

Staff Report
Board Meeting Date: December 18, 2025

DATE: December 11, 2025

TO: District Board of Health

FROM: Anne Stoll-Truelock, Fiscal Compliance Officer
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SUBJECT: Approve a Subaward from the Board of Regents, NSHE obo University of Nevada, Reno in the total amount of \$101,705.97.00 (no match required) for the period retroactive to October 1, 2025 through September 30, 2026 in support of the Population Health Division (PHD) Supplemental Nutrition Assistance Program Education (SNAP-Ed) Program and authorize the District Health Officer to execute the Subaward and any future amendments.

SUMMARY

Northern Nevada Public Health received a Notice of Subaward from the Board of Regents, NSHE obo University of Nevada Reno on November 14, 2025 to support the Supplemental Nutrition Assistance Education Program (SNAP-Ed). The funding period is effective from October 1, 2025 through September 30, 2026. A copy of the Notice of Subaward is attached.

District Health Strategic Priority supported by this item:

- 1. Healthy Lives:** Improve the health of our community by empowering individuals to live healthier lives.

PREVIOUS ACTION

No previous action this fiscal year.

BACKGROUND

The Supplemental Nutrition Assistance Program – Education (SNAP-Ed) is a federally funded grant program that supports evidence-based nutrition education and obesity prevention interventions and projects for persons eligible for the Supplemental Nutrition Assistance Program (SNAP). SNAP-Ed is delivered through a combination of educational strategies such as direct education and accompanied by policy, systems and environmental interventions to make healthy choices the easy choice and increase the consumption of healthy food and increase opportunities for physical activity. The subaward supports the school-based program, Power Up Kids – which is delivered at select Title I classrooms in the community to encourage healthy eating and movement among youth; it is implemented by the Chronic Disease and Injury Prevention Program.

The Subaward provides funding for personnel, travel, operating and indirect expenditures.

This item is retroactive due to the Notice of Subaward being issued on November 12, 2025 and is being brought forward for approval at the next scheduled District Board of Health meeting.

FISCAL IMPACT

Funding was not included in the FY26 adopted budget, therefore, a budget amendment for \$88,439.98 in both revenue and expense is needed in the following accounts:

<u>Account Number</u>	<u>General Ledger</u>	<u>Description</u>	<u>Amount of Increase</u>
2002 - IO12608	-431100	Federal Grants	\$ 88,439.98
		Total Revenue:	\$ 88,439.98
2002 – IO12608	-701130	Pooled Positions	\$ 60,935.16
2002 - IO12608	-701412	Salary Adjustment	\$ 10,190.79
2002 - IO12608	-705360	Benefit Adjustment	\$ 6,426.23
2002 - IO12608	-710100	Professional Service	\$ 1,000.00
2002 – IO12608	-710350	Office Supplies	\$ 167.40
2002 – IO12608	-710500	Other Expense	\$ 9,040.00
2002 - IO12608	-710512	Auto Expense	\$ 680.40
		Total Expenditures:	\$ 88,439.98

RECOMMENDATION

It is recommended that the District Board of Health approve a Subaward from the Board of Regents, NSHE obo University of Nevada, Reno in the total amount of \$101,705.97.00 (no match required) for the period retroactive to October 1, 2025 through September 30, 2026 in support of the Population Health Division (PHD) Supplemental Nutrition Assistance Program Education (SNAP-Ed) Program and authorize the District Health Officer to execute the Subaward and any future amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a Subaward from the Board of Regents, NSHE obo University of Nevada, Reno in the total amount of \$101,705.97.00 (no match required) for the period retroactive to October 1, 2025 through September 30, 2026 in support of the Population Health Division (PHD) Supplemental Nutrition Assistance Program Education (SNAP-Ed) Program and authorize the District Health Officer to execute the Subaward and any future amendments."