805	06037570603	AR	%	38.4%	58.5%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	DeForest Park	6255 Deforest Ave	Long Beach	90805	06037570301	AR	%	29.2%	52.4%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Drake Park	951 Maine Ave	Long Beach	90813	06037575801	AR	%	55.5%	70.3%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Freeman Community Center	1205 Freeman Ave	Long Beach	90814	06037576903	AR	%	48.2%	61.4%	2006-2010	
Other Youth Education Sites	Houghton Park and Senior Center	6301 Myrtle Ave	Long Beach	90805	06037570501	AS		9.9%	65.7%	2006-2010	

(includes Parks and Recreation)											
Other Youth Education Sites (includes Parks and Recreation)	Hudson Park	2335 Webster Ave	Long Beach	90810	06037572800	AR		81.7%	82.4%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	MacArthur Park	1321 Anaheim Street	Long Beach	90813	06037575201	AR		55.0%	74.0%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Martin Luther King Jr. Park	1321 Anaheim Street	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Miracle on 4th Street Park	1518 E. 4th Street	Long Beach	90802	06037576501	AR		37.0%	53.9%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Peace Park	1411 Atlantic Ave	Long Beach	908	06037575300	AR		57.3%	79.6%	2006-2010	

Other Youth Education Sites (includes Parks and Recreation)	Seaside Park	1401 Chestnut Ave	Long Beach	908	06037575401	AR		49.4%	74.2%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Silverado Park	545 W. 31st Street	Long Beach	90810	06037572302	OR	57.4%			2006-2010	Summer Food and Senior Food Distribution Site
Other Youth Education Sites (includes Parks and Recreation)	Ramona Park	3301 E. 65 th Street	Long Beach	90805	06037570204	OR		26.8%	53.6%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Officer Daryl W. Black Memorial Park	2023 Pasadena Ave	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Chittick Field	1900 Walnut Ave	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006-2010	
Other Youth Education Sites	Orizaba Park	1435 Orizaba	Long Beach	90804	06037575103	AR		43.8%	55.7%	2006-2010	

(includes Parks and Recreation)											
Other Youth Education Sites (includes Parks and Recreation)	The Growing Experience	750 Via Carmelitos	Long Beach	90805	06037571600	AR		63.2%	80.0%	2006- 2010	
Farmers' Market	The Growing Experience	750 Via Carmelitos	Long Beach	90805	06037571600	AR		63.2%	80.0%	2006- 2010	
Farmers Markets	Greener Good Farmers Market	2125 Santa Fe Ave	Long Beach	90810	06037572800	AR		81.7%	82.4%	2006- 2010	
Churches	St. Lukes	525 E. 7th Street	Long Beach	90813	06037576301	AR		42.2%	62.7%	2006- 2010	
Churches	Antioch	1535 Gundry Ave	Long Beach	90813	06037575201	AR		55.0%	74.0%	2006- 2010	
Churches	First Congregational Church Homeless Shelter	241 Cedar Ave	Long Beach	90802	06037575901	AR		35.7%	55.9%	2006- 2010	
Churches	First Lutheran Church	905 Atlantic Ave	Long Beach	90813	06037576301	AR		42.2%	62.7%	2006- 2010	
Churches	Trinity Lutheran Church	759 Linden Ave	Long Beach	90813	06037576301	AR		42.2%	62.7%	2006- 2010	
Churches	Westside Baptist	2280 Caspian Ave	Long Beach	90810	06037572900	AR		32.8%	50.1%	2006- 2010	
Churches	Grant AME Church	1129 Alamitos	Long Beach	90813	06037576401	AR		39.9%	65.9%	2006- 2010	

		ave									
Churches	St. Johns Missionary Baptist Church	741 E. 10 th Street	Long Beach	90813	06035756302	AR		57.6%	78.4%	2006- 2010	
Churches	St. Marks Baptist Church	1703 lemon ave,	Long Beach	90813	06037575201	AR		55.0%	74.0%	2006- 2010	
Churches	New Hope Baptist Church	1160 New York St	Long Beach	90813	06037575201	AR		55.0%	74.0%	2006- 2010	
Churches	Christ Second Baptist Church	1471 Martin Luther King Jr. Ave	Long Beach	90813	06037575300	AR		57.3%	79.6%	2006- 2010	
Churches	First Providence Baptist Church	801 E. Hill St.	Long Beach	90806	06037575201	AR		55.0%	74%	2006- 2010	
Churches	Golgotha Trinity Baptist Church	1630 E. 14th St	Long Beach	90813	06037575202	OR		54.4%	68.7%	2006- 2010	
Churches	2nd Apostolic Ch	1000 East Hill Street	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006- 2010	
Churches	Radio Me Hang	2458 Atlantic Ave	Long Beach	90806	06037573201	AR		47.7%	59%	2006- 2010	
Churches	Grace Memorial Baptist Church	1021 E. 19th St	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006- 2010	
Churches	Hashaway Community CME Church	1953 Martin Luther King Jr Ave	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006- 2010	
Churches	First Providence Baptist Church	801 E Hill St	Long Beach	90806	06037573201	AR		47.7%	59%	2006- 2010	
Churches	First Baptist Fellowship Church	2155 Atlantic Ave	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006- 2010	

City of Long Beach Department of Health
and Human Services

LOCAL PROJECT SYNOPSIS

Churches	Mt Ephraim Spiritual Baptist Church	2232 Atlantic Avenue	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006- 2010	
Churches	New Hope Church of Christ Holiness USA	1119 E. Rhea St	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006- 2010	
Churches	Holy Innocents Church	425 E. 20th St	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006- 2010	
Churches	Masjid Al- Shareef of Long Beach	2104 Orange Ave	Long Beach	90806	06037573202	AR		37.3%	59.6%	2006- 2010	
Churches	Vision Misionera	2275 Elm Ave	Long Beach	90806	06037573201	AR		47.7%	59%	2006- 2010	
Churches	Great Deliverance COGIC	740 E. Hill St	Long Beach	90806	06037575201	AR		55.0%	59%	2006- 2010	
Churches	Gospel Memorial Church of God	1480 Atlantic Ave	Long Beach	90813	06037575300	AR		57.3%	79.6%	2006- 2010	
Churches	White Rose Church of God In Christ	1001 E. Anaheim St	Long Beach	90813	06037575300	AR		57.3%	79.6%	2006- 2010	
Churches	Khmer Buddhist Association	1235 East 20th Street	Long Beach	90806	06037573300	AR		53.2%	68.4%	2006- 2010	
Public/Com munity Health Centers (includes Public Health Departments	St. Mary Medical	1050 Linden Ave	Long Beach	90813	06037576301	AR		42.2%	62.7%	2006- 2010	

