
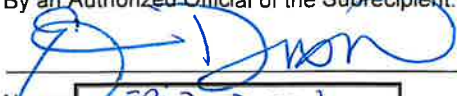


FDP Cost Reimbursement Subaward

Federal Awarding Agency: Department of Agriculture (USDA)	
Pass-Through Entity (PTE): Board of Regents, NSHE obo University of Nevada, Reno	Subrecipient: Washoe County ,DBA: Northern Nevada Public Health
PTE PI: Macy Helm	Sub PI: Kellie Goatley-Seals
PTE Federal Award No: 247NVNV5Q3903	Subaward No: UNR-25-52
Project Title: FFY25 SNAP-Ed	
Subaward Budget Period: Start: 10/01/2024 End: 09/30/2025	Amount Funded This Action (USD): \$ 72,705.33
Estimated Period of Performance: Start: End:	Incrementally Estimated Total (USD): \$

Terms and Conditions

1. PTE hereby awards a cost reimbursable subaward, (as determined by 2 CFR 200.331), to Subrecipient. The Statement of Work and budget for this Subaward are as shown in Attachment 5. In its performance of Subaward work, Subrecipient shall be an independent entity and not an employee or agent of PTE.
2. Subrecipient shall submit invoices not more often than monthly and not less frequently than quarterly for allowable costs incurred. Upon the receipt of proper invoices, the PTE agrees to process payments in accordance with this Subaward and 2 CFR 200.305. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), breakdown by major cost category, Subaward number, and certification, as required in 2 CFR 200.415(a). Invoices that do not reference PTE Subaward number shall be returned to Subrecipient. Invoices and questions concerning invoice receipt or payments shall be directed to the party's Financial Contact, shown in Attachment 3A.
3. A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to PTE's Financial Contact, as shown in Attachment 3A, not later than 15 days after the final Budget Period end date.
The final statement of costs shall constitute Subrecipient's final financial report.
4. All payments shall be considered provisional and are subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.
5. Matters concerning the technical performance of this Subaward shall be directed to the appropriate party's Principal Investigator as shown in Attachments 3A and 3B. Technical reports are required as shown in Attachment 4.
6. Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Subaward, and any changes requiring prior approval, shall be directed to the PTE's Authorized Official Contact and the Subrecipient's Authorized Official Contact shown in Attachments 3A and 3B. Any such change made to this Subaward requires the written approval of each party's Authorized Official as shown in Attachments 3A and 3B.
7. The PTE may issue non-substantive changes to the Budget Period(s) and Budget Bilaterally. Unilateral modification shall be considered valid 14 days after receipt unless otherwise indicated by Subrecipient when sent to Subrecipient's Authorized Official Contact, as shown in Attachment 3B.
8. Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.
9. Either party may terminate this Subaward with 30 days written notice. Notwithstanding, if the Awarding Agency terminates the Federal Award, PTE will terminate in accordance with Awarding Agency requirements. PTE notice shall be directed to the Authorized Official Contact, and Subrecipient notice shall be directed to the Authorized Official Contact as shown in Attachments 3A and 3B. PTE shall pay Subrecipient for termination costs as allowable under Uniform Guidance, 2 CFR 200, or 45 CFR Part 75 Appendix IX, as applicable
10. By signing this Subaward, including the attachments hereto which are hereby incorporated by reference, Subrecipient certifies that it will perform the Statement of Work in accordance with the terms and conditions of this Subaward and the applicable terms of the Federal Award, including the appropriate Research Terms and Conditions ("RTCs") of the Federal Awarding Agency, as referenced in Attachment 2. The parties further agree that they intend this subaward to comply with all applicable laws, regulations, and requirements.

By an Authorized Official of the PTE:  Name: Thomas Landis Date: 01/24/2025 Title: Associate Program, Sponsored projects	By an Authorized Official of the Subrecipient:  Name: ERIN DIXON Date: 1/23/2025 Title: D.D.H.O.
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Attachment 1
Certifications and Assurances

Subaward Number:

UNR-25-52

Certification Regarding Lobbying (2 CFR 200.450)

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement in accordance with 2 CFR 200.450.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," to the PTE.

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

Debarment, Suspension, and Other Responsibility Matters (2 CFR 200.214 and 2 CFR 180)

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.

Audit and Access to Records

Subrecipient certifies that it will provide PTE with notice of any adverse findings which impact this Subaward. Subrecipient certifies compliance with applicable provisions of 2 CFR 200.501-200.521. If Subrecipient is not required to have a Single Audit as defined by 200.501, Awarding Agency requirements, or the Single Audit Act, then Subrecipient will provide notice of the completion of any required audits and will provide access to such audits upon request. Subrecipient will provide access to records as required by parts 2 CFR 200.337 and 200.338 as applicable.

Program for Enhancement of Contractor Employee Protections (41 U.S.C 4712)

Subrecipient is hereby notified that they are required to: inform their employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform their employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a subcontractor or subgrantee.

The Subrecipient shall require that the language of the certifications above in this Attachment 1 be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Use of Name

Neither party shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence and purpose of the relationship that is the subject of this Subaward for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment

Pursuant to 2 CFR 200.216, Subrecipient will not obligate or expend funds received under this Subaward to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services (as described in Public Law 115-232, section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.

