

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM : RIVERSIDE UNIVERSITY HEALTH SYSTEM-PUBLIC HEALTH **SUBMITTAL DATE:**
October 13, 2016

SUBJECT: Approve and execute Agreement #16-122 between Reach Out and the County of Riverside Department of Public Health for Supplemental, Nutrition Assistance Program Education, without seeking competitive bids, for the period of October 1, 2016 through September 30, 2019. District- 2. [\$540,000] 100% Federal Funds.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute Agreement #16-122 with Reach Out for Supplemental, Nutrition Assistance Program Education (SNAP-Ed), without seeking competitive bids, in the amount of \$540,000 for the period of October 1, 2016 through September 30, 2019, and
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved by County Counsel to: sign amendments that do not change the substantive terms of the agreement and sign amendments to the compensation provisions that do not exceed 10% annually.

Policy

BACKGROUND:

Summary

(Continued on next page)

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 150,000	\$ 185,000	\$540,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Federal Funds			Budget Adjustment: No	
			For Fiscal Year: 16/17-19/20	

C.E.O. RECOMMENDATION: [CEO use]

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Benoit, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Benoit and Ashley
 Nays: None
 Absent: None
 Date: October 25, 2016
 xc: RUHS, Purchasing

Kecia Harper-Ihem
 Clerk of the Board
 By: *[Signature]*
 Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

BACKGROUND:

Summary (continued)

The County of Riverside Department of Public Health, Nutrition and Health Promotion Branch is a continuing contractor participating in a multi-year contract with the California Nutrition Education and Obesity Prevention program (Agreement # 16-10146). The California Department of Public Health, Nutrition Education and Obesity Prevention Branch (NEOPB) represents a statewide movement of local, state and national partners collectively working toward improving the health status of low-income population through increased fruit and vegetable consumption and daily physical activity. Multiple venues are used to facilitate behavior change in the homes, school, worksites, and communities of low-income population to create environments that support fruit and vegetable consumption and physical activity. NEOPB funds must be spent on qualifying nutrition and physical programs in Riverside County through partnerships and coalitions to promote nutrition and physical activity. The target population for this program is eligible for participation in the Supplemental Nutrition Assistance Program Education (SNAP-Ed).

Reach Out will collaborate and partner with Nutrition & Health Promotion Branch in the promotion of health and nutrition in Supplemental Nutrition Assistance Program Education (SNAP-Ed) eligible populations in Riverside County, as part of the NEOP project.

Impact on Residents and Businesses

Based on qualifying areas within the County of Riverside, SNAP-Ed eligible population will be targeted to increase the consumption of healthy foods and beverages, reduce consumption of less healthy foods and beverages and to increase physical activity as part of the NEOPB grant.

SUPPLEMENTAL:

Additional Fiscal Information

The NEOP grant received 100% of its funding from the State as a pass through from the Federal government. The NEOP program year is based on federal fiscal year (October 1, 2016 – September 30, 2019).

The table below outlines how the funds are distributed over the three year term of the agreement. Funding allocation for the county fiscal years is as follows:

Federal and County Fiscal Year Budget Comparison Table					
County Fiscal Year (FY)	07/01/2016 - 06/30/2017	07/01/2017 - 06/30/2018	07/01/2018 - 06/30/2019	07/01/2019 - 06/30/2020	Total 3 Years Contract
Reach Out	\$150,000	\$185,000	\$165,000	\$40,000	\$540,000
Federal Fiscal Year (FFY)	10/01/2016 - 09/30/2017	10/01/2017 - 09/30/2018	10/01/2018 - 09/30/2019	10/01/2019 - 09/30/2020	
Contract Total	\$ 200,000	\$ 180,000	\$ 160,000		\$540,000

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Contract History and Price Reasonableness

Reach Out has been invited and selected as a sole source to participate in the NEOPB grant based on meeting qualifying criteria dictated by State Local Health Department agreement approved by Board of Supervisors on October 8, 2014, Board Agenda Number 3-76.

Reach Out must partner with Jurupa Unified School District (JUSD) to provide services to eligible schools within the district to reach students and their families with nutrition education and physical activity promotion, primarily through direct education. This unique relationship between the JUSD and Reach Out makes Reach Out the ideal partner in implementing the NEOPB grant.


Teresa Summers, Assistant Director of Purchasing

10/17/2016

Agreement

This is a Subcontracting Agreement of the California Supplemental Nutrition Assistance Program Education (SNAP-Ed) Plan of the California Department of Public Health, the California Department of Social Services and the United States Department of Agriculture
between

COUNTY OF RIVERSIDE

and

REACH OUT

I. Purpose and Scope.

The purpose of this subcontract agreement, hereinafter referred to as “subcontract” or “agreement,” is to clearly identify the roles and responsibilities of each party as they relate to providing nutrition education to Californians participating or eligible to participate in the CalFresh, previously known as the Food Stamp Program in California.¹ California’s Supplemental Nutrition Assistance Program Education (SNAP-Ed) is funded federally by the United States Department of Agriculture (USDA) and administered at the state level by the California Department of Social Services (CDSS) and the California Department of Public Health’s (CDPH’s) *Nutrition Education and Obesity Prevention Branch (NEOPB)*.

The SNAP-Ed program is intended to provide nutrition education to low-income households. To support this goal, County of Riverside Department of Public Health, hereinafter referred to as “COUNTY” or “Grantee”, and REACH OUT, hereinafter referred to as “REACH OUT” or “Sub-grantee”, will conduct nutrition education interventions to eligible families as described in their respective Scope of Work/Deliverables. Allowable services are outlined in the USDA SNAP-Ed Plan Guidance located at the following link:

<http://snap.nal.usda.gov/national-snap-ed/snap-ed-plan-guidance-and-templates>

Both COUNTY and REACH OUT should ensure that program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and Office of Management and Budget (OMB) circulars governing cost issues.

II. Period of Performance.

The term of this agreement is the period within which the project responsibilities of this agreement shall be performed. The term commences October 1, 2016 and terminates September 30, 2019.

III. Compensation.

In consideration of services provided by COUNTY, REACH OUT shall receive compensation for services set forth in Exhibit A, INTEGRATED WORK PLAN/SCOPE OF WORK, and Exhibit B, BUDGET, not to exceed five hundred forty thousand dollars (\$540,000) including all expenses.

IV. COUNTY Responsibilities.

COUNTY shall undertake the following activities during the duration of the agreement term:

1. Ensure adherence of REACH OUT to applicable federal and state laws and regulations and program guidelines.
2. Review and approve all documentation evidencing REACH OUT's performance of services as set forth in the Integrated Work Plan/Scope of Work, attached hereto as Exhibit A, and monitor REACH OUT compliance with the agreement.
3. Provide training and technical assistance to REACH OUT on promising practices and fiscal and programmatic rules and regulations.
4. Promptly reimburse allowable expenses according to the terms and conditions set forth in this agreement according to the following:
 - a. The COUNTY standard payment default terms of 30 days after the submission of the monthly Federal Share invoices to COUNTY.
5. Ensure that REACH OUT's Integrated Work Plan/Scope of Work activities do not supplant existing SNAP-Ed efforts or funding.
6. Review REACH OUT's audit report and, within six months of receipt, issue a management decision on any audit findings. COUNTY will also ensure that REACH OUT takes appropriate and timely corrective action to remain in compliance with federal regulations.

V. REACH OUT Responsibilities.

REACH OUT shall undertake the following activities during the duration of the agreement term:

1. Provide nutrition education services as outlined in the approved Integrated Work Plan/Scope of Work and Budget attached hereto as Exhibit B. Services shall be provided to SNAP eligible participants and potential SNAP eligible participants who have incomes at or below 185% of the federal poverty level (FPL) and are residents of Jurupa Valley. REACH OUT will be required to designate the sites where services will be provided to ensure the target population is being reached. Site approval must be obtained before services begin. The methods used to qualify the proposed sites include:

- a. Sites located in a census tract where at least 50% of the target audience is at or below 185% of the FPL. Sites may be qualified based on all races in the census tract or by racial/ethnic specific data.
 - b. Sites considered as means tested programs that are eligible for SNAP-Ed services.
 - c. School sites with at least 50% of the students receiving free or reduced price meals.
2. Ensure that Federal Share is not used to supplant existing SNAP-Ed funds or activities.
 3. Follow all relevant laws and regulations regarding documentation, reporting, use, etc. of these federal funds in accordance with OMB circulars A-122 and A-133 (for non-profits) or OMB circulars A-87 and A-133 (for State, Local, and Indian Tribal Governments) or OMB circulars A-21 (for Educational Institutions).
<http://www.whitehouse.gov/omb/circulars/>
 4. Furnish project management, contract administration and fiscal control services, including but not limited to:
 - a. Adherence to the approved Integrated Scope of Work and Budget attached.
 - b. Return of this agreement, with the required signatures, within 30 days of its receipt.
 - c. Preparation and submission of approved monthly time log forms for each employee charging personnel costs to the program.
 - d. Preparation and submission of monthly Federal Share invoices to COUNTY according to the following :
 - 1) Monthly Invoices Due Dates:
REACH OUT shall submit monthly invoices by the 25th of the following month to pay prior monthly expenditures.
 - 2) Invoices shall be submitted or emailed to:

County of Riverside Department of Public Health
Nutrition Services Branch - Attn: Lisa Lin
4210 Riverwalk Parkway, Suite # 400
Riverside, CA 92505
llin@rivcocha.org
 - e. Sub-grantee is required to separate, batch and label each set of documentation according to one of the nine line items to which the expense is billed. Batch,

attach vendor invoices, bills, receipts for all purchases and label the documentation according to the following line items:

- 1) Personnel Salaries
- 2) Fringe Benefits
- 3) Operating Expenses
- 4) Equipment Expenses – Not applicable
- 5) Travel and Per Diem
- 6) Subcontracts – Not applicable
- 7) Other Costs
- 8) Indirect Costs

- f. Sub-grantee is required to sign and submit a copy of the fully executed sub-grant agreement and/or consultant agreement to COUNTY.

The following key elements must be included in the sub-grant agreements:

- 1) Name of the parties entering into the agreement.
- 2) Terms of the agreement.
- 3) Scope of services or work to be completed, attached here as Exhibit A.
- 4) Maximum amount payable.
- 5) Cancellation clause.
- 6) Record retention clause
- 7) Copy of the CDPH - Special Terms and Conditions Exhibit D(F), attached hereto as Attachment 1.
- 8) Information confidentiality and security requirements, attached hereto as Attachment 2.
- 9) Information systems security requirements for projects, attached hereto as Attachment 3.

- g. Comply with all requests from COUNTY including programmatic and fiscal onsite or desk reviews. Upon request, provide documentation to the COUNTY and follow protocols to ensure compliance with requirements.

- h. Preparation and submission of On-line Activity Tracking Form (ATF) and Progress Reports as follows:

- 1) See attached Scope of Work - Exhibit A (13 pages)
- 2) Activities must be logged by the 7th of the following month to track prior month's activities.
- 3) Semi-annual progress reports will be due early April, date TBD.
- 4) Annual progress report will be due early October, date TBD.

- i. Participation in all mandatory trainings and meetings as requested by COUNTY.