)											
Public/Community Health Centers (includes Public Health Departments)	The Children's Clinic at Cesar Chavez Elementary	730 W. 3rd Street	Long Beach	90802	06037575901	AR		35.7%	55.9%	2006-2010	
Public/Community Health Centers (includes Public Health Departments)	The Children's Clinic at International Elementary	700 Locust Ave	Long Beach	90813	06037576301	AR		42.2%	62.7%	2006-2010	
Public/Community Health Centers (includes Public Health Departments)	The Vasek Polak Children's Clinic Family Health Center	1057 Pine Ave	Long Beach	90813	06037575803	AR		53.0%	70.8%	2006-2010	
Public/Community Health Centers (includes)	The Children's Clinic Family Health Center in Central Long Beach	2360 Pacific Ave	Long Beach	90806	06037573100	H		39.4%	50%	2006-2010	

Public Health Departments)											
Other Youth Education Sites (includes Parks and Recreation)	New City Urban Farm	1637 Long Beach Blvd	Long Beach	90813	06037575402	AR		45.3%	61.2%	2006-2010	
Food Stores	El Nuevo Guadalajara Market	6790 Long Beach Blvd.	Long Beach	90805	06037570403	AR		42.8%	58%		
Food Stores	Zohera Discount	201 E. Artesia Blvd	Long Beach	90805	06037570403	AR		%	58%	2006-2010	
Food Stores	El Rapido Market	6820 Long Beach Blvd.	Long Beach	90805	06037570403	AR		42.8%	58%	2006-2010	
Food Stores	La Bodega Mexicana #1	6001 Atlantic Ave	Long Beach	90805	06037570301	AR		29.2%	52.4%	2006-2010	
Food Stores	La Bodega Mexicana #2	5575 Atlantic Ave	Long Beach	90805	06037570304	AR		35.8%	58.3%	2006-2010	
Other Youth Education Sites (includes Parks and Recreation)	Central Young Horizons	1840 Pacific Ave	Long Beach	90806	06037573002	AR		59.9%	78.8%	2006-2010	
Food Stores	El Pacifico Meat Market	1473 Atlantic Ave	Long Beach	90813	06037575300	AR		57.3%	79.6%	2006-2010	
Food Stores	Wrigley Market and Deli	2336 Pacific Ave	Long Beach	90806	06037573100	H		39.4%	50%	2006-2010	

Adult Education and Job Training Site	Goodwill	800 W. PCH	Long Beach	90806	06037575401	AR		49.4	74.2%	2006-2010	
Food Stores	Kun Heng Market	915 E. Anaheim	Long Beach	90813	06037575300	AR		57.3%	79.6%	2006-2010	
Food Stores	Queen City Market	1003 E. Anaheim St.	Long Beach	90813	06037575201	AR		55.0%	74.0%	2006-2010	
Elderly Service Centers and CalFresh Offices	Senior Center	150 E. 4th Street	Long Beach	90802	06037576501	AR		37.0	53.9%	2006-2010	

* Refer to list from Delivery Sites by Type of Setting section on page 3.

** All Races-AR, American Indian or Alaska Native-AI, Asian-AS, Black/African American-B, Native Hawaiian or Other Pacific Islander-NH, Hispanic/Latino-H, White-W, Other Races-OR.

Means-Tested Program Data Sheet

<i>Type *</i>	<i>Site Name</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>11 Digit Census Tract</i>
Head Start Program	Edison Head Start	625 Maine Ave	Long Beach	90802	06037575901

Head Start Program	Burroughs Head Start	1260 E. 33 rd St	Signal Hill	90755	06037573401
Head Start Program	Artesia Head Start	6336 LB Blvd.	Long Beach	90805	06037570402
Head Start Program	Birney Head Start	710 W. Spring St	Long Beach	90806	06037572202
Head Start Program	Buffum Head Start	2350 Ximeno Ave	Long Beach	90815	06037574202
Head Start Program	Burnett Head Start	565 E. Hill St.	Long Beach	90806	06037573201
Head Start Program	Carmelitos Head Start	5250 Via Pasillo	Long Beach	90805	06037571600
Head Start Program	Coronado Head Start	1395 Coronado st.	Long Beach	90804	06037575103
Head Start Program	Elm Street Head Strt	1425 Elm Ave	Long Beach	90813	06037575300
Head Start Program	Garfield Head Start	2240 Baltic Ave	Long Beach	90810	06037572700
Head Start Program	Gaviota Head Start	1131 Gaviota St.	Long Beach	90813	06037576403
Head Start Program	Harte Head Start	1671 E. Phillips St.	Long Beach	90805	06037570602
Head Start Program	King Head Start	145 E. Artesia Blvd.	Long Beach	90805	06037570403
Head Start Program	Long Beach Blvd. Head Start	2236 Long Beach Blvd.	Long Beach	90806	06037573201
Head Start Program	McKinley Head Start	6822 Paramount Blvd.	Long Beach	90805	06037570203
Head Start Program	Pine Head Start	927 Pine Ave	Long Beach	90813	06037575803
Head Start Program	Plymouth Head Start	495 E. Plymouth St	Long Beach	90805	06037571704

Head Start Program	Signal Hill Head Start	2285 Walnut Ave	Signal Hill	90755	06037573402
Head Start Program	Webster Head Start	1755 W. 32 nd Way	Long Beach	90810	06037572500
Head Start Program	Whittier Head Start	1761 Walnut Ave	Long Beach	90813	06037575202
WIC	LBDHHS Main Health Facility/ WIC Office Cal-Fresh Office	2525 Grand Ave	Long Beach	90815	06035754202
WIC	St. Mary WIC Office	1043 Elm Ave, Ste 401	Long Beach	90805	06037576301
WIC	West WIC Office	2125 Santa Fe Ave	Long Beach	90810	06037572800
WIC	LBDHHS North WIC Office	5166 Atlantic Ave	Long Beach	90805	06037571704
WIC	LBDHHS Central Facilities	1133 Rhea Street	Long Beach	90806	06037573300
CalFresh Offices	Community Action Partnership/ Cal-Fresh Office	3012 Long Beach Blvd.	Long Beach	90807	06037572202
CalFresh Offices	Catholic Charities	123 E. 14 th Street	Long Beach	90813	06037575402
CalFresh Offices / Housing and Food Assistance / Financial Assistance	Multi-Service Center for the Homeless	1301 W. 12th Street	Long Beach	90813	06037980033
Public Housing	Carmelitos Housing	751 Via Carmelitos	Long Beach	90805	06037571600
Public Housing	Springdale Housing	2095 W. Spring Street	Long Beach	90810	06037572500
Job Corps	Long Beach Job Corps	1903 Santa Fe Ave	Long Beach	90810	06037572900