Attachment 2
Federal Award Terms and Conditions

Subaward Number

UNR-25-52

Required Data Elements

The data elements required by Uniform Guidance are incorporated in the attached Federal Award.

Awarding Agency Institute (If Applicable)

US Department of Agriculture

Federal Award Issue Date FAIN Assistance Listing No.

10/01/2024

247NVNV5Q3903

10.561

Assistance Listing Program Title (ALPT)

State Administrative Matching Grants for the Supplemental Nutrition Assistance Program

Key Personnel Per NOA

This Subaward Is:

Research & Development Subject to FFATA

General Terms and Conditions

By signing this Subaward, Subrecipient agrees to the following:

1. To abide by the conditions on activities and restrictions on expenditure of federal funds in appropriations acts that are applicable to this Subaward to the extent those restrictions are pertinent. This includes any recent legislation noted on the Federal Awarding Agency's website:

<https://www.fns.usda.gov/fm/grant-opportunities>

2. 2 CFR 200

3. The Federal Awarding Agency's grants policy guidance, including addenda in effect as of the beginning date of the period of performance or as amended found at:

<https://www.fns.usda.gov/fm/grant-opportunities>

4. Research Terms and Conditions, including any Federal Awarding Agency's Specific Requirements found at:

<https://www.fns.usda.gov/fm/grant-opportunities>

except for the following :

- a. No-cost extensions require the written approval of the PTE. Any requests for a no-cost extension shall be directed to the Administrative Contact shown in Attachment 3A, not less than 30 days prior to the desired effective date of the requested change.
- b. Any payment mechanisms and financial reporting requirements described in the applicable Federal Awarding Agency Terms and Conditions and Agency-Specific Requirements are replaced with Terms and Conditions (1) through (4) of this Subaward; and
- c. Any prior approvals are to be sought from the PTE and not the Federal Awarding Agency.
- d. Title to equipment as defined in 2 CFR 200.1 that is purchased or fabricated with research funds or Subrecipient cost sharing funds, as direct costs of the project or program, shall vest in the Subrecipient subject to the conditions specified in 2 CFR 200.313.
- e. Prior approval must be sought for a change in Subrecipient PI or change in Key Personnel (defined as listed on the NOA).

5. Treatment of program income: Additive

Special Terms and Conditions:

Data Sharing and Access:

Subrecipient agrees to comply with the Federal Awarding Agency's data sharing and/or access requirements as reflected in the NOA or the Federal Awarding Agency's standard terms and conditions as referenced in General Terms and Conditions 1-4 above.

No additional requirements

Data Rights:

Subrecipient grants to PTE the right to use data created in the performance of this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its PTE Federal Award.

Copyrights:

Subrecipient Grants to PTE an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, and perform publicly any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its PTE Federal Award.

Subrecipient grants to PTE the right to use any written progress reports and deliverables created under this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its Federal Award.

Promoting Objectivity in Research (COI):

Subrecipient must designate herein which entity's Financial Conflicts of Interest policy (COI) will apply: Subrecipient

If applying its own COI policy, by execution of this Subaward, Subrecipient certifies that its policy complies with the requirements of the relevant Federal Awarding Agency as identified herein: US department of Agriculture

Subrecipient shall report any financial conflict of interest to PTE's Administrative Representative or COI contact, as designated on Attachment 3A. Any financial conflicts of interest identified shall, when applicable, subsequently be reported to Federal Awarding Agency. Such report shall be made before expenditure of funds authorized in this Subaward and within 45 days of any subsequently identified COI.

Work Involving Human or Vertebrate Animals (Select Applicable Options)

- No Human or Vertebrate Animals
- Human Subjects
- Human Subjects Exempt
- Vertebrate Animals

The PTE requires verification of IRB and/or IACUC approval be sent to the Administrative Contact as required above:

Subrecipient agrees that any non-exempt human and/or vertebrate animal research protocol conducted under this Subaward shall be reviewed and approved by the appropriate Institutional Review Board (IRB) and/or its Institutional Animal Care and Use Committee (IACUC), as applicable and that it will maintain current and duly approved research protocols for all periods of the Subaward involving human and/or vertebrate animal research. Subrecipient certifies that the appropriate IRB and/or IACUC are in full compliance with applicable state and federal laws and regulations. The Subrecipient certifies that any submitted IRB / IACUC approval represents a valid, approved protocol that is entirely consistent with the Project associated with this Subaward. In no event shall Subrecipient invoice or be reimbursed for any human or vertebrate animals related expenses incurred in a period where any applicable IRB / IACUC approval is not properly in place.

Human Subjects Data (Select One) Not Applicable

This section left intentionally blank

This section left intentionally blank

Additional Terms

- The closeout period of the prime award of this sub award contract is only 30 days, therefore the final invoice must be submitted within 15 days of the end day of the project period.
 - Sub recipient must provide back-up documentation for salaries and all claimed expenses with invoices.