- j. REACH OUT agrees to maintain and preserve files relevant to this agreement, until three years after termination of and final payment is received from the

NEOPB to the Grantee. In addition, permit the NEOPB , CDPH, CDSS, USDA or any duly authorized to have access to, examine or audit any pertinent books, documents, papers and fiscal records related to this subcontract and to allow interviews of any employees who might reasonably have information related to such records. Any costs that cannot be substantiated by source documentation may be disallowed.

- k. Return any funds necessary to repay USDA for any federal audit exceptions in which REACH OUT has not complied with the requirements of this agreement and applicable state and federal regulations.
- l. Submission of a copy of audited financial statements to COUNTY nine months after the year end. REACH OUT agrees to provide access to auditors to determine compliance with federal regulations.

VI. Documentation Approval and Acknowledgements.

COUNTY and REACH OUT agree that documents prepared by organizations using CDPH funding for external release, in print or other media, or via the Internet, must undergo appropriate review and approval prior to release. Documents prepared by CDPH contractors and subcontractors and intended for publication and distribution by an entity outside of CDPH must receive the necessary departmental approvals prior to publishing or distribution. Concurrent submission to the internal and external review processes is not permitted. Reviews may take up to thirty (30) working days. CDPH has identified the following category of documents intended for external release applicable to nutrition education:

Health Education/Communication

- One time, periodic, or occasional
- Provides factual information to the public or target audience to prevent disease or improve health status
- Conveys a specific public health message to a select target audience about a specific public health problem or program

Examples:

- Brochure
- Fact sheet
- Media campaigns and advertisements
- Newsletter
- Fotonovela
- Press release or other press materials
- Public Service Announcement
- Social Networking – Facebook, Twitter, etc.

Materials, whether newly developed or reprinted, must include an appropriate acknowledgement/funding statement.

See the *NEOPB Branding Guidelines Manual* at:

<http://www.cachampionsforchange.cdph.ca.gov/Library/networkbrandhome.php>

for information on approved acknowledgement/funding statements and which types of materials should carry which version of the statement. For materials not listed, contact COUNTY for guidance on which statement is appropriate.

Whenever possible, the *NEOPB* logo should be displayed prominently on all materials produced with *NEOPB* funds. This includes flyers, Web pages, PowerPoint presentations, printed publications, or any other documents. *NEOPB* logos are available in English, Spanish, black and white, color, and in different electronic file formats online in the *Resource Library*
<http://cdph.ca.gov/programs/cpns/RL/Pages/default.aspx>

Additional Provisions links:

Fiscal and Administrative Guidelines

<http://www.cdph.ca.gov/programs/cpns/Pages/FiscalandADministrativeGuidelinesManual.aspx>

NEOPB Program Letters and any revisions

<http://www.cdph.ca.gov/programs/cpns/Pages/ProgramLetters.aspx>

United States Department of Agriculture, Supplemental Nutrition Assistance Program Education (SNAP-Ed) Plan Guidance

<http://snap.nal.usda.gov/snap/Guidance/FinalFY2015SNAP-EdGuidance.pdf>

VII. Terms and Conditions.

1. Hold Harmless/Indemnification.

Each party agrees to indemnify, defend, and hold harmless the other party and its officers, directors, trustees, employees, agents (together "Employees and Agents") from any claim, liability or loss, including reasonable attorneys' fees arising out of or resulting from the acts or omissions of the indemnifying party or any of its Employees or Agents in connection with this Agreement, excepting only loss, injury or damage caused by the sole negligence of willful misconduct of the non-indemnifying party's Employees and Agents. Each party shall notify the other party immediately in writing of any claim of injury or damage related to activities performed pursuant to this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities of this Agreement, provided that nothing shall require either party to disclose any documents, records or communications that are protected under the peer review privilege, the attorney-client privilege or the attorney work-product privilege. The provisions of this section shall survive the termination of this Agreement.

2. Liability Insurance.

Without limiting or diminishing the REACH OUT'S obligation to indemnify or hold the COUNTY harmless, REACH OUT shall procure and maintain or cause to be maintained,

at its sole cost and expense, the following insurance coverage's during the term of this Agreement:

- a. **Workers' Compensation:**
If the REACH OUT has employees as defined by the State of California, the REACH OUT shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than one million dollars \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside, and, if applicable, to provide a Borrowed Servant/Alternate Employer Endorsement.
- b. **Commercial General Liability:**
Commercial General Liability insurance coverage, including but not limited to, premises liability, contractual liability, products and completed operations liability, personal and advertising injury covering claims which may arise from or out of REACH OUT'S performance of its obligations hereunder. Policy shall name all Agencies, REACH OUTs, Special REACH OUTs, and Departments of the COUNTY of Riverside, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insured's. Policy's limit of liability shall not be less than one million dollars \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.
- c. **Vehicle Liability:**
If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then REACH OUT shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than one million dollars \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the County of Riverside, its Agencies, REACH OUTs, Special REACH OUTs, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insured's.
- d. **General Insurance Provisions - All lines:**
 - 1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.
 - 2) The REACH OUT must declare its insurance self-insured retentions. If such self-insured retentions exceed five hundred, thousand \$500,000 per

- occurrence such retentions shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, REACH OUT'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.
- 3) REACH OUT shall cause REACH OUT'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, or 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. *REACH OUT shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsement or policy of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.*
 - 4) It is understood and agreed to by the parties hereto and the insurance company(s), that the Certificate(s) of insurance and policies shall so covenant and shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.
 - 5) The COUNTY'S Reserved Rights –Insurance. If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work (such as the use of aircraft or watercraft) the COUNTY reserves the right to adjust the type of insurance required herein, if; in the COUNTY Risk Manager's reasonable judgment the amount or type of insurance carried by the REACH OUT has become inadequate
 - 6) REACH OUT shall pass down the insurance obligations contained

herein to all tiers of subcontractors working under this Agreement.

- 7) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.

3. License.

- a. REACH OUT shall, through the term of this Agreement, maintain all licenses necessary for the provision of the services hereunder and required by the laws and regulations of the United States, the State of California, County of Riverside, and all other governmental agencies. REACH OUT shall notify COUNTY immediately, in writing, of inability to obtain or maintain such license. Said inability shall be cause for termination of this Agreement.
- b. REACH OUT shall ensure that REACH OUT'S employees, agents and other REACH OUT'S performing services under the terms of this Agreement are in compliance with all relative licensing requirements. REACH OUT hereby agrees to notify COUNTY immediately, in writing, of inability of REACH OUT or any of REACH OUT'S employees, agents and other REACH OUT'S, to obtain or maintain such license(s). Said inability shall be cause for termination of this Agreement.
- c. A copy of each such license, permit, approval, waiver, exemption, registration, accreditation, and certificate shall be provided to COUNTY.

4. Nondiscrimination and Eligibility.

REACH OUT shall not discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel, on the basis of ethnic group identification, race, color, creed, ancestry, religion, national origin, physical handicap, medical condition, or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of California Fair Employment and Housing Act (Gov. Code 12900 et. Seq.), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. §1210 et. Seq.) and all other applicable laws or regulations.

5. Conflict of Interest.

REACH OUT and REACH OUT'S employees shall have no interest, and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Agreement

VIII. Special Terms and Conditions.

COUNTY and REACH OUT shall follow all relevant and applicable regulations as specified in the CDPH "Special Terms and Conditions", also known as Exhibit D(F), attached hereto as Attachment 1. These may include, but are not limited to:

1. Travel and Per Diem Reimbursement – unless otherwise specified, Party A and Party B will be reimbursed for travel and per diem expenses at rates established by the California Department of Personnel Administration.

2. Subcontract Requirements – Not Applicable.
3. Lobbying Restrictions – for contracts and subcontracts that equal or exceed \$100,000 in Federal Share.
4. Intellectual Property Rights – except where CDPH has agreed in a signed writing to accept a license, CDPH shall be and remain without additional compensation, the sole owner of any and all rights, title and interest in all Intellectual Property which result directly or indirectly from this Agreement.

IX. Funding.

1. Federal Share SNAP-Ed funding shall not be used to supplant existing nutrition education funds or activities during the term of the contract.
2. REACH OUT shall provide Federal Share budget documentation as requested by USDA, CDSS, CDPH or COUNTY.
3. Program activities shall not supplant existing nutrition education programs, and where operating in conjunction with existing programs, enhance and supplement them.
4. Funding for each federal fiscal year is subject to approval by USDA. If full funding does not become available, CDPH will amend, reduce or cancel the resulting agreement. Continuation of services beyond the first fiscal year is subject to COUNTY and REACH OUT continued successful performance.

X. Modification and Termination.

1. This agreement may be cancelled or terminated without cause by either party by giving (30) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements.
2. Any and all amendments must be made in writing and must be agreed to and executed by the parties before becoming effective.
3. It is mutually agreed that if the Federal Budget of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State and COUNTY shall have no liability to pay any funds whatsoever to REACH OUT; and REACH OUT shall not be obligated to perform any provisions of this Agreement for which they are not reimbursed.
4. If funding for any fiscal year is reduced or deleted by the Federal Budget for purposes of this program, the State and COUNTY shall have the option to either cancel this

Agreement with no liability occurring to the State or COUNTY, or offer an agreement amendment to REACH OUT to reflect the reduced agreement.

XI. Notices.

Any notices required to be given under this agreement shall be given by regular mail, postage prepaid, addressed as follows:

COUNTY:

Riverside County Department of Public Health
Procurement and Logistics
4065 County Circle Drive
Riverside, California 92503

REACH OUT:

Reach Out
1126 W. Foothill Blvd. Suite 250
Upland, CA 91786

and a copy to:

Riverside County Department of Public Health
Nutrition Services Branch
4210 Riverwalk Parkway, Suite #400
Riverside, California 92505

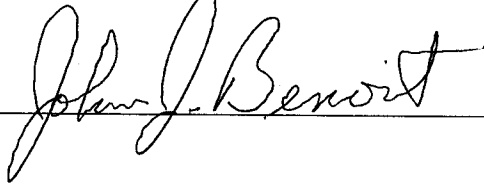
Or to such other address (es) as the Parties may hereafter designate.

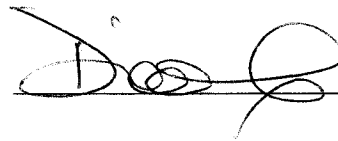
XII. Effective Date and Signature.

This agreement shall be effective upon the signature of COUNTY and REACH OUT authorized officials. It shall be in force from October 1, 2016 to September 30, 2019. COUNTY and REACH OUT indicate agreement with their signatures.

COUNTY

REACH OUT





John J. Benoit, Chairman of the Board of Supervisors

Print Name

Diana Fox

Print Name

OCT 25 2016


Date

9/14/16

Date

ATTEST:

By 
Kecia Harper-Ihem, Clerk

FORWARDED TO COUNTY COUNSEL
BY:  9/27/16
REALTORS DATE



**Riverside
University
HEALTH SYSTEM**
Public Health

Riverside County

FFY17-FFY19 Nutrition Education and Obesity Prevention (NEOP) grant

Integrated Work Plan

Reach Out

This material was produced by the California Department of Public Health's Nutrition Education and Obesity Prevention Branch with funding from USDA SNAP-Ed, known in California as CalFresh. These institutions are equal opportunity providers and employers. CalFresh provides assistance to low-income households and can help buy nutritious food for better health. For CalFresh information, call 1-877-847-3663. For important nutrition information, visit www.CaChampionsForChange.net.