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

Free/Reduced Price Meal Percentage Data Sheet

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Select Community Day (Secondary) (S,A,P)	Long Beach Unified	19647250101741	80.00%	0.00%	80.00%
Chavez (Cesar) Elementary (S,A,P)	Long Beach Unified	19647250107458	79.77%	5.20%	84.97%
Dooley Elementary (S,A,P)	Long Beach Unified	19647250114603	77.25%	12.23%	89.48%
Lindsey (Perry) Academy (S,A,P)	Long Beach Unified	19647250115535	81.03%	10.64%	91.67%
Colegio New City (S,A,P)	Long Beach Unified	19647250118471	78.50%	0.93%	79.44%
Avalon K-12 (S,A,P)	Long Beach Unified	19647251930411	52.50%	17.33%	69.83%
Jordan High (S,A,P)	Long Beach Unified	19647251934470	73.79%	11.95%	85.74%
Lakewood High (S,A,P)	Long Beach Unified	19647251934678	39.82%	12.65%	52.47%
Millikan Senior High (S,A,P)	Long Beach Unified	19647251935758	50.72%	9.92%	60.64%
Polytechnic High (S,A,P)	Long Beach Unified	19647251936947	54.70%	8.99%	63.70%
Reid Senior High (S,A,P)	Long Beach Unified	19647251937176	80.92%	4.05%	84.97%

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Wilson High (S,A,P)	Long Beach Unified	19647251939875	47.59%	8.27%	55.86%
Educational Partnership High (S,A,P)	Long Beach Unified	19647251995570	62.96%	4.52%	67.48%
Cabrillo (Juan Rodriguez) High (S,A,P)	Long Beach Unified	19647251995935	76.17%	10.31%	86.48%
Renaissance High School for the Arts (S,A,P)	Long Beach Unified	19647251996503	53.69%	11.98%	65.67%
Addams Elementary (S,A,P)	Long Beach Unified	19647256015119	84.22%	8.60%	92.82%
Barton Elementary (S,A,P)	Long Beach Unified	19647256015135	80.09%	10.66%	90.76%
Birney Elementary (S,A,P)	Long Beach Unified	19647256015143	63.21%	11.15%	74.35%
Bixby Elementary (S,A,P)	Long Beach Unified	19647256015150	42.24%	10.02%	52.27%
Bryant Elementary (S,A,P)	Long Beach Unified	19647256015168	72.86%	12.39%	85.25%
Burbank Elementary (S,A,P)	Long Beach Unified	19647256015184	84.76%	9.09%	93.85%
Burcham (S,A,P)	Long Beach Unified	19647256015192	43.17%	8.20%	51.37%
Burnett Elementary (S,A,P)	Long Beach Unified	19647256015200	88.70%	7.11%	95.82%
Edison Elementary (S,A,P)	Long Beach Unified	19647256015275	71.73%	2.13%	73.87%
Garfield Elementary (S,A,P)	Long Beach Unified	19647256015325	81.42%	11.01%	92.43%
Grant Elementary (S,A,P)	Long Beach Unified	19647256015341	79.44%	10.63%	90.07%
Harte Elementary (S,A,P)	Long Beach Unified	19647256015358	79.51%	11.74%	91.25%
Holmes Elementary (S,A,P)	Long Beach Unified	19647256015374	53.13%	18.60%	71.74%

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Hudson Elementary (S,A,P)	Long Beach Unified	19647256015382	67.50%	15.76%	83.27%
King Elementary (S,A,P)	Long Beach Unified	19647256015416	90.68%	5.62%	96.30%
Lafayette Elementary (S,A,P)	Long Beach Unified	19647256015424	75.45%	8.15%	83.59%
Lee Elementary (S,A,P)	Long Beach Unified	19647256015432	88.68%	6.92%	95.60%
Lincoln Elementary (S,A,P)	Long Beach Unified	19647256015440	82.82%	4.70%	87.52%
MacArthur Elementary (S,A,P)	Long Beach Unified	19647256015481	62.42%	9.24%	71.66%
Mann Elementary (S,A,P)	Long Beach Unified	19647256015507	62.98%	15.75%	78.73%
McKinley Elementary (S,A,P)	Long Beach Unified	19647256015515	84.62%	7.95%	92.57%
Muir Elementary (S,A,P)	Long Beach Unified	19647256015531	70.16%	15.79%	85.95%
Butler (Mary) (S,A,P)	Long Beach Unified	19647256015572	89.05%	6.83%	95.87%
Riley Elementary (S,A,P)	Long Beach Unified	19647256015598	57.56%	11.66%	69.22%
Roosevelt Elementary (S,A,P)	Long Beach Unified	19647256015606	90.08%	5.09%	95.17%
Signal Hill Elementary (S,A,P)	Long Beach Unified	19647256015614	80.31%	9.64%	89.94%
Stevenson Elementary (S,A,P)	Long Beach Unified	19647256015622	90.78%	5.39%	96.17%
Tincher (S,A,P)	Long Beach Unified	19647256015648	39.39%	10.96%	50.35%
Webster Elementary (S,A,P)	Long Beach Unified	19647256015671	86.09%	9.04%	95.13%
Whittier Elementary (S,A,P)	Long Beach Unified	19647256015689	88.94%	5.53%	94.47%

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Willard Elementary (S,A,P)	Long Beach Unified	19647256015697	86.49%	7.57%	94.05%
Hamilton Middle (S,A,P)	Long Beach Unified	19647256057780	82.85%	10.68%	93.53%
Hoover Middle (S,A,P)	Long Beach Unified	19647256057798	48.08%	16.35%	64.42%
Jefferson Leadership Academies (S,A,P)	Long Beach Unified	19647256057806	83.90%	7.65%	91.55%
Lindbergh Middle (S,A,P)	Long Beach Unified	19647256057814	83.38%	9.77%	93.15%
Marshall Middle (S,A,P)	Long Beach Unified	19647256057822	79.76%	11.90%	91.67%
Stephens Middle (S,A,P)	Long Beach Unified	19647256057848	82.19%	10.14%	92.34%
Bancroft Middle (S,A,P)	Long Beach Unified	19647256061337	42.45%	11.73%	54.18%
Franklin Classical Middle (S,A,P)	Long Beach Unified	19647256061345	91.69%	5.33%	97.03%
Hill Middle (S,A,P)	Long Beach Unified	19647256061352	63.77%	10.88%	74.65%
Hughes Middle (S,A,P)	Long Beach Unified	19647256061360	44.20%	11.97%	56.17%
Washington Middle (S,A,P)	Long Beach Unified	19647256061386	92.29%	5.24%	97.53%
Buffum Elementary (S,A,P0)	Long Beach Unified	19647256093769	43.99%	13.40%	57.39%
International Elementary (S,A,P)	Long Beach Unified	19647256108013	62.88%	2.05%	64.93%
Alvarado (Juan Bautista) Elementary (S,A,P)	Long Beach Unified	19647256109292	75.42%	9.88%	85.30%
Robinson (Jackie) (S,A,P)	Long Beach Unified	19647256112056	86.20%	7.28%	93.48%

<i>School Name*</i>	<i>District Name</i>	<i>14 Digit CDS Code</i>	<i>Free Meal %</i>	<i>Reduced Meal %</i>	<i>Free and Reduced Meal %</i>
Constellation Community Charter Middle (S,A,P)	Long Beach Unified	19647256113146	91.60%	6.11%	97.71%
Powell (Colin L.) Academy for Success (S,A,P)	Long Beach Unified	19647256116933	81.09%	9.54%	90.63%
New City (S, P, A)	Long Beach Unified	19647256118269	60.63%	5.62%	66.26%