Attachment 3A
Pass-Through Entity (PTE) Contacts

Subaward Number:
UNR-25-52

PTE Information

Entity Name: Board of Regents, NSHE obo University of Nevada, Reno

Legal Address: Sponsored Projects office,
1664 N Virginia St,
Mail Stop:325
Reno, NV 89557

Website: www.unr.edu

PTE Contacts

Central Email: spadmin@unr.edu

Principal Investigator Name: Macy Helm

Email: mhelm@unr.edu Telephone Number:

Administrative Contact Name: Mahtab Mosavibarab

Email: mmosavibarab@unr.edu Telephone Number: 775-682-8800

COI Contact email (if different to above):

Financial Contact Name: Mahtab Mosavibarab

Email: SPadmin@unr.edu@unr.edu Telephone Number: 775-682-8800

Email invoices? Yes No Invoice email (if different):

Authorized Official Name: Thomas Lnadis

Email: tlandis@unr.edu Telephone Number: 775-784-2049

PI Address:

1664 N Virginia St, Reno, NV 89557

Administrative Address:

Sponsored Projects office,
1664 N Virginia St,
Mail Stop:325
Reno, NV 89557
Ross hall, Room:202A

Invoice Address:

Sponsored Projects office,
1664 N Virginia St,
Mail Stop:325
Reno, NV 89557
Ross hall, Room:202A

Attachment 3B
Subrecipient Contacts

Subaward Number:
UNR25-52

Subrecipient Information for FFATA reporting

Entity's UEI/DUNS Name: Washoe County, DBA: Northern Nevada Public Health

EIN No.: 88-6000138 Institution Type: County Government

SAM UEI: GPR1NY74XPQ5 Currently registered in SAM.gov: Yes No

Exempt from reporting executive compensation: Yes No (if no, complete 3Bpg2)

Parent UEI/DUNS: This section for U.S. Entities: Zip Code Look-up

Place of Performance Address Congressional District: Zip Code+4:

1001 E Ninth St. Bldg B
Reno, NV 89512

Subrecipient Contacts

Central Email:

Website: NNPH.ORG

Principal Investigator Name: Kelli Goatley- Seals

Email: kseals@nnph.org Telephone Number: 775-328-6160

Administrative Contact Name:

Email: Telephone Number: -

Financial Contact Name: Irene Dominguez

Email: idominguez@nnph.org Telephone Number: 775-328-2446

Invoice/Payment Email: idominguez@nnph.org

Authorized Official Name: ~~Kevin Dick~~ Chad Kingsley

Email: kdick@nnph.org Telephone Number: 775-328-2416

Legal Address: CKingsley

1001 E Ninth St. Bldg B
Reno, NV 89512

Administrative Address:

1001 E Ninth St. Bldg B
Reno, NV 89512

Payment Address:

1001 E Ninth St. Bldg B
Reno, NV 89512

Attachment 4
Reporting and Prior Approval Terms

Subaward Number:

UNR-25-52

Subrecipient agrees to submit the following reports (PTE contacts are identified in Attachment 3A):

Technical Reports:

- Monthly technical/progress reports will be submitted to the PTE's within days of the end of the month.
- Quarterly technical/progress reports will be submitted within 30 days after the end of each project quarter to the PTE's .
- Annual technical / progress reports will be submitted within days prior to the end of each budget period to the PTE's . Such report shall also include a detailed budget for the next Budget Period, updated other support for key personnel, certification of appropriate education in the conduct of human subject research of any new key personnel, and annual IRB or IACUC approval, if applicable.
- A Final technical/progress report will be submitted to the PTE's within days of the end of the Project Period or after termination of this award, whichever comes first.
- Technical/progress reports on the project as may be required by PTE's in order for the PTE to satisfy its reporting obligations to the Federal Awarding Agency.

Prior Approvals:

Carryover:

Other Reports:

- In accordance with 37 CFR 401.14, Subrecipient agrees to notify both the Federal Awarding Agency via iEdison and PTE's within 60 days after Subrecipient's inventor discloses invention(s) in writing to Subrecipient's personnel responsible for patent matters. The Subrecipient will submit a final invention report using Federal Awarding Agency specific forms to the PTE's within 60 days of the end of the Project Period to be included as part of the PTE's final invention report to the Federal Awarding Agency.

A negative report is required:

- Property Inventory Report (only when required by Federal Awarding Agency), specific requirements below.

Additional Technical and Reporting Requirements:

- The closeout period of the prime award of this sub award contract is only 30 days, therefore the final invoice must be submitted within 15 days of the end day of the project period.
- Sub recipient must provide back-up documentation for salaries and all claimed expenses with invoices.

Attachment 5
Statement of Work, Cost Sharing, Indirects & Budget

Subaward Number:

UNR-25-52

Statement of Work

Below Attached, pages

If award is FFATA eligible and SOW exceeds 4000 characters, include a *Subrecipient Federal Award Project Description*

Budget Information

Indirect Information Indirect Cost Rate (IDC) Applied <input type="text" value="12.54"/> % Rate Type: <input type="text" value="Modified Total Direct Costs"/>	Cost Sharing <input type="text" value="No"/> If Yes, include Amount: \$ <input type="text"/>
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Budget Details Below Attached, pages

Budget Totals

Direct Costs \$
Indirect Costs \$
Total Costs \$

All amounts are in United States Dollars

State of Nevada
 Department of Health and Human Services
Division of Welfare and Supportive Services
NOTICE OF SUBAWARD
SECTION B

Description of Services, Scope of Work and Deliverables

Northern Nevada Public Health, hereinafter referred to as University of Nevada, Reno (UNR) Subrecipient, agrees to provide the following services and reports according to the identified timeframes.