Subcontracting SNAP-Ed / NEOP FFY17-19 Funds

Objective

Award NEOP funding to local communities to work with CalFresh participants and those eligible for CalFresh to improve the nutrition related environment in their communities.

Goal:

By FFY19, NEOP funded cities and communities will have implemented Policy, Systems and Environmental Changes within their communities to build sustainability of healthy eating active living norms.

NEOP Objectives

1. Increase Consumption and Access to Healthy Foods - Fruits and Vegetables
2. Increase Consumption and Access to Healthy Beverages and Reduced Consumption of Unhealthy Beverages
3. Increase Physical Activity (PA) and Reduce Sedentary Behavior
4. Implement Environmental Supports for Nutrition Education (Policy, Systems and Environmental Changes - PSE)



Reach Out

(to serve Jurupa Valley community)

Total Population 98,842

**% Population ($\leq 185\%$ FPL)
(low income)**

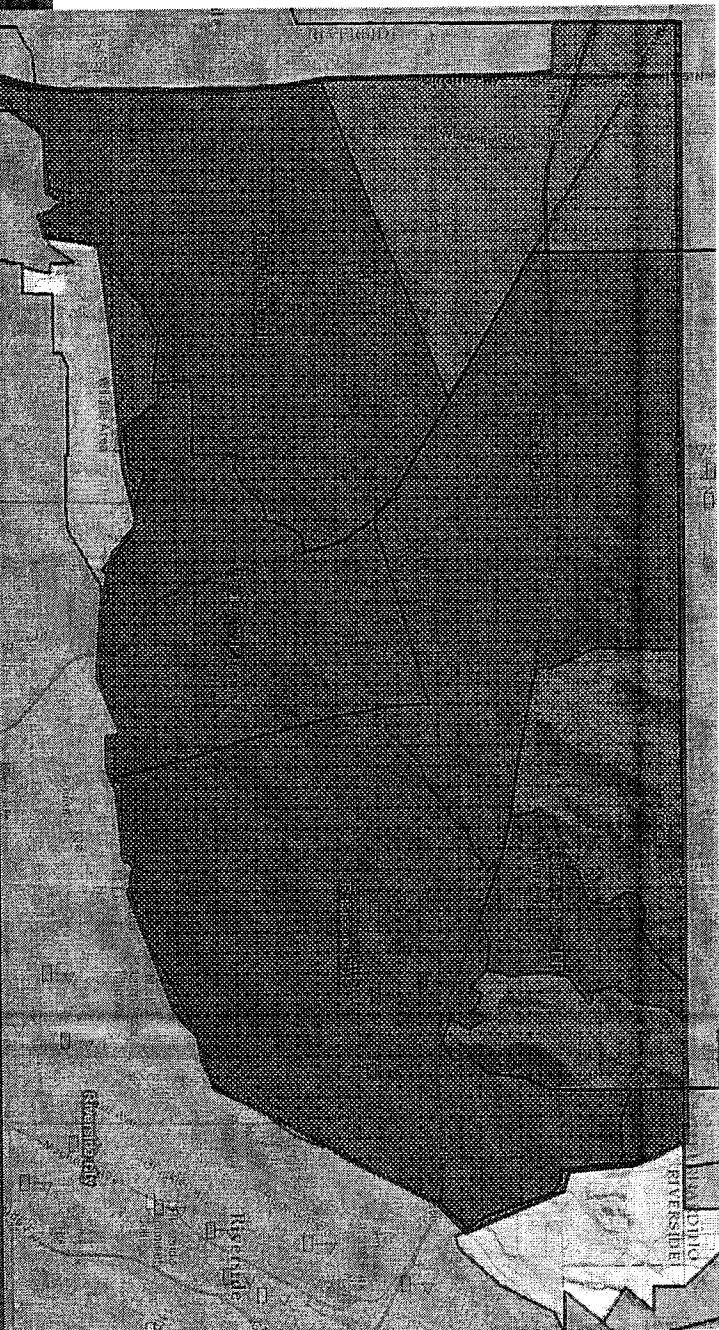
**15,617
(15.8%)**

SNAP-Eligible Schools

**JUSD 23/25
23 schools
(14,865)**

Data Sources: 2014 US Census Information, 2009-2013 American Communities Survey, California Department of Education- FRPM data

Map of City Boundary (Pink) and Schools (Flags)

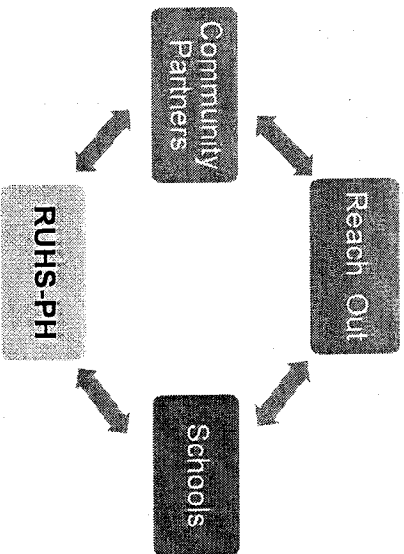


Continuing the Local movement towards Healthier Communities and Schools through Policy, Systems and Environmental Change

Reach Out continues to show

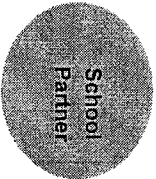
- Interest in Healthy Eating Active Living
- Ability to build capacity in low income neighborhoods

Reach Out continues to partner with community based organizations and schools in healthy behavior change



Working Together for Healthy Families

Reach Out
Coordinator



3-year NEOP Funding Opportunity

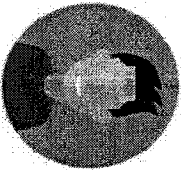
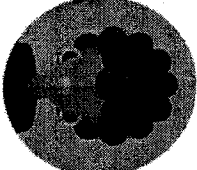
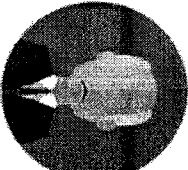
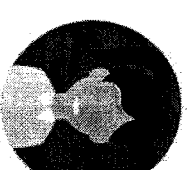
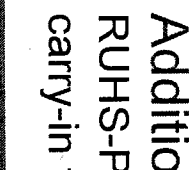
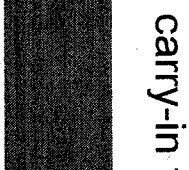
Community Based Partner	FFY16/17	FFY17/18	FFY18/19	TOTAL
Reach Out	\$200,000	\$180,000	\$160,000	\$540,000.00

NEOP funds are targeted towards CalFresh eligible residents in the Jurupa Valley community. Annual amounts may be higher if RUHS-PH receives carry-in funds. Amount of carry-in funds, if any, is not known at this time.

(Funds contingent upon federal funds awarded to RUHS-PH.)



Funding levels based on various factors:

-  • # and % of school free and reduced price meals
-  • # and % of low-income residents
-  • Presence of SNAP-Ed services from other agencies
-  • Dashboard data (Spending history)
-  • Activity Tracking Form (ATF) reports
-  • Declines in Federal SNAP-Ed funding

Additional subcontracting funds may be available each contract year, if: RUHS-PH spends out the majority of their annual allocation, making them eligible for carry-in funds estimated between 3-8%, if available.

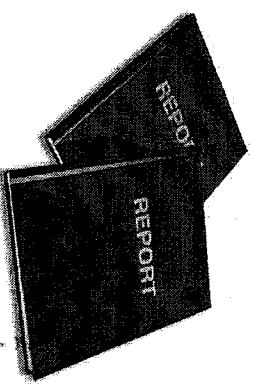
Reach Out NEOP Funding Requirements

- No subcontracting of funds allowed.
- Reach Out must partner with Jurupa Unified School District (JUSD) to provide services to eligible schools within the district to reach students and their families with nutrition education and physical activity promotion, primarily through direct education.
- Reach Out is expected to work closely with JUSD on a PSE category and will meet with JUSD and LHD staff to document PSE work.
- Must monitor their monthly dashboards to ensure they are on track in expensing out at least 90% of their total funding allocation.

NEOP Subcontractor Reporting Requirements

Annually, Reach Out will be required to submit the following:

- Semi-Annual Progress Reports * (Due early April, date TBD)
 - Annual Progress Report (Due early October, date TBD)
 - Online Activity Tracking Form (ATF)
(Updated monthly, by the 7th of each month for previous month's activities)
 - Impact/Outcome Evaluation (IOE) Project
 - IOE Plan (Due early July, date TBD)
 - Final IOE Report (Due early July, date TBD)
 - Policy, System, and Environmental (PSE) Evaluation Reporting (Quarterly)
 - Reach Out will assist Jurupa Unified School District with their Policy, System, and Environmental (PSE) Evaluation Reporting efforts.
 - Invoices (Due monthly, by the 25th of each month for the previous month's expenditures.) September invoice may be due earlier than the 25th, date TBD.
- * Previously progress reports were required quarterly.



Reach Out's Responsibilities

- Must comply with all NEOPB and USDA rules, regulations and grant exhibits.
- Must respond to RUHS-PH request for information and provide all requested documentation.
- Must complete and submit timely reports and invoices.
- Must prepare for any RUHS-PH, NEOPB and/or USDA site visits, as requested.
- Required to demonstrate compliance with Federal Civil Rights requirements and Non-Disparagement Certification.
- Must follow record retention requirements pertaining to the grant for a minimum of three years after the end of the grant term in case of a State or Federal review/audit.

SNAP-Ed NEOP Guidance



All interventions and activities funded through the NEOP grant must conform to the guidelines set forth in the USDA Supplemental Nutrition Assistance Program Plan Guidance requirements.



NEOP Portfolio Settings

CORE & SECONDARY SETTINGS				COMPLIMENTARY SETTINGS ONLY (Work should be done in places that support/target same population as Core Settings)		
	LIVE [Public shelters, places of worship, community organizations, services (or other community or neighborhood settings where people live)]	LEARN [Child care, head start, early care and education, schools, after-school]	SHOP [Farmers markets, grocery stores, food retailers, food pantries, stores (or other places where people "shop" for food)]	WORK [Worksites with low-wage workers, job training programs, TANF worksites (or other places where people go to "work")]	PLAY [Parks and recreation, YMCA, county fairs, Boys and Girls clubs, bicycle and walking paths (or other places where people go to "play")]	EAT [Restaurants, mobile vending/food trucks, congregated meal sites (or other places where people primarily go to "eat")]
Portfolio 1						
Portfolio 2						
Portfolio 3						
Portfolio 4						

Intended Audience:

- Learn 2A: Age 0-5 years
- Learn 2B: Age 6-17 years

Integrated Work Plan (Activity / Portfolio / Reach)

Activity	Portfolio	Minimum Reach (SNAP-Ed eligible)
Direct Education (Classes) <ul style="list-style-type: none"> Nutrition Education and Physical Activity Promotion classes 	Learn 2B, Live	FFY17: 2,000 FFY18: 1,800 FFY19: 1,600
Indirect Education <ul style="list-style-type: none"> a) Events b) Posters and Brochures 	Learn 2B, Live	a) Events (Reach 2,000/ year) (Estimate ~ 10 events / year) b) Posters and Brochures (Reach 5,000 / year)
Impact / Outcome Evaluation (IOE) project <ul style="list-style-type: none"> Intervention with Control group (Increase rigor annually) NEOP approved material used in the IOE project must be mutually agreed upon between Reach Out and RUHS-PH	Learn 2B	One Youth IOE project annually FFY17: Match 50 surveys FFY18: Match 75 surveys FFY19: Match 100 surveys
Resident Engagement Project (Youth or Adult) <ul style="list-style-type: none"> Identify School and/or Community "Champions" 	Live, Learn 2B	FFY 17 (1 project) FFY18 & FFY19 (not applicable) Identify at least one "Champion" annually.