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

Budget Coversheet

Prime Grantee Name: City of Long Beach Department of Health and Human Services
 Grant Number: _____

Budget Categories	FFY 13 Total	FFY 14 Total	Difference	% Difference
1 Salaries		\$424,364.25	\$424,364.25	100.00%
2 Benefits		\$199,970.58	\$199,970.58	100.00%
3 Operating		\$18,599.20	\$18,599.20	100.00%
4 Equipment		\$6,500.00	\$6,500.00	100.00%
5 Travel & Per Diem		\$7,840.08	\$7,840.08	100.00%
6 Subcontractors		\$505,000.00	\$505,000.00	100.00%
7 Other Costs		\$38,999.41	\$38,999.41	100.00%
8 Indirect Costs		\$62,433.48	\$62,433.48	100.00%
Totals:	\$0.00	\$1,263,707.00	\$1,263,707.00	800.00%

Budget Categories	Reason for difference greater than 5%
1 Salaries	
2 Benefits	
3 Operating	
4 Equipment	
5 Travel & Per Diem	
6 Subcontractors	
7 Other Costs	
8 Indirect Costs	

Prime Staffing

Prime Grantee Name:

City of Long Beach Department of Health and Human Services

Grant Number:

0

Position Title <small>* Job Descriptions for each position can be found on the Job Descriptions tab.</small>	Position Names	Description of Job Duties		FTEs charged to SNAP-Ed	Total Annual Salary	Total SNAP-Ed Salary	Benefit Rate	Benefits *Total SNAP-Ed Salary X Benefit Rate	SNAP-Ed Salary, Benefits and Wages, Federal Dollars only	
		% of SNAP-Ed Time spent on Mgmt/Admin Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery							
1	Lara Turnbull - PHP II	90.00%	10.00%	1	\$81,749.00	\$81,749.00	54.000%	\$44,144.46	\$125,893.46	
2	Sophy Kol - PHA III	80.00%	20.00%	1	\$73,530.00	\$73,530.00	54.000%	\$39,706.20	\$113,236.20	
3	Stacey Christenson - PHA - II	50.00%	30.00%	0.8	\$48,388.00	\$38,710.40	54.000%	\$20,903.62	\$59,614.02	
4	Project Assistant/Contract Manager? - PHA II	45.00%	5.00%	0.5	\$48,388.00	\$24,194.00	54.000%	\$13,064.76	\$37,258.76	
5	Sharon Alvarado de Avina - OW - II	10.00%	90.00%	1	\$49,844.00	\$49,844.00	54.000%	\$26,915.76	\$76,759.76	
6	Kim Rodriguez - OW II	10.00%	90.00%	1	\$48,388.00	\$48,388.00	54.000%	\$26,129.52	\$74,517.52	
7	Claudia McGee - PHA II	10.00%	65.00%	0.75	\$49,844.00	\$37,383.00	54.000%	\$20,186.82	\$57,569.82	
8	Community Worker NC -	0.00%	50.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23	
9	Gisela Gonzalez - Community Worker	0.00%	50.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23	
10	Community Worker NC	0.00%	50.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23	
11	Michelle Fino - PHN II	1.00%	9.00%	0.1	\$73,986.00	\$7,398.60	54.000%	\$3,995.24	\$11,393.84	
12	1 Accountant/Finance Analyst	Bureau Analyst - PHA 3	5.00%	0.00%	0.05	\$72,075.00	\$3,603.75	54.000%	\$1,946.03	\$5,549.78
13				0		\$0.00		\$0.00	\$0.00	
14				0		\$0.00		\$0.00	\$0.00	
15				0		\$0.00		\$0.00	\$0.00	
16				0		\$0.00		\$0.00	\$0.00	
17				0		\$0.00		\$0.00	\$0.00	

Prime Staffing

18					0		\$0.00		\$0.00	\$0.00
19					0		\$0.00		\$0.00	\$0.00
20					0		\$0.00		\$0.00	\$0.00
21					0		\$0.00		\$0.00	\$0.00
22					0		\$0.00		\$0.00	\$0.00
Totals:			301.00%	469.00%	7.7	\$665,319.00	\$424,364.25		\$199,970.58	\$624,334.83

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

Prime Budget Justification

Prime Grantee Name: City of Long Beach Department of Health and Human Services
 Grant Number: 0

Operating Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	Months	Total
Office Supplies	Office supplies include paper, pencils, etc. for staff conducting NEOP funded activities as part of the Healthy Active Long Beach Project. The cost is calculated at \$60 per person, x 12 months, x 7.7 FTE.	\$60.00	7.70	12.00	\$5,544.00
Photo Processing/Supplies	The cost for photo processing and supplies which will be used to photograph NEOP activities. The cost is calculated at \$25 per month x 12 months	\$25.00	1.00	12.00	\$300.00
Printing	The cost for printing program brochures (\$3,000), event flyers (\$2,000), signs/banners (\$2,000), CX3 Material and reproducing Network approved material such as recipe cards, rethink your drink material, and educational material. (\$3,000)	\$10,000.00	1.00	1.00	\$10,000.00
Postage	The cost for mailing out to eligible participants and/or partners program related material, flyers, etc. (.46 x 10 pieces per month x 12 months = \$55.2) + overnight mailing of Network reports and documents (\$30 x 6 times per year = \$180) total of \$235.20	\$235.20	1.00	1.00	\$235.20
Rent	The cost for monthly rental of a storage trailer used for Network material and supplies necessary to complete required scope of work activities. The cost for the trailer is \$210 per month x 12 months = \$2,520.00	\$210.00	1.00	12.00	\$2,520.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
Total Operating Expenses:					\$18,599.20

Equipment Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	FTE	Total
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Prime Budget Justification

Cooking Equipment	These items will be used to conduct healthy cooking demonstrations and food taste testings and include: mixing bowls, knives, cutting boards, small appliances, etc. The cost for these items includes basic cooking essentials needed by our sub-grantees to conduct scope of work activities. Also included in this item is the cost for a refrigerator to store food used for classes and community events (food demo and samples, not "meal" food)	\$2,000.00	1.00	1.00	\$2,000.00
Office Equipment	Cost for this line item include cabinets/bookshelves to organize and store program related material (cookbooks, educational material, etc.) and possible replacement of program camera and/or small office equipment (shredder, laminator, etc.)	\$4,000.00	1.00	1.00	\$4,000.00
Community Education/Outreach Equipment	Cost for this line item include purchase of a canopy to be used for community events and/or outdoor food demonstrations (required by environmental health), lightweight portable tables for outreach, and carts for transporting material.	\$500.00	1.00	1.00	\$500.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total Equipment Expenses:					\$6,500.00

Travel and Per Diem

Travel/Position Title	Location	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
Network Statewide Collaborative Meetings / Project Director or Coordinator	Sacramento	2	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$1,039.98
LHD Project Director's Oct Meeting / Project Director	Sacramento	1	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$519.99