Note: The goals listed below are referencing the specific goals outlined in Nevada’s FFY 2025 SNAP-ED Annual State Plan, specific to the UNR Subrecipient.

Nevada SNAP-Ed Scope of Work for UNR Subrecipient
 10/01/2024 through 9/30/2025

<i>NV SNAP-Ed State Plan - Goal 2: Streamline the effectiveness of SNAP-Ed funded organizations in Nevada through resource management, comprehensive staff training, and continuous improvement</i>					
<i>Objective</i>	<i>Activities</i>	<i>Deliverables as reported in PEARS or as established in this report</i>	<i>Target Population</i>	<i>Evaluation Measure (Indicator)</i>	<i>DWSS Evaluation & Tools</i>
Objective 2.1 By 9/30/25, attend the statewide SNAP-Ed training/conference aiming to enhance programmatic cohesion and effectiveness in nutrition education.	2.1 Book travel for training, attend training	Attendance logged in this report - attendee name	- Nevada SNAP-Ed funded staff	# of trained staff	This Report

NV SNAP-Ed State Plan - Goal 3: Increase Fruit and/or Vegetable Consumption in SNAP-Eligible Nevadans					
Objective	Activities	Deliverables as reported in PEARS or as established in this report	Target Population	Evaluation Measure (indicator)	DWSS Evaluation & Tools
Objective 3.1 By 9/30/25, 40% youth (3 rd – 12 th grade) who are assessed will indicate an <u>increase in their consumption</u> of healthy snacks (fruits and/or vegetables) or part of meals over the course of the previous week. PROJECT – 2	3.1.0 Reach at least 160 youth in K-2 nd grade (NOTE THESE STUDENTS ARE NOT ASSESSED)	Activity logged in PEARS, including but not limited to: - program_id (Cohort ID) - reported_by - site_id - site_zip - session(class)_start_date - session(class)_end_date - primary_curriculum - participants_total (unduplicated)	SNAP-eligible: -Youth	- SNAP-Ed Indicator MT1 - Numerator and Denominator for indicating an increased in their consumption for healthy snacks	This Report
	3.1.1 Reach at least 160 youth in middle school				
	3.1.2 Uses FNS approved SNAP-Ed curricula/tool: - Choose Health: Food, Fun, and Fitness				
Objective 3.2 By 9/30/25, 15% of participants of all ages who are assessed after single lessons on fruit and vegetable consumption will report <u>intention to change their eating behavior related to fruits and vegetables.</u> PROJECT – 2	3.2 Uses FNS approved SNAP-Ed curricula/tool: - Pick A Better Snack	Activity logged in PEARS, including but not limited to: - program_id (Cohort ID) - reported_by - site_id - site_zip - session(class)_start_date - session(class)_end_date - primary_curriculum - participants_total (unduplicated)	SNAP-eligible: -Youth	- SNAP-Ed Indicator ST1 - Numerator and Denominator for indicating intention to change their eating behavior related to fruits and vegetables	This Report

NV SNAP-Ed State Plan - Goal 4: Reduce Consumption of Sugar-Sweetened Beverages and Food Items in SNAP-Eligible Nevadans					
Objective	Activities	Deliverables	Target Population	Evaluation Measure (indicator)	DWSS Evaluation & Tools
Objective 4.1 By 9/30/25, 30% of youth (3 rd – 12 th grade) who are assessed will report <u>consuming sugar-sweetened beverages on 0 to 3 days in the past week.</u> PROJECT – 2	4.1 Uses FNS approved SNAP-Ed curricula/tool: - Choose Health: Food, Fun, and Fitness	Activity logged in PEARS, including but not limited to: - program_id (Cohort ID) - reported_by - site_id - site_zip - session(class)_start_date - session(class)_end_date - primary_curriculum - participants_total (unduplicated)	SNAP-eligible: -Youth	- SNAP-Ed Indicator MT1 - Numerator and Denominator for indicating consumption of sugar-sweetened beverages on 0 to 3 days in the past week	This Report

NV SNAP-Ed State Plan - Goal 6: Increase Physical Activity Participation in SNAP-Eligible Nevadans					
Objective	Activities	Deliverables	Target Population	Evaluation Measure (Indicator)	DWSS Evaluation & Tools
<p>Objective 6.1 By 9/30/25, 34% youth (3rd – 12th grade) who are assessed will report engaging in physical activities most days or every day. PROJECT – 2</p>	<p>6.1 Uses FNS approved SNAP-Ed curricula/tool: - Choose Health: Food, Fun, and Fitness</p>	<p>Activity logged in PEARS, including but not limited to: - program_id (Cohort ID) - reported_by - site_id - site_zip - session(class)_start_date - session(class)_end_date - primary_curriculum - participants_total (unduplicated)</p>	<p>SNAP-eligible: - Youth</p>	<p>- SNAP-Ed Indicator MT3 - Numerator and Denominator for reporting engaging in physical activities most days or every day.</p>	<p>This Report</p>