CHAMPIONS
FOR CHANGE™

Integrated Work Plan (Activity / Portfolio / Reach)

Activity	Portfolio	Minimum Reach (SNAP-Ed eligible)
<p>Policy, Systems and Environmental (PSE) Change</p> <ul style="list-style-type: none"> Assist JUSD with PSE Evaluation Reporting 	Learn 2B	Not Applicable
<p>Public Relations / Social Media Efforts</p> <p>Promote NEOP activities and events being offered in the community and schools</p> <ul style="list-style-type: none"> Notify eligible individuals to the maximum extent possible of the availability of SNAP-Ed activities in their local community and schools. 	Live, Learn 2B, Play	<p>No expected reach numbers.</p> <p>Document PR and notification efforts on ATF.</p>
<p>Participate in Collaborative Meetings</p> <p>Such as County Nutrition Action Plan, Riverside County Health Coalition, Healthy Jurupa Valley Collaborative, Local School Wellness Committee meetings, etc.</p>	Live, Learn 2B	<p>Attend CNAP and Riverside County Health Coalition meetings</p>

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

EXHIBIT A

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SECTION A: OVERVIEW

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

	California Department of Social Services: CDSS: (County Welfare Departments: CWD)
X	University of California: UC CalFresh UCCE: UC Cooperative Extension: UC CalFresh (UCCE)
X	California Department of Public Health: CDPH: County of Riverside, Department of Public Health (DOPH) <i>(Local Health Department [LHD] subcontractor: Reach Out)</i>
X	California Department of Aging: CDA: County of Riverside, Office on Aging PSA21 (AAA)
X	Catholic Charities of California: CCC: Catholic Charities of San Bernardino & Riverside Counties (CCC)

2. State Level Goals and Objectives

Overall State Level Goal and Focus

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

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

Behavioral Outcomes

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

- **Objective 1a:** Annually improve the dietary quality of meals and snacks consumed by the SNAP-Ed eligible population consistent with the current *Dietary Guidelines for Americans*.
- **Objective 1b:** Annually increase consumption of fruits and vegetables among the SNAP-Ed eligible population.
- **Objective 1c:** Annually decrease consumption of added sugar from food and beverages among the SNAP-Ed eligible population.

Goal 2: Increase Physical Activity

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

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Goal 3: Improve Food Resource Management

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

Physical & Social Environment Outcomes

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

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

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

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

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

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

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

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

3. Jurisdiction Description

Intentionally omitted, for the complete jurisdiction description, refer to County of Riverside Department of Public Health Integrated Work Plan.

4. Community Assessment

Intentionally omitted, for the complete community assessment, refer to County of Riverside Department of Public Health Integrated Work Plan.

5. Community Change Goals

Intentionally omitted, for the complete community change goals, refer to County of Riverside Department of Public Health Integrated Work Plan.

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

Intentionally omitted, for the complete partnerships and collaborative efforts, refer to County of Riverside Department of Public Health Integrated Work Plan.

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7. Key Messages (X all that apply).

Intentionally omitted, for complete key messages, refer to County of Riverside Department of Public Health Integrated Work Plan.

8. Educational Materials, Resources and Curriculum

All educational materials, resources and curriculum selected for Riverside County's FFY17-FFY19 work plan come from the California SNAP-Ed Integrated Curricula List and/or the SNAP-Ed Strategies and Interventions: An Obesity Prevention Toolkit for States, available at: <https://snaped.fns.usda.gov/snap/SNAP-EdInterventionsToolkit.pdf>.

9. Intervention and Evaluation Plan Narrative Summary

Intentionally omitted, for the complete intervention and evaluation plan narrative summary, refer to County of Riverside Department of Public Health Integrated Work Plan.

Intervention Summary

Just as in FFY16, LHD will continue to subcontract funds to four targeted communities: Riverside (City of Riverside), Perris (City of Perris), Jurupa Valley (Reach Out and Jurupa Unified School District [JUSD]) and Desert Hot Springs (Desert Healthcare District) for FFY17-FFY19. Together, the four Local Implementing Agencies (LIAs) and LHD subcontractors will collaborate to deliver evidenced-based obesity prevention programs and identify policy, systems and environmental (PSE) change strategies utilizing multi-level interventions and public health approaches.

Over the next three years, the four LIA partners and subcontractors will address four local objectives. Each of these local objectives will focus on an environmental setting (LIVE, LEARN, SHOP, PLAY and EAT) and together will have a broader reach of children, adults and seniors. Interventions will include nutrition education, both direct and indirect, and support PSE strategies to be more effective in addressing obesity in the county's SNAP-Ed population. The information gathered in the jurisdiction description assisted the LIA partners in identifying which communities within the county had the greatest need for concentrated interventions. Areas of the county identified as "poverty pockets" are the primary focus. Poverty pockets are defined as cities with higher percentages of people living below poverty level, compared to the county average of 16.9%. We will coordinate activities to complement each other if we serve the same areas so there is no overlap.

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Objective 1 (LIVE, PLAY, EAT)

LIAs will be addressing interventions conducted where people **Live, Play and Eat**. Together, the four SNAP-Ed funded agencies will collaborate to address the needs of SNAP-Ed individuals in seven qualifying communities to promote healthy food and beverage strategies, increase skills and attitudes towards healthy eating, active living, and resource management. Year 1 will focus on building partnerships to support the interventions in five qualifying communities, and then in year 2 we will continue collaborating and building partnerships and add an additional community and then do the same in year 3, for a total of seven communities by 2019. Objective 1 will allow us to work with SNAP-Ed individuals of all ages; LHD and UCCE will reach children, youth and adults through parks, community centers, youth centers, and/or faith based organizations and CCC and AAA will reach adults and seniors participating in community centers, congregate meal sites and faith based organizations. UCCE is currently working with the Torres Martinez Indian Reservation (Thermal/Salton City area) to provide direct and indirect education to youth and adults. They will continue to build on this relationship in the next three years. In FFY16, LHD made a connection with the Morongo Band of Mission Indians (Banning/Cabazon area) and had the opportunity to participate in an event on the reservation. In FFY17, we hope to build this partnership and provide direct and indirect education over the next three years.

All LIAs and the LHD subcontractors will conduct direct education using a combination of single session and class series, workshops and spotlight education, as appropriate. From past experience, we found that not every participant is at the same stage of change and a brief 15-minute educational session (spotlight) could be effective in delivering a focused message. When possible, indirect education in the form of posters, videos, brochures and online resources/social media will be used to reinforce the messages SNAP-Ed individuals received through direct education. We plan to use different PSE strategies to complement direct and indirect education including a community garden, sharing of model healthy food and beverage standards and hydration stations to increase access to water, and create awareness and facilitate opportunities for physical activity through the use of stencils, bingoize and physical activity classes

LHD plans to identify "Community Champions" such as residents, physicians, community based partners or stakeholders who can advocate for healthy changes in these same seven communities. LHD will utilize the champions to be guest speakers at NEOPB signature events, such as Latino Health Awareness Month, Black Health Awareness Month or Food Day events. Through the advocacy of "Community Champions" LHD hopes to inspire and empower others in the community to make healthy changes, just as the champions did themselves.

LHD subcontractors will build on the successes from FFY15 and FFY16 and continue to leverage funding from community partners. The City of Riverside, a LHD funded subcontractor, has been successful in leveraging outside funding through the Kaiser Permanente HEAL Zone grant to advance PSE work in two CX³ neighborhoods by installing outdoor fitness equipment at Bordwell and Lincoln Parks and a preschool playground at Bobby Bonds Park. The city also capitalized the momentum of the Healthy Food and Beverage policy that first started in youth programs, leading to the city council adopting a city-wide vending and procurement policy.

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The City of Perris, another LHD funded subcontractor, worked with the Safe Routes to School program in Riverside County to apply for the Active Transportation Program grant and was awarded infrastructure funds for street improvements near schools in the CX³ neighborhood for enhanced walkability. Most recently, City of Perris and Eastern Municipal Water District have partnered on a "Perris Green City Farm program" which will feature a learning garden to teach residents low-cost gardening concepts. LHD will be collaborating with the program to provide nutrition education along with a UC Cooperative Extension Master Gardener. UC CalFresh has been partnering with the Community Settlement Association (CSA) to revitalize and expand their community garden to grow produce for families at the CSA food pantry. This project has received funding from the Kaiser Permanente HEALZone grant through Riverside Community Health Foundation to expand the garden. UC CalFresh will be leading this project with a team of Master Gardeners in the next three years. UC CalFresh has also been working with youth centers including the Boys and Girls Clubs and Youth Opportunity Centers. They plan to introduce a garden component at three sites by 2019. Office on Aging will continue to implement a "Bingocize" train-the-trainer model, to promote physical activity in the senior population at congregated meal sites. Catholic Charities will continue to engage residents in the development of community gardens and encourage families to use their CalFresh benefits to purchase seeds to start up their home gardens.

Objective 2 (LEARN K-12)

LHD and subcontractors along with UCCE will work collaboratively to provide interventions in the **Learn (K-12)** setting. UCCE plans to work with the following school districts: Coachella Valley Unified, Alword Unified (Riverside area), Val Verde (Perris and Moreno Valley areas) Unified, Banning Unified and Palm Springs Unified. UCCE's focus will be on Coachella and Alword since they have been building a strong relationship at the district level over the years. LHD and subcontractors plan to work with the following school districts: Desert Sands Unified, Riverside Unified, Jurupa Unified, Palm Springs Unified, San Jacinto Unified, Alword Unified, Moreno Valley Unified, Perris Elementary, Perris Union High, Banning Unified and Val Verde Unified. To meet the needs of the school districts, LHD and UCCE will work together to ensure that elementary, middle and high schools in those districts receive interventions without overlapping services. For example, at Alword, Banning and Val Verde Unified, UCCE will focus on middle and high schools, while LHD will focus on elementary schools.

The LHD, their subcontractors and UCCE will conduct direct education using a combination of single session and class series, as appropriate for the grade level. Both agencies will participate in school events, such as Open House, Back-to-School, Walk to School Day and Wellness Day events to provide indirect education. LHD will leverage the Safe Routes to School program in Riverside County and encourage the schools that are receiving SNAP-Ed interventions to participate in the Walk to School Day events to encourage physical activity. Schools will also be provided with additional indirect education through the display of posters and/or murals with healthy eating and active living messages to once again reinforce direct education messages.