Prime Budget Justification

LHD Project Director's April Meeting / Project Director	Sacramento	1	1	1	0	\$40.00	\$0.00	\$250.00	46.00	\$0.00	\$40.00	\$355.99
CCLHDN / Project Director	TBD/N. CA	1	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$300.00	\$80.00	\$819.99
Network Annual Conference / Project Director and Coordinator	Sacramento	1	2	3	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$1,093.99
Impact/Outcome Evaluation / Project Director and Grants Manager	Sacramento	1	1	1	0	\$40.00	\$0.00	\$250.00	46.00	\$0.00	\$40.00	\$355.99
Network Sponsored Trainings (ex. Retail and Corner Store Training, Youth Engagement, Body and Soul Kit Training and Community Engagement) / Project Director, Health Educators / Community	TBD/S. CA	4	6	1	0	\$0.00	\$0.00	\$0.00	20.00	\$0.00	\$10.00	\$285.20
Network Media Spokesperson Training / Project Director or Community Outreach Coordinator	TBD/N. CA	1	1	1	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$40.00	\$439.99
Mileage necessary to conduct SOW Activities. Calculated at an average of 60 miles per month x .565 x 12 months x 7.2 FTE (All	TBD	1	7.2						5,184.00			\$2,928.96
												\$0.00
Total Travel and Per Diem:												\$7,840.08

Sub Grant(s)

Name	Description/Justification	Total
A	TBD - 1 Sub-Grantee to conduct Afterschool/Class Series/IOE Objective as well as Youth Empowerment Objective- will also participate in CNAC, RYD and Special Events.	\$165,000.00
B	TBD - 2 Sub-Grantee to conduct In-School/Class Series/IOE Objective - will also participate in CNAC, RYD and Special Events.	\$225,000.00
C	TBD - 3 Sub-Grantee to conduct Peer to Peer Objective - will also participate in CNAC, RYD, Special Events and Retail Objective	\$50,000.00

Prime Budget Justification

D	TBD - 4	Sub-Grantee to conduct Peer to Peer Objective - will also participate in CNAC, RYD, Special Events and Retail and/or Faith Based Objective.	\$50,000.00
E	TBD - 5	Sub-Grantee to assist with required Network Evaluation Activities	\$15,000.00
F			
G			
H			
I			
Total Sub Grant(s):			\$505,000.00

Other Costs

Budget Item	Description/Justification	Unit Cost	Quantity	Misc.	Total
Nutrition Education Materials	Nutrition education materials required to complete the scope of work objectives/activities. Education material includes Network approved books, brochures, activity sheets, teaching tools and visuals, videos and games for conducting classes.	\$16,499.41	1.00	1.00	\$16,499.41
Special Event Expenses	Cost for this line item include cost for hosting and/or participating in special nutrition education events to promote Network messages (rethink your drink kick-off, Juneteenth, Fruit and Veggie Fest, CX3 community presentations, etc.). Examples of costs include: registration fees, facilities usage fees, rental of canopies, tents, chairs, tables, stage and sound system, and fees for presentations/speakers/activity assemblies. Events estimated at 4-8 per year, 100-1000 participants reached per event.	\$6,000.00	1.00	1.00	\$6,000.00
Food Demonstrations and Samples	Cost is for food and supplies to conduct healthy cooking demonstrations and provide healthy food samples of Network Recipes as part of our required scope of work activities. Cost is calculated at \$2 per sample x 4000 samples	\$2.00	4000.00	1.00	\$8,000.00

Prime Budget Justification

Material Translation	Cost to have Network approved material (recipe cards, event promotion material, etc. translated into Khmer (Cambodian). Cost is calculated at an average of \$50 per page x 10 pages.	\$50.00	10.00	1.00	\$500.00
Outdoor Media	Cost to purchase local media buys (bus shelters ads) of reviewed and approved messages in GIS identified neighborhoods. The cost is calculated at \$1000 per shelter ad (1 month) x 8 shelter ads - 6,000.	\$1,000.00	8.00	1.00	\$8,000.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
				1.00	\$0.00
Total Other Costs:					\$38,999.41

Indirect Costs

Calculation Method	%	\$ of Method	Total
	10.00%	\$624,334.83	\$62,433.48
Total Indirect Costs:			\$62,433.48

Total Budget: \$1,263,707.00

**Network for a Healthy California
Request Form for Non-Network Sponsored Travel**

This form must be submitted and approved prior to expending Network funds for travel to non-Network sponsored events (in or outside California). Complete one form per event. Fax this form to your Network Program or Contract Manager for approval. Please allow up to 4 weeks to process this request.

Submission Checklist

- Parts I, II and III completed below
- Agenda attached with detailed session descriptions(s)
- Funds are available in the Travel and Per Diem line item of your approved budget to cover these expenses. (If not, a Budget Adjustment Request (BAR) may be needed prior to approval.)
- If out-of-state and/or national event, then USDA approval obtained prior to submitting this form. (Date approved: _____)

Part I. Contact Information

Agency Name: _____ Contract #: _____
 Contact Name: _____ Phone #: _____ Email: _____

Part II. Event Information

Conference/Meeting/Training/Event Title: _____
 Date(s) of conference and/or Travel: _____ Location: _____

Attending as a: Participant Presenter Other (specify) _____

Conference website if available _____

Please justify how the event supports/benefits Supplemental Nutrition Assistance Program – Education (SNAP-Ed) eligible participants and relates to your Scope of Work (SOW) (include Objective and Activity number): _____

Part III. Projected Travel Costs (Proration)

Per USDA guidelines, all costs for non-Network sponsored events must be prorated to the 1) nutrition education content (NE) of the agenda for low-income audiences; and 2) full-time equivalent (FTE) of attendee. Please use the worksheet below to project reimbursement costs. See attached sample worksheets.

Proration Worksheet

		Attendee A	Attendee B	Attendee C
	Name and Position Title of Attendee Traveling (title must be listed on budget and SOW)			
A.	Total projected costs (non-prorated) (include registration fees, mileage, hotel, parking, tolls, per diem, airfare, etc.)			
B.	Estimated percentage of agenda applicable to NE			
C.	First Proration (multiply row A x row B)			
D.	Full-time equivalent (FTE) of attendee			
E.	Second Proration (multiply row C x row D)			
F.	Total Projected Cost for Reimbursement (sum of amounts in Row E)			
		<p>Note: These are projected costs only. Invoice must be based on actual costs and supported by receipts.</p>		

Approved Approved with the following changes: _____ Denied for the following reasons: _____
 Program Manager initials _____ Date _____
 Contract Manager initials _____ Date _____

Sample Proration Scenarios

The following two scenarios are offered to assist you in completing the proration worksheet on Part III of the Request Form.