Nevada SNAP-Ed State Plan - Goal 7: Policy, Systems, and Environmental (PSE) approaches will be maximized and optimized across all SNAP-eligible sites in counties participating in SNAP-Ed.					
Objective	Activities	Deliverables	Target Population	Evaluation Measure (Indicator)	DWSS Evaluation & Tools
<p>Objective 7.1 By 9/30/25, 25% of FFY25 (new) SNAP-Ed partnerships engaged in Policy, Systems, and Environmental (PSE) efforts will be evaluated using Collaboration Readiness Survey (SNAP-Ed Library). PROJECT – 2</p>	<p>7.1.1 Recruit and/or engage at least the following # of SNAP-eligible sites: 11 elementary school classrooms 1 middle school classroom sites and work with them to assess partnerships using FNS approved SNAP-Ed curricula/tool: - Collaboration Readiness Survey (RNECE)</p>	<p>Activity logged in PEARS, including but not limited to: - partnership_id - partnership_name - reported_by - assessment_tool</p>	<p>SNAP-eligible participants and sites</p>	<p>- SNAP-Ed Indicators ST5, ST7 - Numerator= # evaluated partners - Denominator= # participating partners</p>	<p>This Report</p>
	<p>7.1.2 Partner with sites to implement PSE activities</p>	<p>Activity logged in PEARS, including but not limited to: - pse_id - reported_by - site_name - start_fiscal_year - changes_adopted - other_changes_made - reach_method_used - total_reach</p>	<p>SNAP-eligible participants and sites</p>	<p>- SNAP-Ed Indicators ST5, ST7</p>	<p>This Report</p>
<p>7.1.3 Participate in community events and health fairs to build community partnerships</p>	<p>Activity logged in PEARS, including but not limited to: - activity_id - reported_by - comments - channel - description - reach</p>	<p>SNAP-eligible participants and sites</p>	<p># of community events participated in</p>	<p>This Report</p>	

<p>Objective 7.2 50% of Policy, Systems, and Environmental (PSE) sites/partners will have implemented at least one change to enhance access to nutrition and/or physical activity. PROJECT – 2</p>	<p>7.2 Implement PSE changes informed by the environmental assessments using FNS approved SNAP-Ed curricula/tool: - Policy, Systems, and Environmental Change Initiative Data Toolkit (General) - Train-the-trainer/Professional development (General) - Classroom activities (Youth) - Smarter Lunchroom Assessment (Youth) - School Health Index (Youth)</p>	<p>Activity logged in PEARS, including but not limited to: - pse_id - reported_by - site_name - start_fiscal_year - changes_adopted - other_changes_made - reach_method_used - total_reach</p>	<p>SNAP-eligible participants and sites</p>	<p>- SNAP-Ed Indicators MT5 and MT6 - Numerator= # PSE participating partners/sites implemented at least 1 change - Denominator= # PSE-implementing partners engaged</p>	<p>This Report</p>
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FFY25:

Progress
Successes
Barriers
Other

Quarterly Progress Report / Technical Assistance Due Dates (Subject to change):

Quarterly Report Q1: January 15, 2025 due to UNR, 3rd week due to DWSS (UNR send pre-approved report to DWSS).

Quarterly Report Q2: April 15, 2025 due to UNR, 3rd week due to DWSS (UNR send pre-approved report to DWSS).

Quarterly Report Q3: July 15, 2025 due to UNR, 3rd week due to DWSS (UNR send pre-approved report to DWSS).

Quarterly Report Q4: October 15, 2025 due to UNR, 3rd week due to DWSS (UNR send pre-approved report to DWSS).

Applicant Name: Northern Nevada Public Health

BUDGET NARRATIVE
(form revised February 2021)

All activities, events, meetings etc, will take place in accordance with State and Local compliance requirements related to COVID-19.

#4 Northern Nevada Public Health (NNPH) \$72,705.33

Method of Selection: FFY24-FFY26 State Plan Partnerships, quarterly performance evaluations, and annual performance and fiscal management evaluations for the competitive bid process/FFY25 selection

Period of Performance: 10/1/2024 - 9/30/25

Justification:Subgrantees are selected based on the need for specialized expertise or the ability to reach specific target populations that Nevada SNAP-Ed cannot effectively serve on its own. Selected subgrantees bring additional

Method of Accountability: Accountability for subgrantees involves a comprehensive approach including clear grant agreements, regular financial and progress reporting, and adherence to compliance regulations. Monitoring and

Scope of Work:

SALARIES:	Annual Salary	Fringe Rate	% of Time	Months	% of Annual	\$55,330.48
#1. Olivia Lane, Intermittent Hourly Health Educator (IH HE), PC8337	\$71,534.74	1.75%	50.00%	12	100.00%	\$36,393.30
#2. Stephanie Chen, Health Educator Coordinator, (HEC) PC10768	\$107,008.08	53.71%	5.00%	12	100.00%	\$8,224.32
#3. TBD, Public Service Intern, PC8832	\$37,440.00	1.75%	20.00%	12	100.00%	\$7,619.04
#4. Amanda Santos, Health Educator II, (HE) PC9888	\$83,874.67	47.55%	2.50%	12	100.00%	\$3,093.82