PSE efforts have been enhanced through the efforts of LHD subcontractors by seeking external funding to support the NEOPB initiatives in schools. Alword Unified has been recognized by the Alliance for a Healthier Generation for their programming, training and policy work towards

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active, healthy schools and have been awarded funds to build on PSE efforts in the future. Jurupa Unified is frequently in pursuit of additional funding sources to supplement fitness opportunities for students (such as 100 Mile Club, soccer intramurals, elementary school tracks and soccer goals) as well as partnering for school food pantries, school-based health centers, and stipends for wellness leaders on campus. Desert Healthcare District has established an innovative collective impact project, providing swim lessons and nutrition education to third graders across Palm Springs Unified, with the investment and backing of several key community partners. Riverside Unified continues to grow the number of elementary school sites hosting "Kids Produce Market" (a monthly food distribution for students attending specific low-income schools), in cooperation with Feeding America. City of Perris has contributed to a successful grant application for Safe Routes to School infrastructure funds to improve walkability at a local school. UCCE/UC CalFresh has been working on school garden projects and has started Smarter Lunchrooms Movement (SLM) with two schools in Coachella Valley Unified as well as helped them secure the USDA Team Nutrition SLM grant. In the next 3 years, UC CalFresh plans to pilot Shaping Healthy Choices Program, one school per year. The Shaping Healthy Choices Program, from UC Davis Center for Nutrition in Schools, is a multi-component, school-based intervention that was developed to improve children's health. The program integrates nutrition education with school wellness policy and other PSE components to sustain positive student health outcomes.

As the LHD and subcontractors implement SNAP-Ed activities, they will identify "School Champions" such as students, parents, faculty or counselors who advocate for healthy change in their schools. These "School Champions" will be invited to take a leadership role for school events like Walk to School Day and Wellness Days to empower others to make healthy changes. With each passing year, UCCE, LHD and subcontractors will continue providing direct education, with greater emphasis on integrating more into PSE strategies. We will work with the targeted school districts to take the comprehensive school health approach to the next level as much as possible. In 2017, LHD and UCCE will begin the planning and coordination phase for school gardens, SLM, Access to Water, and stencils. By 2018, both LIAs will establish or revitalize 5 school gardens, 4 SLM sites, 3 Access to Water sites, and 3 stencil sites. In 2019, LHD and UCCE will support the existing sites and in addition will add 5 school gardens, 4 SLM sites, 3 Access to Water sites and 4 stencil sites. Both LHD and UCCE plan to promote physical activity and active recess, including CATCH/SPARK activities, facilitate the painting of murals or playground stencils, and advocate for healthy food and beverages and water access at school sites.

Objective 3 (LEARN PreK)

Intentionally omitted, not applicable to Reach Out.

Objective 4 (SHOP)

UCCE, CCC and LHD and their subcontractors will work collaboratively to provide interventions where SNAP-Ed families **Shop**. CCC and UCCE will provide direct education through classes and spotlight education at food pantries and/or emergency food sites. Indirect education will be provided by LHD, UCCE and CCC, through distribution of posters, brochures and online resources/social media, Harvest of the Month handouts

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and recipe cards to promote awareness of food assistance programs and tips for storage and preparation of food pantry items. LHD will identify retail grocery stores in the "poverty pocket" cities and small markets in the Eastside/Riverside CX² neighborhood. Through retail merchandising materials and healthy retail strategies, LHD will increase fruit and vegetable awareness, including common marketing tactics of improving display, pricing, variety and quality. Retail partners, such as Cardenas and Rio Ranch Markets, are energetic partners in hosting store tours, Fruit and Veggie Fest events and have a strong potential for comprehensive PSE work to connect directly with residents as they shop.

Moreover, all four LIAs plan to collaborate with Feeding America to encourage healthy food access at food pantries in the "poverty pocket" areas, and coordinate with partners to bring attention and potential funding to areas with limited options for dependable emergency food, and to offer supplementary programs and services when appropriate. Jurupa, Alvard and Riverside Unified school districts have been successful at food distribution to students and families, meeting the needs of food insecurity in a forum that can provide education and environmental supports. School food pantries or distribution events can provide a meaningful link to healthy food access, bridging the gap between shop and learn objectives. In 2017, LHD, UCCE and CCC will assess, plan and coordinate healthy retail and emergency food PSE efforts. By 2018, at least 10 retail stores will adopt healthy signage, at least 1 store will implement a healthy checkout aisle and 2 food pantries will adopt a PSE change. In 2019, the three LIAs will continue supporting the existing sites, 2 additional retail sites will implement a healthy checkout aisle and 3 additional food pantries will adopt a PSE change. Our goal in the next three years is to provide food pantry volunteers and facilities with technical assistance and support to prioritize healthy eating within the emergency food system, including nutrition education and helpful information to complement the needs and build the resource management skills of families receiving food.

With the interventions outlined above in the four local objectives in various settings (Live, Eat, Play, Learn, and Shop), all four LIA partners will reach all age groups of the SNAP-Ed eligible population using the three approaches: direct and indirect nutrition education, PSE change, and media and communications. During this three year period, we will form partnerships, provide training, engage communities, seek local champions and leverage funds to contribute towards physical and social environment outcomes and behavioral outcomes in the California SNAP-Ed Theory of Change Model.

Evaluation Narrative Summary

Intentionally omitted, for the complete evaluation narrative summary, refer to County of Riverside Department of Public Health Integrated Work Plan.

SECTION B: Target Audience Description

The target population is SNAP-Ed participants and those eligible up to 185% Federal Poverty Level. For the complete target audience description, refer to County of Riverside Department of Public Health Integrated Work Plan.

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SECTION C: INTERVENTION PLAN**I. Three-Year SNAP-Ed Local Objective #1 (FFY 2017–FFY 2019):**

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

By September 30, 2019, Reach Out will work with the Jurupa Valley SNAP-Ed qualifying community to make changes to the physical environment and/or policies to support improved nutrition and physical activity behaviors among residents. (LIVE, PLAY & EAT)

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

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

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

- Healthy Food and Beverage Standards
- Community Gardens
- Access to Water
- Environmental Support to Promote Physical Activity / Stencils
- Signage and Marketing of Food and Nutrition Assistance Program

EXHIBIT A

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Activity Number	Activity Description	Intervention Categories*	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																														
1.1	Establish and maintain communication with community partners and stakeholders to provide linkages and coordination of efforts to address food security, healthy eating, active living and awareness of and participation in food assistance programs: such as coalition meetings, County Nutrition Action Plan, Riverside County Health Coalition, Healthy Jurupa Valley Community Collaborative, Jurupa Valley Collaborative, etc.	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPR</td></tr> <tr><td>X</td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI		MPR	X	C&C		TTA	<p><i>Check all that apply</i></p> <table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Submit: ATF, meeting agenda/notes, emails
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1.2	Conduct direct nutrition education classes (includes single class and series) in the Jurupa Valley community to reach SNAP-Ed individuals at community centers, youth centers, FQHC, faith-based organizations, and/or parks using SNAP-Ed approved materials. <ul style="list-style-type: none"> Year 1 - reach at least 2,000 individuals Year 2 - reach at least 1,800 individuals Year 3 - reach at least 1,600 individuals <p>All direct education from Activities 1.2 and 2.2 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td>X</td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>	X	CED		CEI		MPR		C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Submit: ATF, sign-in sheet, class flyer, data cards
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1.3	Conduct indirect nutrition education activities through events in the Jurupa Valley community to reach SNAP-Ed individuals at community centers, youth centers, FQHC, faith-based organizations, and/or parks using SNAP-Ed approved materials. <ul style="list-style-type: none"> Annually, reach at least 2,000 SNAP-Ed individuals. <p>All indirect education from Activities 1.3, 2.3 and 4.3 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td>X</td><td>MPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI	X	MPR		C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	Submit: ATF, event flyer, community event summary
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EXHIBIT A

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017-2019

Reach Out
#16-122

<p>1.4</p> <p>Provide posters, videos, and/or brochures in the Jurupa Valley community to reach SNAP-Ed individuals at community centers, youth centers, FQHC, faith-based organizations, and/or parks using SNAP-Ed approved materials.</p> <ul style="list-style-type: none"> Annually, reach at least 5,000 SNAP-Ed individuals. <p>Includes notification of SNAP-Ed classes and events and promotion of Food and Nutrition Assistance Programs.</p> <p>All indirect education from Activities 1.4 and 2.4 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td>X</td><td>CEI</td></tr> <tr><td></td><td>MPPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED	X	CEI		MPPR		C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: ATF, Poster report form with photo</p>
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<p>1.5</p> <p>Utilize social media and website platforms and pursue local media and public relations efforts to support, NEOPB media campaign, community events, NEOP activities and/or increase awareness of SNAP-Ed programs in the Jurupa Valley community.</p> <p>Includes notification of SNAP-Ed classes and events and promotion of Food and Nutrition Assistance Programs.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td>X</td><td>CEI</td></tr> <tr><td>X</td><td>MPPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED	X	CEI	X	MPPR		C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: ATF, screen shot, press release/media article</p>
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<p>1.6</p> <p>Identify and involve community residents, physicians, partners and/or stakeholders as "Champions" who are empowered to advocate for healthy changes in their neighborhoods.</p> <ul style="list-style-type: none"> Annually, identify one community "champion". <p>Activities in 1.6 and 2.6 will be combined and count towards the required "champion."</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td>X</td><td>MPPR</td></tr> <tr><td>X</td><td>C&C</td></tr> <tr><td>X</td><td>TTA</td></tr> </table>		CED		CEI	X	MPPR	X	C&C	X	TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: Champion profile</p>
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

EXHIBIT A

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

**Reach Out
#16-122**

1.7	<p>Provide technical assistance and training on PSE efforts such as; Community Gardens, Healthy Food and Beverage Standards, Environmental Supports to promote Physical Activity (stencils and walkability), and/or Summer Feeding Programs at community sites.</p> <p>Community Garden - Establish and/or revitalize community gardens to encourage participants to grow their own food and/or increase consumption of locally grown food.</p> <p>Healthy Food and Beverage Standards/Access to Water – Support partners with model policies on vending, procurement and hydration stations to increase access to healthier options.</p> <p>Physical Activity - Create awareness and facilitate the use of stencils and CATCH/SPARK curriculum, as well as participation in physical activity classes, to increase active play.</p>	<table border="1"> <tr><td>CED</td></tr> <tr><td>CEI</td></tr> <tr><td>MPR</td></tr> <tr><td>C&C</td></tr> <tr><td>TTA</td></tr> </table>	CED	CEI	MPR	C&C	TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: ATF, training agenda / sign-in sheet, notes / email, PSE report</p>
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1.8	<p>Provide technical assistance and training on SNAP-Ed approved materials such as; Rethink Your Drink, Harvest of the Month, Physical Activity curriculums (CATCH/SPARK) PowerPlay, etc. for community partners.</p>	<table border="1"> <tr><td>CED</td></tr> <tr><td>CEI</td></tr> <tr><td>MPR</td></tr> <tr><td>C&C</td></tr> <tr><td>TTA</td></tr> </table>	CED	CEI	MPR	C&C	TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: ATF, agenda, sign-in sheet</p>
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1.9	<p>Coordinate youth and/or resident project in the Jurupa Valley community to increase awareness, knowledge, and attitudes about nutrition and physical activity related environmental factors and to empower communities to advocate for healthy changes. Present findings to community stakeholders. Projects may include Communities of Excellence – (CX³), photovoice, and Youth Participatory Action Research (YPAR).</p> <ul style="list-style-type: none"> Year 1 – one Community Engagement Project <p>(Youth and/or resident project may occur in a school or community setting.)</p>	<table border="1"> <tr><td>CED</td></tr> <tr><td>CEI</td></tr> <tr><td>MPR</td></tr> <tr><td>C&C</td></tr> <tr><td>TTA</td></tr> </table>	CED	CEI	MPR	C&C	TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td></td><td></td><td></td><td></td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td></td><td></td><td></td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4					Year 3				Q1	Q2	Q3	Q4					<p>Submit: ATF, sign-in sheet, community presentation / findings, photos</p>
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***Intervention Categories Legend**
CEI = Community/Nutrition and Physical Activity Education Direct; **CEI** = Community/Nutrition and Physical Activity Education Indirect; **MPR** = Media, Social Media, Public Relations and Messaging; **C&C** = Coordination and Collaboration; **TTA** = Training and Technical Assistance