Scenario #1

The school nurse will be attending a non-*Network* sponsored training. You've looked at the agenda and determined that 100% of the training will cover NE for low-income audiences. The school nurse is funded by the *Network* at 50% FTE and is listed as such on the budget justification. The projected costs for the nurse to attend the conference are as follows:

Registration:	\$100
Mileage (at 56.5 cents/mile):	\$27
Hotel:	\$94
Total Projected Cost:	\$221

	Proration Worksheet	Attendee A	Attendee B	Attendee C
	Name and Position Title of Attendee Traveling (title must be listed on budget and SOW)	Sue Smith, School Nurse	N/A	N/A
A.	Total projected costs (non-prorated) (include registration fees, mileage, hotel, parking, tolls, per diem, airfare, etc.)	\$221		
B.	Percentage of agenda applicable to NE	100% or 1.0		
C.	First Proration (multiply row A x row B)	\$221 x 1.0 = \$221		
D.	Full-time equivalent (FTE) of attendee	50% or .50		
E.	Second Proration (multiply row C x row D)	\$221 x .50=\$111		
F.	Total Projected Cost for Reimbursement (sum of amounts in Row E)	\$111	Note: These are projected costs only. Invoice must be based on actual costs and supported by receipts.	

Scenario #2

The project coordinator will present a non-*Network* sponsored workshop. You've looked at the agenda and determined that 50% of the workshop will cover NE for low income audiences. The project coordinator is funded by the *Network* at 60% FTE and is listed as such on the budget justification. The projected costs for the project coordinator to attend the conference are as follows:

Registration:	\$100
Airfare:	\$216
Taxi:	\$35
Hotel:	\$94
Total Projected Cost:	\$445

	Proration Worksheet	Attendee A	Attendee B	Attendee C
	Name and Position Title of Attendee Traveling (title must be listed on budget and SOW)	Mike Brown, Project Coordinator	N/A	N/A
A.	Total projected costs (non-prorated) (include registration fees, mileage, hotel, parking, tolls, per diem, airfare, etc.)	\$445		
B.	Percentage of agenda applicable to NE	50% or .50		
C.	First Proration (multiply row A x row B)	\$445 x .50 = \$223		
D.	Full-time equivalent (FTE) of attendee	60% or .60		
E.	Second Proration (multiply row C x row D)	\$223 x .60=\$134		
F.	Total Projected Cost for Reimbursement (sum of amounts in Row E)	\$134	Note: These are projected costs only. Invoice must be based on actual costs and supported by receipts.	

My AGENCY

Shasta County HHSA- Public Health

My POSITION

Project Coordinator

LHD FFY 2014 Training-Based Travel Worksheet

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

Proposed 'In Person' TRAININGS/MEETINGS	NEED <input type="checkbox"/> WANT <input type="checkbox"/> or SNAP-Ed	BASIC <input type="checkbox"/> or ADVANCED	Preferred LOCATION	# DAYS	# STAFF	Lodging estimate	Airfare estimate	Mileage estimate
Administrative Operations								
Fiscal and Administrative Orientation	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	At LHD Site	1	n/a	n/a	n/a	n/a
Leadership & Partnership								
LHD Peer Exchange Mentor Program	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Media & Communications								
Media Spokesperson SNAP-Ed NEOP	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Media Spokesperson Champions for Change	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Media Spokesperson Rethink Your Drink	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	100		320
Media Spokesperson CX³	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	100		320
Community Based Initiatives								
Community Engagement Engaging Low Income Residents as Leaders	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	100		320
Retail & Corner Stores	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Youth Engagement	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2	200		320
Cultural Proficiency In Low income & Ethnic Communities	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA					
Research & Evaluation								
Impact and Outcome Evaluation	Network Sponsored		<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	1	100		320
CX³ Tier 1: On-line Mapping	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1				
CX³ Tier 2: On the Ground Survey	<input type="checkbox"/> NEED <input checked="" type="checkbox"/> Want	<input type="checkbox"/> Basic <input checked="" type="checkbox"/> Advanced	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	1	2	100		320
Meetings & Conferences								
Network Statewide Conference * Includes 1 day for pre/post training * Consider adding for youth track attendees	Network Sponsored		Sacramento Feb 2014	2+1	3	200		320
NEOP Statewide Collaborative * Includes 1 day for pre or post training	Network Sponsored		Sacramento Nov 2014	2+1	3	200		320

My AGENCY

Shasta County HHSA- Public Health

My POSITION

Project Coordinator

LHD FFY 2014 Training-Based Travel Worksheet

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

Proposed In Person TRAININGS/MEETINGS	NEED or WANT for SNAP-ED	BASIC or ADVANCED	Preferred LOCATION	# DAYS	# STAFF	Lodging estimate	Airfare estimate	Mileage estimate
NEOP Statewide Collaborative <i>* Includes pre or post training</i>	<i>Network Sponsored</i>		Sacramento May 2014	2+1	3	200		320
CCLHDN Membership Mtg. & Leadership Forum	<input checked="" type="checkbox"/> NEED <input type="checkbox"/> Want	N/A	<input checked="" type="checkbox"/> No. CA <input type="checkbox"/> So. CA	2	2	100		320
FANOUT Meetings (Quarterly)	<input type="checkbox"/> NEED <input type="checkbox"/> Want	N/A	Sacramento	4				
Other	<input type="checkbox"/> NEED <input type="checkbox"/> Want	<input type="checkbox"/> Basic <input type="checkbox"/> Advanced	<input type="checkbox"/> No. CA <input type="checkbox"/> So. CA					

EXHIBIT A1

**DELIVERABLES FOR LOCAL
HEALTH DEPARTMENT GRANTS**

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

GRANT AGREEMENT NUMBER 13-20015

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

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

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

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

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

Objective 3: Physical Activity and Sedentary Behavior

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

Objective 4 - Environmental Supports for Nutrition Education

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

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

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

Local Health Department Deliverables

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

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

EXHIBIT B
BUDGET DETAIL

Prime Staffing

Prime Grantee Name:

City of Long Beach Department of Health and Human Services

Grant Number:

13-20015

Position Title * Job Descriptions for each position can be found on the Job Descriptions tab.	Position Names	Description of Job Duties		FTEs charged to SNAP-Ed	Total Annual Salary	Total SNAP-Ed Salary	Benefit Rate	Benefits *Total SNAP-Ed Salary X Benefit Rate	SNAP-Ed Salary, Benefits and Wages, Federal Dollars only
		% of SNAP-Ed Time spent on Mgmt/Admin Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery						
3 1 Administrator (e.g., Director of Programs)	Lara Turnbull - PHP II	90.00%	10.00%	1	\$81,749.00	\$81,749.00	54.000%	\$44,144.46	\$125,893.46
2 2 Administrative Coordinator	Sophy Kol - PHA III	80.00%	20.00%	1	\$73,530.00	\$73,530.00	54.000%	\$39,706.20	\$113,236.20
6 3 Community Liaison	Stacey Christenson - PHA - II	62.50%	37.50%	0.8	\$48,388.00	\$38,710.40	54.000%	\$20,903.62	\$59,614.02
26 4 Program Assistant	Project Assistant/Contract Manager? - PHA II	90.00%	10.00%	0.5	\$48,388.00	\$24,194.00	54.000%	\$13,064.76	\$37,258.76
21 5 Nutritionist/Nutrition Educator/Nutrition Aide	Sharon Alvarado de Avina - OW - II	10.00%	90.00%	1	\$49,844.00	\$49,844.00	54.000%	\$26,915.76	\$76,759.76
21 6 Nutritionist/Nutrition Educator/Nutrition Aide	Kim Rodriguez - OW II	10.00%	90.00%	1	\$48,388.00	\$48,388.00	54.000%	\$26,129.52	\$74,517.52
21 7 Nutritionist/Nutrition Educator/Nutrition Aide	Claudia McGee - PHA II	13.33%	86.67%	0.75	\$49,844.00	\$37,383.00	54.000%	\$20,186.82	\$57,569.82
21 8 Nutritionist/Nutrition Educator/Nutrition Aide	Community Worker NC -	0.00%	100.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23