CONTRACTS:

#1 Contractor: Washoe County School District Nutrition Services \$2,500.00

Method of Selection: Sole source

Period of Performance: 10/01/2024 - 6/13/2025

Scope of Work: Nutrition services will prepare food samples for the Pick A Better Snack and Choose Health: Food, Fun, and Fitness curriculum. Food demonstrations are part of the curriculum and nutrition services has the facility and permits to meet the food safety regulations to serve food to consumers. NNPH staff will work closely with Nutrition Services to discuss the food/recipes as outlined in the curriculum and determine the quantity of food samples needed for each lesson plan. This budget covers the cost of the disposables and personnel time to prepare food.

Sole Source Justification: Nutrition Services department administers the child nutrition programs for all schools in the Washoe County School District.

Personnel \$2,500.00

Method of Accountability: The Health Educator Coordinator will work closely with Nutrition Services staff to ensure all components of the agreed-upon scope of work are completed.

NON-CAPITAL EQUIPMENT/OFFICE SUPPLIES:

Office supplies \$ amount x # of FTE staff x # of mo.	cost/unit	# of FTE	# of months	\$186.00
	\$20.00	0.775	12	

Justification: General office supplies to support training and program implementation including but not limited to pens, paper, binders, folders, post its, etc.

NUTRITION EDUCATION MATERIALS:

Supplies for Pick a Better Snack (PABS) and Choose Health: Food, Fun, and Fitness (CHFFF) curriculum	cost/unit	# Units OR Reach	\$4,665.00
Educational reinforcers (e.g., pencils, stickers, water bottles, jump ropes, etc.) x 320 Students and up to 960			\$3,000.00
Teaching materials to support healthy messaging and encourage regular movement during the school day	\$40.00	11	\$440.00
Teaching materials to support healthy messaging and encourage regular movement during the school day	\$75.00	1	\$75.00
Printing of program materials for teachers, students, families (e.g., curriculum, handouts, newsletters,			\$650.00

Justification: Materials listed are needed for program implementation and will allow staff to successfully implement curriculum, provide support to teachers and offer educational resources to students and families.

TRAVEL \$2,201.08

#1 - In-State Travel - SNAP-Ed Training from 1001 E. 9th St. Reno, NV 89512 to 8050 Paradise Rd Las Vegas, NV	Cost	# of Trips	# of days	# of Staff		
Airfare: cost per trip \$320 x 1 trip x 2 staff	\$320.00	1		2	\$640.00	\$1,815.16
Baggage fee: \$ amount per person x # of trips x # of staff	\$0.00	0		0	\$0.00	
Per Diem: \$69.00 x 3 days per GSA rate for area x 1 trip x 2 staff	\$69.00	1	3	2	\$414.00	
Lodging: (\$152 + \$20.29 tax) x 1 trip x 2 nights x 2 staff	\$172.29	1	2	2	\$689.16	
Ground Transportation: \$ cost per r/trip x # of trips x # of staff	\$0.00	0	0	0	\$0.00	
Mileage: (rate per mile x # of miles per r/trip) x # of trips x # of staff	\$0.00	0		0	\$0.00	
Parking: \$12.00 per day x 1 trip x 3 nights x 2 staff	\$12.00	1	3	2	\$72.00	

Justification: Travel expenses for Intermittent Hourly Health Educator and Health Educator Coordinator to attend statewide SNAP-Ed training in Las Vegas for 3 days/2 nights. GSA rates will applied, estimates for the following: Airfare: Estimated Southwest airline rate in March 2025. Per Diem: Estimated \$69/day per staff. \$69 x 3 days. Lodging: Estimated \$152/night + 13.35% tax (\$20.29) = \$172.29/night. Parking: \$12 surface lot parking at Reno Tahoe Airport

#2 - In-State Travel - Program Implementation, from 1001 E. 9th St. Reno, NV 89512 to:	Cost/mile	# of Miles	# of Trips	# of months	# of staff	
TBD, Elementary Schools and Middle school (89431, 89502, 89503, 89512, 89433)	\$0.67	8.0	4	9	2	\$385.92

Justification: One/Two Health Educator(s) travels alone/together to sites and teach SNAP-Ed curriculum, PABS and CHFFF classes. NNPH staff will carpool to locations when possible.

Mileage calculations using Google Maps will be provided once the sites have been identified.

Contracts	MTDC	Rate	DIRECT COST	\$64,882.56
\$2,500.00	\$62,382.56	12.54%	INDIRECT COST	\$7,822.77

TOTAL DIRECT Costs \$72,705.33

TOTAL FEDERAL FUNDS TOTAL: \$72,705.33

Attachment 6

Notice of Award (NOA) and any additional documents

- The following pages include the NOA and if applicable any additional documentation referenced throughout this Subaward.
- Not incorporating the NOA or any additional documentation to this Subaward.