****Time Frame: Year & Quarter:**

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

EXHIBIT A

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017-2019

Reach Out
#16-122

Evaluation Activities (FFY 2017 - FFY 2019)

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																								
E.1.1	Track and report all partner communication, direct and indirect education, social media, and training activities conducted in Activity 1.1, 1.2, 1.3, 1.4, 1.5 and 1.8.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <td colspan="4">Year 1</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 2</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 3</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other:</p>	X	EARS/ATF		PSE RE-AIM Report
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	PSE RE-AIM Report																																													
E.1.2	Summarize progress of PSE efforts; including Community Gardens, Healthy Food and Beverage Standards, Environmental Supports to promote Physical Activity (stencils and walkability), and/or Summer Feeding Program for Activity 1.7.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<table border="1"> <tr> <td colspan="4">Year 1</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 2</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 3</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td>X</td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other: Success story, photos</p>	X	EARS/ATF	X	PSE RE-AIM Report
Year 1																																														
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X	EARS/ATF																																													
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E.1.3	Provide technical assistance to NEOP funded staff, subcontractors, "Champions" and partners as requested, in addition to scheduled conference calls and/or in-person meeting, trainings, webinars, and observations to promote skill building, sharing of best practices, and advancement of obesity prevention efforts for Activity 1.2, 1.3, 1.6, 1.7, 1.8 and 1.9.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <td colspan="4">Year 1</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 2</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4">Year 3</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other:</p>	X	EARS/ATF		PSE RE-AIM Report
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SECTION C: INTERVENTION PLAN

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

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

By September 30, 2019, Reach Out will work with Jurupa Unified School District to make physical changes to support healthy school environments and improve nutrition and physical activity behaviors amongst students, parents and teachers. (LEARN K-12)

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

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

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

- School Gardens
- School Wellness Policies
- Smarter Lunchrooms Movement
- Access to Water
- Environmental Support to Promote Physical Activity / Safe Routes to School / Stencils
- Signage and Marketing of Food and Nutrition Assistance Programs

Activity Number	Activity Description	Intervention Categories*	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation

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<p>2.1</p> <p>Establish and maintain communication with CNAP partners, School Wellness Committees and community based partners to build capacity for policy, systems and environmental change efforts; such as School Wellness, Smarter Lunchrooms Movement, School Gardens, Safe Routes to School, Summer Feeding, Emergency Food and Access to Water, etc.</p> <p>May include access to water, healthy classroom celebrations and fundraisers, breakfast in the classroom and/or afterschool snacks.</p> <p>Provide school partners with information on food assistance programs to increase awareness and participation.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPP</td></tr> <tr><td>X</td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI		MPP	X	C&C		TTA	<table border="1"> <tr><th colspan="5">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1					Q1	Q2	Q3	Q4		X	X	X	X		Year 2					Q1	Q2	Q3	Q4		X	X	X	X		Year 3					Q1	Q2	Q3	Q4		X	X	X	X		<p>Submit: ATF, meeting agendas, notes, emails</p>
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<p>2.2</p> <p>Conduct direct nutrition education classes (includes single class and series) in at least eight schools to reach students and/or adults in K-12 schools and/or afterschool programs using SNAP-Ed approved materials.</p> <ul style="list-style-type: none"> See Activity 1.2 for annual reach. <p>Annually, Reach Out will conduct one youth Impact / Outcome Evaluation (IOE) project. See E2.4 for annual reach numbers.</p> <p>All direct education from Activities in 2.2 will be combined with Activity 1.2 and count towards the expected annual reach number.</p>	<table border="1"> <tr><td>X</td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPP</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>	X	CED		CEI		MPP		C&C		TTA	<table border="1"> <tr><th colspan="5">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1					Q1	Q2	Q3	Q4		X	X	X	X		Year 2					Q1	Q2	Q3	Q4		X	X	X	X		Year 3					Q1	Q2	Q3	Q4		X	X	X	X		<p>Submit: Sign-in sheet/student roster, data cards (adults), flyer, ATF, IOE evaluation report, and annual IOE plan</p>
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<p>2.3</p> <p>Conduct indirect nutrition education activities reaching students and/or adults through participation in school events: such as Open House, Back-to-School, Walk to School Day, Wellness Day events at K-12 schools using SNAP-Ed approved materials.</p> <ul style="list-style-type: none"> See Activity 1.3 for annual reach. <p>All indirect education from Activities 1.3, 2.3 and 4.3 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td>X</td><td>CEI</td></tr> <tr><td></td><td>MPP</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED	X	CEI		MPP		C&C		TTA	<table border="1"> <tr><th colspan="5">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="5">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td><td></td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1					Q1	Q2	Q3	Q4		X	X	X	X		Year 2					Q1	Q2	Q3	Q4		X	X	X	X		Year 3					Q1	Q2	Q3	Q4		X	X	X	X		<p>Submit: ATF, flyer, photos, community event summary</p>
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<p>2.4</p> <p>Annually, provide SNAP-Ed approved flyers, posters and/or brochures in at least eight K-12 schools and/or after school programs, to reach students with healthy eating and physical activity messages.</p> <ul style="list-style-type: none"> See Activity 1.4 for annual reach. <p>May include notification of SNAP-Ed classes and events and promotion of Food and Nutrition Assistance Programs; such as WIC, CalFresh, and/or Summer Meals.</p> <p>All indirect education from Activities 1.4 and 2.4 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td>X</td><td>CEI</td></tr> <tr><td>X</td><td>MPP</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED	X	CEI	X	MPP		C&C		TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X		Year 2				Q1	Q2	Q3	Q4	X	X	X		Year 3				Q1	Q2	Q3	Q4	X	X	X		<p>Submit: ATF, poster report form with photo</p>
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<p>2.5</p> <p>Utilize social media and website platforms to highlight local coverage and public relations efforts to support SNAP-Ed activities at K-12 schools.</p> <p>May include notification of SNAP-Ed classes and events and promotion of Food and Nutrition Assistance Programs; such as WIC, CalFresh, and/or Summer Meals.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td>X</td><td>MPP</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI	X	MPP		C&C		TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X		Year 2				Q1	Q2	Q3	Q4	X	X	X		Year 3				Q1	Q2	Q3	Q4	X	X	X		<p>Submit: ATF, social media screen shot, press release/media article</p>
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<p>2.6</p> <p>Identify and involve students, parents, caretakers, and/or school faculty as "Champions" who are committed to improving their school environment and promote nutrition and physical activity.</p> <p>Activities in 1.6 and 2.6 will be combined and count towards the required "champion."</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td>X</td><td>MPP</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI	X	MPP		C&C		TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X		Year 2				Q1	Q2	Q3	Q4	X	X	X		Year 3				Q1	Q2	Q3	Q4	X	X	X		<p>Submit: ATF, champion profile</p>
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2.7	<p>Provide technical assistance and training on SNAP-Ed approved materials such as: Rethink Your Drink, Harvest of the Month, Physical Activity curriculums and resources (Shape of Yoga, Power Cards, CATCH/SPARK, PowerPlay, Shaping Healthy Choices, etc. for cafeteria staff, teachers, and/or principals within Jurupa Unified School District.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td>X</td><td>TTA</td></tr> </table>		CED		CEI		MPR		C&C	X	TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<p>Submit: ATF, agenda, sign-in sheet</p>
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2.8	<p>Provide technical assistance and training to Jurupa Unified School District on PSE efforts such as: school gardens, Smarter Lunchrooms Movement (SLM), Access to Water, Environmental Supports to promote Physical Activity (stencils and walkability), Breakfast in the Classroom, School Wellness Policies and/or Summer Feeding Programs.</p> <ul style="list-style-type: none"> Annually, be working on at least one PSE effort in the Jurupa Unified School District. <p>School Garden – Establish and/or revitalize school gardens to introduce students and/or parents to home gardening.</p> <p>Smarter Lunchrooms Movement – Work with school sites to implement SLM strategies in the school cafeteria to encourage students' selection of healthy options.</p> <p>Access to Water - Support school sites with model policies and best practices on hydration stations or alternative options to increase access to water.</p> <p>Physical Activity – Create awareness and facilitate the use of stencils to increase active play at school sites.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td></td><td>MPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td>X</td><td>TTA</td></tr> </table>		CED		CEI		MPR		C&C	X	TTA	<table border="1"> <tr><th colspan="4">Year 1</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 2</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> <tr><th colspan="4">Year 3</th></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td></td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X		Year 2				Q1	Q2	Q3	Q4	X	X	X		Year 3				Q1	Q2	Q3	Q4	X	X	X		<p>Submit: ATF, agenda, sign-in sheet, photos, stencil check-out list, success story</p>
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Evaluation Activities (FFY 2017 - FFY 2019)

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																								
						X	EARS/ATF PSE RE-AIM Report																																							
E.2.1	Track and report all partner communication, direct and indirect education, social media, and training activities conducted in Activity 2.1, 2.2, 2.3, 2.4, 2.5, 2.7 and 2.8.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <th colspan="4">Year 1</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <th colspan="4">Year 2</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <th colspan="4">Year 3</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other:</p>	X	EARS/ATF		PSE RE-AIM Report
Year 1																																														
Q1	Q2	Q3	Q4																																											
X	X	X	X																																											
Year 2																																														
Q1	Q2	Q3	Q4																																											
X	X	X	X																																											
Year 3																																														
Q1	Q2	Q3	Q4																																											
X	X	X	X																																											
X	EARS/ATF																																													
	PSE RE-AIM Report																																													
E.2.2	Summarize progress of PSE efforts; including School Gardens, Smarter Lunchrooms Movement, Access to Water, Environmental Supports to promote Physical Activity (stencils and walkability), and/or Summer Feeding Programs for Activity 2.8.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<table border="1"> <tr> <th colspan="4">Year 1</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <th colspan="4">Year 2</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <th colspan="4">Year 3</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td></td> <td></td> <td></td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4				X	Year 2				Q1	Q2	Q3	Q4				X	Year 3				Q1	Q2	Q3	Q4				X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td>X</td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other: Success story, photos</p>	X	EARS/ATF	X	PSE RE-AIM Report
Year 1																																														
Q1	Q2	Q3	Q4																																											
			X																																											
Year 2																																														
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Q1	Q2	Q3	Q4																																											
			X																																											
X	EARS/ATF																																													
X	PSE RE-AIM Report																																													
E.2.3	Provide technical assistance to NEOP funded staff, subcontractors, school "Champions", and school partners as requested; such as conference calls and/or in-person meetings, trainings, webinars, and observations to promote skill building, sharing of best practices, and advancement of obesity prevention efforts for Activities 2.2, 2.3, 2.4, 2.6, and 2.7.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <th colspan="4">Year 1</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <th colspan="4">Year 2</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <th colspan="4">Year 3</th> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1"> <tr> <td>X</td> <td>EARS/ATF</td> </tr> <tr> <td></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other: Observation form</p>	X	EARS/ATF		PSE RE-AIM Report
Year 1																																														
Q1	Q2	Q3	Q4																																											
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Supplemental Nutrition Assistance Program Education (SNAP-Ed)