Prime Staffing

9	21	Nutritionist/Nutrition Educator/Nutrition Aide	Gisela Gonzalez - Community Worker	0.00%	100.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23
10	21	Nutritionist/Nutrition Educator/Nutrition Aide	Community Worker NC	0.00%	100.00%	0.5	\$39,709.00	\$19,854.50	5.000%	\$992.73	\$20,847.23
11	21	Nutritionist/Nutrition Educator/Nutrition Aide	Michelle Fino, RD - PHN II	10.00%	90.00%	0.1	\$73,986.00	\$7,398.60	54.000%	\$3,995.24	\$11,393.84
12	1	Accountant/Finance Analyst	Bureau Analyst - PHA 3	100.00%	0.00%	0.05	\$72,075.00	\$3,603.75	54.000%	\$1,946.03	\$5,549.78
Totals:				465.83%	734.17%	7.7	\$665,319.00	\$424,364.25		\$199,970.58	\$624,334.83

Payroll taxes, workers comp, retirement benefits, medical/dental insurance for all permanent full-time and part-time employees (calculated at an average of 54%) and Payroll taxes, workers comp and retirement benefits for all non-career (NC) employees (calculated at an average of 5%).

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

Prime Budget Justification

Prime Grantee Name: City of Long Beach Department of Health and Human Services
 Grant Number: 13-20015

Operating Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	Months	Total
Office Supplies	Office supplies include paper, pencils, etc. for staff conducting NEOP funded activities as part of the Healthy Active Long Beach Project. The cost is calculated at \$60 per person, x 12 months, x 7.7 FTE.	\$60.00	7.70	12.00	\$5,544.00
Photo Processing/Supplies	The cost for photo processing and supplies which will be used to photograph NEOP activities. The cost is calculated at \$25 per month x 12 months	\$25.00	1.00	12.00	\$300.00
Printing	The cost for printing program brochures (\$3,000), event flyers (\$2,000), signs/banners (\$2,000), CX3 Material and reproducing Network approved material such as recipe cards, rethink your drink material, and educational material. (\$3,000)	\$10,000.00	1.00	1.00	\$10,000.00
Postage	The cost for mailing out to eligible participants and/or partners program related material, flyers, etc. (.46 x 10 pieces per month x 12 months = \$55.2) + overnight mailing of Network reports and documents (\$30 x 6 times per year = \$180) total of \$235.20	\$235.20	1.00	1.00	\$235.20
Rent	The cost for monthly rental of a storage trailer used for Network material and supplies necessary to complete required scope of work activities. The cost for the trailer is \$210 per month x 12 months = \$2,520.00	\$210.00	1.00	12.00	\$2,520.00
Total Operating Expenses:					\$18,599.20

Equipment Expenses

Budget Item	Description/Justification	Unit Cost	Quantity	FTE	Total
Office Equipment	Cost for this line item include cabinets/bookshelves to organize and store program related material (cookbooks, educationl material, etc.) and possible replacement of program camera and/or small office equipment (shredder, laminator, etc.)	\$4,000.00	1.00	1.00	\$4,000.00
Refridgerator	To store food used for classes and community events (food demo and samples, not "meal" food)	\$1,500.00	1.00	1.00	\$1,500.00
Total Equipment Expenses:					\$5,500.00

Prime Budget Justification

Travel and Per Diem

Travel/Position Title	Location	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles	Reg. Fee	Other	Total
NEOP Statewide Collaborative Meetings / Project Director or Coordinator	Sacramento	2	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$1,039.98
LHD Project Director's Oct Meeting / Project Director	Sacramento	1	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$519.99
LHD Project Director's April Meeting / Project Director**	Sacramento	1	1	1	0	\$40.00	\$0.00	\$250.00	46.00	\$0.00	\$40.00	\$355.99
CCLHDN / Project Director	TBD/N. CA	1	1	2	1	\$40.00	\$84.00	\$250.00	46.00	\$300.00	\$80.00	\$819.99
Network Statewide Conference / Project Director and Coordinator	Sacramento	1	2	3	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$80.00	\$1,093.99
Impact/Outcome Evaluation / Project Director and Grants Manager	Sacramento	1	1	1	0	\$40.00	\$0.00	\$250.00	46.00	\$0.00	\$40.00	\$355.99
Network Sponsored Trainings (ex. Retail and Corner Store Training, Youth Engagement, Body and Soul Kit Training and Community Engagement) / Project Director, Health Educators / Community Workers)	TBD/S. CA	4	6	1	0	\$0.00	\$0.00	\$0.00	20.00	\$0.00	\$10.00	\$285.20
Network Media Spokesperson Training / Project Director or Community Outreach Coordinator	TBD/N. CA	1	1	1	1	\$40.00	\$84.00	\$250.00	46.00	\$0.00	\$40.00	\$439.99
Mileage necessary to conduct SOW Activities. Calculated at an average of 60 miles per month x .565 x 12 months x 7.2 FTE (All Network Funded Staff except for Bureau Analyst)	TBD	1	7.2						5,184.00			\$2,928.96
Total Travel and Per Diem:												\$7,840.08

*Lodging costs include taxes. Reimbursement at CalHR rates.

** Per contractor, flights must be booked @6am departure to and after 8pm from meetings in Sacramento in order to attend the entire meeting.