State of Nevada
 Department of Health and Human Services
 Division of Welfare and Supportive Services
 (hereinafter referred to as the Division)

Agency Ref. #: Ed2602
 Budget Account: 3228
 GL / Category: 8795 / 42
1056124N;
 Job Number 1056125N
 Sub Org: _____

NOTICE OF SUBAWARD

Program Name/Source of Funds: SNAP Education Division of Welfare and Supportive Services Tonya Stevens, Chief, Eligibility and Payments / tstevens@dws.nv.gov	Subrecipient's Name: Board of Regents, Nevada System of Higher Education on behalf of University of Nevada, Reno (UNR) Macy Helm, SNAP Ed Coordinator / mhelm@unr.edu
Address: 1470 College Parkway Carson City, NV 89706-2009	Address: 1684 N. Virginia St, 204 Ross Hall/ Mail Stop 325 Reno, NV 89557-0325
Subaward Period: Retroactive to October 1, 2024 through September 30, 2025	Subrecipient's: EIN: *****0024 Vendor #: D35000816 Dun & Bradstreet: ZBSLB5G5DST4

Purpose of Award: The Purpose of this subaward is to carry out the Administrative and Programmatic functions for the Supplemental Nutrition Assistance Program Education (SNAP Ed) as outlined in attachment Appendix A: SNAP Ed Administrative Memorandum of Understanding.

Region(s) to be served: **Statewide** Specific county or counties: _____

Approved Budget Categories:		FEDERAL AWARD COMPUTATION:	
1. Salary/Benefits	\$2,420,287.22	Total Obligated by this Action:	\$ 4,231,707.12
2. Contracts/Sub-Grants/ Agreements	\$704,884.65	Cumulative Prior Awards this Budget Period:	\$ 0.00
3. Non-Capital Equipment Supplies	\$1,794.97	Total Federal Funds Awarded to Date:	\$ 4,231,707.12
4. Nutrition Education Materials	\$239,974.63	Match Required <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	
5. Travel	\$74,782.00	Amount Required this Action:	\$ 0.00
6. Building/ Space Lease or Rental	\$0.00	Amount Required Prior Awards:	\$ 0.00
7. Cost of Publicly Owned Building Space	\$0.00	Total Match Amount Required:	\$ 0.00
8. Maintenance and Repair	\$0.00	Research and Development (R&D) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	
9. Institute Memberships and Subscriptions	\$0.00	Federal Budget Period:	
10. Equipment and Other Capital Expenditures	\$20,068.00	October 1, 2023 through September 30, 2024	
TOTAL DIRECT COSTS	\$3,487,869.67	October 1, 2024 through September 30, 2025	
11. Indirect Costs	\$763,847.45	Federal Project Period:	
TOTAL APPROVED BUDGET	\$4,231,707.12	October 1, 2023 through September 30, 2024	
		October 1, 2024 through September 30, 2025	

Source of Funds:	% Funds:	CFDA:	FAIN:	Federal Grant #:	Federal Grant Award Date by Federal Agency:
U.S Department of Agriculture- Food and Nutrition Service	100%	10.561	247NVNV5Q3903	7NV430NV5	11/24/2023
	100%	10.561	257NVNV5Q3903	7NV430NV5	10/16/2024

Agency Approved Indirect Rate: N/A **Subrecipient Approved Indirect Rate:** 26% Federally Approved Rate

Terms and Conditions:
 In accepting these grant funds, it is understood that:

- This award is subject to the availability of appropriate funds.
- Expenditures must comply with any statutory guidelines, the DHHS Grant Instructions and Requirements, and the State Administrative Manual.
- Expenditures must be consistent with the narrative, goals and objectives, and budget as approved and documented. All work performed during the retroactive period is subject to the requirements specified within Sections B and C of the Incorporated Documents. The Subrecipient is responsible for adhering to all applicable statutory guidelines and federal regulations during the retroactive period.
- Subrecipient must comply with all applicable Federal regulations.
- Quarterly progress reports are due by the 15th of each month following the end of the quarter, unless specific exceptions are provided in writing by the grant administrator.
- Requests for Funds must be submitted monthly unless specific exceptions are provided in writing by the grant administrator.

Incorporated Documents:	Section D: Request for Reimbursement;
Section A: Grant Conditions and Assurances;	Section E: Audit Information Request;
Section B: Description of Services, Scope of Work and Deliverables;	Section F: Division Confidentiality Addendum (NSHE)
Section C: Budget and Financial Reporting Requirements	Appendix A: SNAP Ed Administrative Memorandum of Understanding

Patricia Charlton, Chancellor, Nevada System of Higher Education. Chris Viton, Vice Chancellor Business & Finance/CEO	Signature 	Date 1/10/25
Tonya Stevens, Chief, Eligibility and Payments Division of Welfare and Supportive Services	Digitally signed by Tonya M. Stevens Date: 2025.01.14 09:43:41 -08'00'	1/14/2025
Robert Thompson, Administrator Division of Welfare and Supportive Services		1/15/25

Recommended by: Date: 1/7/2025 Page 1 of 54 1-7-25 Date: _____
 Mindu Gautam, Vice President, Research and Innovation, UNR Brian Sandoval, President, UNR