EXHIBIT A

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

**Reach Out
#16-122**

<p>E.2.4 Impact and Outcome Evaluation - Match a pre- and post-surveys for the class series included in the IOE project in Activity 2.2.</p> <ul style="list-style-type: none"> Year 1, match 50 intervention surveys and 50 control surveys Year 2, match 75 intervention surveys and 75 control surveys Year 3, match 100 intervention surveys and 100 control surveys 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<table border="1"> <tr> <td colspan="4"></td> <td align="center" colspan="4">Year 1</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4"></td> <td align="center" colspan="4">Year 2</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td colspan="4"></td> <td align="center" colspan="4">Year 3</td> </tr> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </table>					Year 1				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	X	X	X	X	X	X	X	X					Year 2				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	X	X	X	X	X	X	X	X					Year 3				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	X	X	X	X	X	X	X	X	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>EARS/ATF</td> </tr> <tr> <td><input type="checkbox"/></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other: IOE evaluation report</p>	<input checked="" type="checkbox"/>	EARS/ATF	<input type="checkbox"/>	PSE RE-AIM Report
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SECTION C: INTERVENTION PLAN

- I. Three-Year SNAP-Ed Local Objective #3 (FFY 2017-FFY 2019): Not Applicable to Reach Out

SECTION C: INTERVENTION PLAN

- I. Three-Year SNAP-Ed Local Objective #4 (FFY 2017-FFY 2019):

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

By September 30, 2019, Reach Out will work with school food pantry and/or emergency food sites in the Jurupa Valley community to implement environmental and system changes and/or develop healthy food and beverage standards and distribution policies to increase fruit and vegetable awareness, knowledge and demand. (SHOP)

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

<input checked="" type="checkbox"/>	Goal 1: Food and Beverages (Behavioral)
<input checked="" type="checkbox"/>	Goal 2: Physical Activity (Behavioral)
<input checked="" type="checkbox"/>	Goal 3: Food Resource Management (Behavioral)
<input checked="" type="checkbox"/>	Goal 4: Access to and/or appeal of dietary choices (Physical and Social Environmental)
<input checked="" type="checkbox"/>	Goal 5: Access to and/or appeal of physical activity opportunities (Physical and Social Environmental)

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

- Healthy Food and Beverage Standards
- Signage and Marketing of Food and Nutrition Assistance Programs

EXHIBIT A

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
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FFY 2017-2019

Reach Out
#16-122

Activity Number	Activity Description	Intervention Categories*	Time Frame: Year & Quarter** <i>Check all that apply</i>	Documentation																																														
4.1 and 4.2	<p>Not applicable to Reach Out</p>																																																	
4.3		<p>Conduct indirect nutrition education activities to reach SNAP-Ed individuals at school food pantry and/or emergency food sites using SNAP-Ed approved materials.</p> <ul style="list-style-type: none"> See Activity 1.3 for annual reach numbers. <p>All indirect education from Activities 1.3, 2.3 and 4.3 will be combined and count towards the expected annual reach number.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td>X</td><td>CEI</td></tr> <tr><td></td><td>MPR</td></tr> <tr><td></td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED	X	CEI		MPR		C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X
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4.4, 4.5 and 4.6	<p>Not applicable to Reach Out</p>																																																	
4.7		<p>Utilize social media and website platforms to highlight local coverage and public relations efforts to support NEOP activities; such as Kids' Produce Markets and School Food Pantry distribution, etc.</p>	<table border="1"> <tr><td></td><td>CED</td></tr> <tr><td></td><td>CEI</td></tr> <tr><td>X</td><td>MPR</td></tr> <tr><td>X</td><td>C&C</td></tr> <tr><td></td><td>TTA</td></tr> </table>		CED		CEI	X	MPR	X	C&C		TTA	<table border="1"> <tr><td colspan="4">Year 1</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 2</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td colspan="4">Year 3</td></tr> <tr><td>Q1</td><td>Q2</td><td>Q3</td><td>Q4</td></tr> <tr><td>X</td><td>X</td><td>X</td><td>X</td></tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X
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EXHIBIT A

Supplemental Nutrition Assistance Program Education (SNAP-Ed)

Three-Year
Integrated Work Plan
FFY 2017–2019

Reach Out
#16-122

Evaluation Activities (FFY 2017 - FFY 2019)

Activity Number	Evaluation Activity Description	Formative	Process	Outcome or Impact	Time Frame: Year & Quarter** Check all that apply	Tool/Documentation																																								
E.4.1	Track and report all indirect education activities and social media conducted in Activity 4.3 and 4.7.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1" style="font-size: small; border-collapse: collapse;"> <tr> <td align="center" colspan="4">Year 1</td> </tr> <tr> <td align="center">Q1</td><td align="center">Q2</td><td align="center">Q3</td><td align="center">Q4</td> </tr> <tr> <td align="center">X</td><td align="center">X</td><td align="center">X</td><td align="center">X</td> </tr> <tr> <td align="center" colspan="4">Year 2</td> </tr> <tr> <td align="center">Q1</td><td align="center">Q2</td><td align="center">Q3</td><td align="center">Q4</td> </tr> <tr> <td align="center">X</td><td align="center">X</td><td align="center">X</td><td align="center">X</td> </tr> <tr> <td align="center" colspan="4">Year 3</td> </tr> <tr> <td align="center">Q1</td><td align="center">Q2</td><td align="center">Q3</td><td align="center">Q4</td> </tr> <tr> <td align="center">X</td><td align="center">X</td><td align="center">X</td><td align="center">X</td> </tr> </table>	Year 1				Q1	Q2	Q3	Q4	X	X	X	X	Year 2				Q1	Q2	Q3	Q4	X	X	X	X	Year 3				Q1	Q2	Q3	Q4	X	X	X	X	<table border="1" style="font-size: small; border-collapse: collapse;"> <tr> <td align="center">X</td> <td>EARS/ATF</td> </tr> <tr> <td></td> <td>PSE RE-AIM Report</td> </tr> </table> <p>List other:</p>	X	EARS/ATF		PSE RE-AIM Report
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**EXHIBIT B
SNAP-Ed FFY 2017 Budget**

#16-122

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-grant/Agreement: Subcontractor ID

1. Staffing: Salary/Benefits:

Position #	Add/Reduce/Increase	Last Amount Approved	Position Title	Position Name	SNAP-Ed Time Spent		Annual Salary	FTE	Total SNAP-Ed Salary	Benefit Rate	Total SNAP-Ed Benefits	SNAP-Ed Admin Costs	Total SNAP-Ed Funded Salary and Benefits	Budget Justification
					% of SNAP-Ed Time spent on Admin/Admn Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery								
1			Administrator (e.g., Director of		90.00%	10.00%	\$ 75,000.00	0.11	\$8,250.00	23.72%	\$1,956.90	\$9,186.90	\$10,207	
2			Administrative Coordinator		10.00%	90.00%	\$ 41,600.00	0.88	\$36,608.00	23.72%	\$8,683.42	\$4,529.10	\$45,291	
3			Community Liaison		0.00%	100.00%	\$ 35,900.00	0.84	\$30,156.00	20.00%	\$6,031.20	\$0.00	\$36,187	
4			Community Liaison		0.00%	100.00%	\$ 35,900.00	0.84	\$30,156.00	20.00%	\$6,031.20	\$0.00	\$36,187	
5			Community Liaison		0.00%	100.00%	\$ 35,900.00	0.68	\$24,412.00	20.00%	\$4,882.40	\$0.00	\$29,294	
6			Interns (3)		0.00%	0.00%	\$ -	0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0	
7							\$ -	0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0	
Total Staffing: Salary/Benefits:								3.35	\$129,582		\$27,585	\$13,715	\$157,166	

Definition and basis for calculations of benefit rate(s):
 Describe what is covered in the benefit rate for your agency.

FICA (7.65%), CA SUI (2%-6.2% of first 7K, Workers Comp (1%), Health Benefits (12.35%), Total 20% to 23%

**EXHIBIT B
SNAP-Ed FFY 2017 Budget**

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

#16-122

Budget Adjustment		Position Title/Name	Location	Description/Justification	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles (\$540)	Registration Fee	Other	Total	Budget Justification
Detail/Invoice	Var Amount Approved															
4. Travel:																
1		Administrator - TBD; Administrative Coordinator - TBD Community Liaison - TBD Community Liaison - TBD	Regional	Mileage/Carpool for SOW; may include Coalition/promising practice events, training, meetings; site visits, events, local conferences, airport travel, etc. Designated attendees determined by meetings, site visits and any training topics. NEORP SNAP-Ed Meeting & Conference: SNAP-Ed LIA FORUM; Other includes parking and ground transportation (not limited - taxi, shuttle service and/or car rental).	44.4	3.35						175			\$4,196	
2		Administrative Coordinator - TBD and Community Liaison - TBD or Community Liaison - TBD	Sacramento		1	3	3	2	\$46.00	\$110.00	\$325.00				\$50.00	\$2,199
3															\$0	
4															\$0	
1															\$0	
Total Travel:															\$6,595	

* Lodging costs include taxes. Reimbursement at CAHR rates.