Prime Budget Justification

Sub Grant(s)

Name	Description/Justification	Total
A Long Beach Department of Parks, Recreation and Marine	Sub-Grantee to conduct Afterschool/Class Series/IOE Objective as well as Youth Empowerment Objective-will also participate in CNAC, RYD and Special Events.	\$165,000.00
B Long Beach Unified School District	Sub-Grantee to conduct In-School/Class Series/IOE Objective - will also participate in CNAC, RYD and Special Events.	\$225,000.00
C TBD	Sub-Grantee to conduct Peer to Peer Objective - will also participate in CNAC, RYD, Special Events and Retail Objective	\$50,000.00
D TBD	Sub-Grantee to conduct Peer to Peer Objective - will also participate in CNAC, RYD, Special Events and Retail and/or Faith Based Objective.	\$50,000.00
E TBD	Sub-Grantee to assist with required Network Evaluation Activities	\$15,000.00
Total Sub Grant(s):		\$505,000.00

Other Costs

Budget Item	Description/Justification	Unit Cost	Quantity	Misc.	Total
Nutrition Education Materials	Nutrition education materials required to complete the scope of work objectives/activities. Education material includes Network approved books, brochures, activity sheets, teaching tools and visuals, videos and games for conducting classes. Est. 8,250 pieces @ \$2 per person	\$16,499.41	1.00	1.00	\$16,499.41
Special Event Expenses	Cost for this line item include cost for hosting and/or participating in special nutrition education events to promote Network messages (rethink your drink kick-off, Juneteenth, Fruit and Veggie Fest, CX3 community presentations, etc.). Examples of costs include: registration fees, facilities usage fees, rental of canopies, tents, chairs, tables, stage and sound system, and fees for presentations/speakers/activity assemblies. Events estimated at 4-8 per year, 100-1000 participants reached per event.	\$6,000.00	1.00	1.00	\$6,000.00
Food Demonstrations and Samples	Cost is for food and supplies to conduct healthy cooking demonstrations and provide healthy food samples of Network Recipes as part of our required scope of work activities. Cost is calculated at \$2 per sample x 4000 samples	\$2.00	4000.00	1.00	\$8,000.00
Material Translation	Cost to have Network approved material (recipe cards, event promotion material, etc. translated into Khmer (Cambodian). Cost is calculated at an average of \$50 per page x 10 pages.	\$50.00	10.00	1.00	\$500.00

Prime Budget Justification

Outdoor Media	Cost to purchase local media buys (bus shelters ads) of reviewed and approved messages in GIS identified neighborhoods. The cost is calculated at \$1000 per shelter ad (1 month) x 8 shelter ads - 6,000.	\$1,000.00	8.00	1.00	\$8,000.00
Cooking Items	These items will be used to conduct healthy cooking demonstrations and food taste testings and include: mixing bowls, knives, cutting boards, small appliances, etc. The cost for these items includes basic cooking essentials needed by our sub-grantees to conduct scope of work activities.	\$500.00	1.00	1.00	\$500.00
Community Education/Outreach Equipment	Cost for this line item include purchase of a canopy to be used for community events and/or outdoor food demonstrations (required by environmental health), lightweight portable tables for outreach, and carts for transporting material.	\$500.00	1.00	1.00	\$500.00
Total Other Costs:					\$39,999.41

Indirect Costs

Calculation Method	%	\$ of Method	Total
10.0% of Personnel and Fringe Benefits which is based on the most recent available Full and OMB A-87 Indirect Cost Plan and includes indirect costs associated with the maintenance and operation of the City and the Health Department such as City Administration, janitorial, payroll services, etc.	10.00%	\$624,334.83	\$62,433.48
Total Indirect Costs:			\$62,433.48

Total Budget:			\$1,263,707.00
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EXHIBIT C
STANDARD GRANT CONDITIONS

EXHIBIT C
STANDARD GRANT CONDITIONS

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

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

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

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

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

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

7. **FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS:** Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be

sufficient to permit tracing of all grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of any applicable state or federal law, or the provisions of this Grant. Grantee further agrees that it will maintain separate Project accounts in accordance with generally accepted accounting principles.

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

Request for Applications (Exhibit D) and the Grant Application (Exhibit A).

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

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

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

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

EXHIBIT D
FEDERAL PROVISIONS

Special Terms and Conditions

(For federally funded Grant agreements)

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

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

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

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

Index of Special Terms and Conditions

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

1. Federal Contract Funds

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

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

2. Federal Equal Opportunity Requirements

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

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

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

3. Debarment and Suspension Certification

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

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

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

4. **Covenant Against Contingent Fees**

(Applicable only to federally funded agreements.)

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

5. **Air or Water Pollution Requirements**

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

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

6. **Lobbying Restrictions and Disclosure Certification**

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

a. Certification and Disclosure Requirements

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

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

b. Prohibition

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

7. **Additional Restrictions**

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

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

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

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

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

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

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

CERTIFICATION REGARDING LOBBYING

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

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

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

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

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

City of Long Beach Dept.of Health and Human
Services

Name of Grantee

13-20015

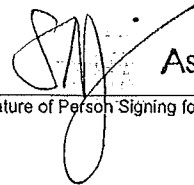
Contract / Grant Number

Date

10.1.13

Patrick H. West

Printed Name of Person Signing for Grantee



Assistant City Manager

Signature of Person Signing for Grantee

City Manager

Title

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.

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

California Department of Public Health
Attn: Debra Thompson, Grant Manager
PO Box 997377
Sacramento, CA 95899-7413

APPROVED AS TO FORM

9/19, 2013
CHARLES PARKIN, City Attorney

By _____

LINDA T. VU
DEPUTY CITY ATTORNEY

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

CERTIFICATION REGARDING LOBBYING

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

Approved by OMB
0348-0046

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

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

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

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

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

EXHIBIT E
ADDITIONAL PROVISIONS

Exhibit E
Additional Provisions

1. Additional Incorporated Documents

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

2. Cancellation / Termination

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

**Exhibit E
Additional Provisions |**

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

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

3. Travel and Per Diem Reimbursement

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

4. Avoidance of Conflicts of Interest by Grantee

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

Exhibit E
Additional Provisions

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

5. Dispute Resolution Process

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

Exhibit E
Additional Provisions

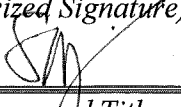

forth in Division 25.1 (commencing with Section 38050) of the Health and Safety Code and the regulations adopted thereunder. (Title 1, Division 2, Chapter 2, Article 3 (commencing with Section 1140) of the California Code of Regulations).

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

CCC-307

CERTIFICATION

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

<i>Contractor/Bidder Firm Name (Printed)</i> City of Long Beach		<i>Federal ID Number</i> [REDACTED]
<i>By (Authorized Signature)</i>  Assistant City Manager		APPROVED AS TO FORM 9/19, 2013 CHARLES PARKIN, City Attorney
<i>Printed Name and Title of Person Signing</i> Patrick H. West		By  LINDA T. VU DEPUTY CITY ATTORNEY
<i>Date Executed</i> 10.1.13	EXECUTED PURSUANT TO SECTION 301 OF THE CITY CHARTER. <i>Executed in the County of</i> Los Angeles County	

CONTRACTOR CERTIFICATION CLAUSES

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

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

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

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

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

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

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

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

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

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

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

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the 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.

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

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

The following definitions apply to original agreements and amendments:

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

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

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

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

City of Long Beach Department of
Health and Human Services
Page 3
August 29, 2013

For inquiries regarding this agreement, please contact Debra at (916)440-7362 and cite the agreement number.

Thank you for your attention to this matter.

Sincerely,

Debra Thompson

Debra Thompson
Grant Manager
Nutrition Education and Obesity Prevention Branch

Enclosure(s)