Budget Adjustment		Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification
Detail/Invoice	Var Amount Approved							
5. Building/Space:								
1							\$0	
2							\$0	
Total Building/Space:							\$0	

EXHIBIT B
SNAP-Ed FFY 2017 Budget

#16-122

Budget Adjustment								Budget Adjustment
Change Add/Reduce/Increase	Last Amount Approved	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification
1		Liability Insurance	Community Center meeting: Space rental and insurance	3.35	\$0.30	1	\$1	
2							\$0	
3							\$0	
Total Maintenance:							\$1	

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Budget Adjustment								Budget Adjustment	
Change Add/Reduce/Increase	Last Amount Approved	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Misc	Total	Budget Justification
1								\$0	
2								\$0	
Total Equipment and Other Capital Expenditures:								\$0	

**EXHIBIT B
SNAP-Ed FFY 2017 Budget**

#16-122

Budget Adjustment		Organization Name	Description of Service(s)	Total Grant	Budget Justification
Deliverables Add/Reduce/Increase	Start Amount Approved				
A				\$0	
B				\$0	
Total Contracts/Sub-Grants/Agreements:				\$0	
Total Direct Costs:				\$172,285	

Budget Adjustment		Calculation Method	Indirect Cost Rate	Total Admin/Program Dollars	Total Indirect Costs	Total	Budget Justification
Deliverables Add/Reduce/Increase	Start Amount Approved						
1		Federally approved indirect rate is 16.1%	16.10%	\$172,285.00	\$27,735		
Total Indirect Costs:				\$27,735			
Total Budget:				\$200,000			

EXHIBIT B

SNAP-Ed FFY 2018 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Position #	Add/Delete/Revisions	Last Approved	Position Title	Position Name	SNAP-Ed Time Spent (% of SNAP-Ed Time spent on Mgmt/Admin Duties)	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery	Annual Salary	FTE	Total SNAP-Ed Salary	Benefit Rate	Total SNAP-Ed Benefits	SNAP-Ed Admin Costs	Total SNAP-Ed Funded Salary and Benefits	Budget Identification
1			Administrator (e.g., Director of	TBD	90.00%	10.00%	\$ 77,250.00	0.11	\$8,497.50	23.72%	\$2,015.61	\$9,461.70	\$10,513	
2			Administrative Coordinator	TBD	10.00%	90.00%	\$ 42,848.00	0.88	\$37,706.24	23.72%	\$8,943.92	\$4,665.00	\$46,656	
3			Community Liaison	TBD	0.00%	100.00%	\$ 36,977.00	0.84	\$31,060.68	0.00%	\$0.00	\$0.00	\$31,061	
4			Community Liaison	TBD	0.00%	100.00%	\$ 36,977.00	0.84	\$31,060.68	0.00%	\$0.00	\$0.00	\$31,061	
5			Community Liaison	TBD	0.00%	100.00%	\$ 36,977.00	0.88	\$25,144.36	0.00%	\$0.00	\$0.00	\$25,144	
6			Interns (3)	TBD	0.00%	0.00%	\$ -	0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0	
7								0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0	
Total Staffing: Salary/Benefits:								3.35	\$133,269		\$10,960	\$14,127	\$144,429	

Definition and basis for calculations of benefit rate(s):
 Describe what is covered in the benefit rate for your agency:

FICA (7.65%), CA SUI (2%-6.2% of first 7K, Workers Comp (1%), Health Benefits (12.35%), Total 20% to 23%

EXHIBIT B

SNAP-ED FFY 2018 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Budget Adjustment:						Budget Adjustment:			
Amended Budget Increase	Last Amount Approved	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Total	Budget Justification	
		Office Supplies	Paper, folders, binders, staplers, clips, pens, etc. Ink Cartridges: Black and Color Cartridges	3.35	\$1.00	363	\$1,216		
							\$0		
							\$0		
				Total Non-Capital Equipment/Supplies:				\$1,216	

Budget Adjustment:						Budget Adjustment:			
Amended Budget Increase	Last Amount Approved	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Total	Budget Justification	
		Printing and copying	Printing and/or copying program materials, flyers (full page gloss) and program information		\$1,000.00	1	\$1,000		
		Advertisement and promo supplies	Flyers advertising nutrition classes, public meetings, community meetings, nutrition meetings, events etc.		\$0.50	1950	\$975		
		Food Demonstration Materials	Disposable supplies (small plates, forks, napkins, serving bowls, serving spoons, etc...) and ingredients to sample		\$1.50	1250	\$1,875		
		Physical Activity Supplies	NEOP approved recipes.		\$400.00	1	\$400		
		Food Handler Cards	Speed ropes, weight bands, and/or yoga mats for physical activity demonstrations. Employees must have a current Food Handler Certificate for handling/preparing food for food demos.		\$27.00	4	\$108		
							\$0		
							\$0		
				Total Materials:				\$4,358	

EXHIBIT B

SNAP-Ed FFY 2018 Budget

Budget Adjustment		6. Maintenance:					Budget Adjustment	
Year	Line Item	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification
1		Liability Insurance	Community Center meeting: Space rental and insurance	3.35	\$0.30	2	\$2.50	
2							\$0	
3							\$0	
Total Maintenance:							\$2.50	

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Budget Adjustment		7. Equipment and Other Capital Expenditures:							Budget Adjustment	
Year	Line Item	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Misc.	Total	Budget Justification	
1								\$0		
2								\$0		
Total Equipment and Other Capital Expenditures:									\$0	

EXHIBIT B

SNAP-Ed FFY 2018 Budget

Budget Adjustment:		8. Contracts/Sub-Grants/Agreements:		Budget Adjustment:	
Part A Budget Increase	Part B Budget Decrease	Organization Name	Description of Service(s)	Total Grant	Budget Justification
7A				\$0	
7B				\$0	
Total Contracts/Sub-Grants/Agreements:				\$0	
Total Direct Costs:				\$155,039	

Budget Adjustment:		9. Indirect Costs:				Budget Adjustment:	
Part A Budget Increase	Part B Budget Decrease	Calculation Method	Indirect Cost Rate	Total Admin/Program Dollars	Total	Budget Justification	
1		Federally approved indirect rate is 16.1%	16.10%	\$155,039.00	\$24,961		
Total Indirect Costs:				\$24,961			
Total Budget:				\$180,000			

EXHIBIT B

SNAP-Ed FFY 2019 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Position #	Add/Delete/Revised/Revised	Last Amount Approved	Position Title	Position Name	SNAP-Ed Time Spent		Annual Salary	FTE	Total SNAP-Ed Salary	Benefit Rate	Total SNAP-Ed Benefits	SNAP-Ed Admin Costs	Total SNAP-Ed Funded Salary and Benefits	Budget Allocation				
					% of SNAP-Ed Time spent on Mgmt/Admin Duties	% of SNAP-Ed Time spent on Direct SNAP-Ed Delivery												
1			Administrator (e.g., Director of	TBD	90.00%	\$	77,250.00	0.11	\$8,497.50	23.72%	\$2,015.61	\$9,461.70	\$10,513.71					
2			Administrative Coordinator	TBD	10.00%	\$	42,848.00	0.88	\$37,706.24	24.57%	\$9,264.42	\$4,697.10	\$46,971.00					
3			Community Liaison	TBD	0.00%	\$	36,977.00	0.84	\$31,060.68	0.00%	\$0.00	\$0.00	\$31,061.00					
4			Community Liaison	TBD	0.00%	\$	36,977.00	0.80	\$29,581.60	0.00%	\$0.00	\$0.00	\$29,582.00					
5			Community Liaison	TBD	0.00%	\$	36,977.00	0.25	\$9,244.25	0.00%	\$0.00	\$0.00	\$9,244.00					
6			Interns (3)	TBD	0.00%	\$	-	0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00					
7																		
Total Staffing: Salary/Benefits:													\$	\$116,090	\$11,280	\$14,159	\$127,371	

Definition and basis for calculations of benefit rate(s): FICA (7.55%), CA SUI (2%-6.2% of first 7K, Workers Comp (1%), Health Benefits (12.35%); Total 20% to 23%
 Describe what is covered in the benefit rate for your agency.

EXHIBIT B

SNAP-Ed FFY 2019 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Budget Adjustment	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Total	Budget Justification
	Office Supplies	Paper, folders, binders, staplers, clips, pens, etc. Ink Cartridges: Black and Color Cartridges	2.88	\$1.00	363.88	\$1,048	
						\$0	
						\$0	
Total Non-Capital Equipment/Supplies:						\$1,048	

Budget Adjustment	Budget Item	Description/Justification	Cost per Item	# of Items	Total	Budget Justification
	Printing and copying	Printing and/or copying program materials, flyers (full page gloss) and program information	\$1,000.00	1	\$1,000	
	Advertisement and promo supplies	Flyers advertising nutrition classes, public meetings, community meetings, nutrition meetings, events etc.	\$0.50	1950	\$975	
	Food Demonstration Materials	Disposable supplies (small plates, forks, napkins, serving bowls, serving spoons, etc.) and ingredients to sample NEOP approved recipes.	\$1.50	1250	\$1,875	
	Physical Activity Supplies	Speed ropes, weight bands, and/or yoga mats for physical activity demonstrations.	\$400.00	1	\$400	
	Food Handler Cards	Employees must have a current Food Handler Certificate for handling/preparing food for food demos.	\$27.00	4	\$108	
					\$0	
					\$0	
Total Materials:					\$4,358	

EXHIBIT B

SNAP-Ed FFY 2019 Budget

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-grant/Agreement: Subcontractor D

Budget Adjustment	Days Requested	Last Payment Approved	Position Title/Name	Location	Description/Justification	Types	FTE	Days	Nights	Per Diem	Lodging	Auto	Miles (\$5.00)	Registration Fee	Other	Total	Budget Justification
4. Travel:																	
1			Administrator - TBD; Administrative Coordinator - TBD Community Liaison - TBD Community Liaison - TBD Community Liaison - TBD	Regional	Mileage/Carpool for SOW, may include Coalition/promising practice events, training, meetings, site visits, events, local conferences, airport travel, etc. Designated attendees determined by meetings, site visits and any training topics. NEOPB SNAP-Ed Meeting & Conference: SNAP-Ed LIA FORUM; Other includes parking and ground transportation (not limited - taxi, shuttle service and/or car rental).		175	288					30			\$2,835	
2			Administrative Coordinator - TBD and Community Liaison - TBD and Community Liaison - TBD or Community Liaison - TBD	Sacramento			1	3	3	2	\$46.00	\$110.00			\$50.00	\$2,199	
3																\$0	
4																\$0	
1																\$0	
Total Travel:																\$5,034	
* Lodging costs include taxes. Reimbursement at CAHR rates.																	
5. Building/Space:																	
Budget Adjustment	Days Requested	Last Payment Approved	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification								
1								\$0									
2								\$0									
Total Building/Space:									\$0								

EXHIBIT B
SNAP-Ed FFY 2019 Budget

Budget Adjustment		6. Maintenance:						Budget Adjustment	
Order Number	Last Amount Approved	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification	
1		Liability Insurance	Community Center meeting: Space rental and insurance	2.88	\$0.34	2	\$2		
2							\$0		
3							\$0		
				Total Maintenance:			\$2		

Organization Name: California Department of Public Health
 County/Jurisdiction: Riverside University Health System-Public Health
 Contract/Sub-Grant/Agreement: Subcontractor D

Budget Adjustment		7. Equipment and Other Capital Expenditures:						Budget Adjustment		
Order Number	Last Amount Approved	Budget Item	Description/Justification	FTE	Cost per Item	# of Items	Misc.	Total	Budget Justification	
1								\$0		
2								\$0		
				Total Equipment and Other Capital Expenditures:			\$0			

EXHIBIT B

SNAP-Ed FFY 2019 Budget

Budget Adjustment		8. Contracts/Sub-Grants/Agreements:		Budget Adjustment
Action Add Reduce	Last Amount Approved	Organization Name	Description of Service(s)	Total Grant
A				\$0
B				\$0
Total Contracts/Sub-Grants/Agreements:				\$0
Total Direct Costs:				\$137,813

Budget Adjustment		9. Indirect Costs:				Budget Adjustment
Action Add Reduce	Last Amount Approved	Calculation Method	Indirect Cost Rate	Total Admin./Program Dollars	Total	Budget Justification
1		Federally approved indirect rate is 16.1%	16.10%	\$137,810.00	\$22,187	
Total Indirect Costs:					\$22,187	
Total Budget:					\$160,000	