State of Nevada
Department of Health and Human Services
Division of Welfare and Supportive Services
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SECTION A

GRANT CONDITIONS AND ASSURANCES

General Conditions

1. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating, or establishing the relationship of employer/employee between the parties. The Recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Department of Health and Human Services, Division of Welfare and Supportive Services (hereinafter referred to as Division) shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance as the Recipient is an independent entity.
2. The Division or Recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, and signed by a duly authorized representative of both organizations. Such amendments shall not invalidate this Agreement, nor relieve or release the Division or Recipient from its obligations under this Agreement.
 - The Division may, in its discretion, amend this Agreement to conform with federal, state, or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both the Division and Recipient.
3. Either party may terminate this Agreement at any time by giving written notice to the other party of such termination and specifying the effective date thereof at least 30 days before the effective date of such termination. Partial terminations of the Scope of Work in Section B may only be undertaken with the prior approval of the Division. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, reports, or other materials prepared by the Recipient under this Agreement shall, at the option of the Division, become the property of the Division, and the Recipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.
 - The Division may also suspend or terminate this Agreement, in whole or in part, if the Recipient materially fails to comply with any term of this Agreement, or with any of the rules, regulations or provisions referred to herein; and the Division may declare the Recipient ineligible for any further participation in the Division's grant agreements, in addition to other remedies as provided by law. In the event there is probable cause to believe the Recipient is in noncompliance with any applicable rules or regulations, the Division may withhold funding.

Grant Assurances

A signature on the cover page of this packet indicates that the applicant is capable of and agrees to meet the following requirements, and that all information contained in this proposal is true and correct.

1. Adopt and maintain a system of internal controls which results in the fiscal integrity and stability of the organization, including the use of Generally Accepted Accounting Principles (GAAP).
2. Compliance with state insurance requirements for general, professional, and automobile liability; workers' compensation and employer's liability; and, if advance funds are required, commercial crime insurance.
3. These grant funds will not be used to supplant existing financial support for current programs.
4. No portion of these grant funds will be subcontracted without prior written approval unless expressly identified in the grant agreement.
5. Compliance with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.) as amended, and Section 504 of the Rehabilitation Act of 1973, P.L. 93-112, (29 U.S.C. 794), Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); as amended, and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Agency receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.
6. Compliance with Title II and Title III of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189) as implemented by Department of Justice regulations at (28 CFR Parts 35 and 36), Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000), all provisions required by the implementing regulations of the U.S. Department of Agriculture (7 CFR Part 15 et seq); and regulations adopted there under contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.
7. Compliance with the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. Compliance with Title 2 of the Code of Federal Regulations (CFR) and any guidance in effect from the Office of Management and Budget (OMB) related (but not limited to) audit requirements for grantees that expend \$1,000,000 or more in Federal awards during the grantee's fiscal year must have an annual audit prepared by an independent auditor in accordance with the terms and requirements of the appropriate circular. **To acknowledge this requirement, Section E of this notice of subaward must be completed.**

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9. Certification that neither the Recipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67 § 67.510, as published as pt. VII of May 26, 1988, Federal Register (pp. 19150-19211).
10. No funding associated with this grant will be used for lobbying.
11. Disclosure of any existing or potential conflicts of interest relative to the performance of services resulting from this grant award.
12. Provision of a work environment in which the use of tobacco products, alcohol, and illegal drugs will not be allowed.
13. An organization receiving grant funds through the Nevada Department of Health and Human Services shall not use grant funds for any activity related to the following:
 - Any attempt to influence the outcome of any federal, state, or local election, referendum, initiative, or similar procedure, through in-kind or cash contributions, endorsements, publicity, or a similar activity.
 - Establishing, administering, contributing to, or paying the expenses of a political party, campaign, political action committee or other organization established for the purpose of influencing the outcome of an election, referendum, initiative, or similar procedure.
 - Any attempt to influence:
 - The introduction or formulation of federal, state, or local legislation; or
 - The enactment or modification of any pending federal, state or local legislation, through communication with any member or employee of Congress, the Nevada Legislature or a local governmental entity responsible for enacting local legislation, including, without limitation, efforts to influence State or local officials to engage in a similar lobbying activity, or through communication with any governmental official or employee in connection with a decision to sign or veto enrolled legislation.
 - Any attempt to influence the introduction, formulation, modification or enactment of a federal, state or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity through communication with any officer or employee of the United States Government, the State of Nevada or a local governmental entity, including, without limitation, efforts to influence state or local officials to engage in a similar lobbying activity.
 - Any attempt to influence:
 - The introduction or formulation of federal, state, or local legislation;
 - The enactment or modification of any pending federal, state, or local legislation; or
 - The introduction, formulation, modification or enactment of a federal, state or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity, **by preparing, distributing or using** publicity or propoganda, or by urging members of the general public or any segment thereof to contribute to or participate in any mass demonstration, march, rally, fundraising drive, lobbying campaign or letter writing or telephone campaign.
 - Legislative liaison activities, including, without limitation, attendance at legislative sessions or committee hearings, gathering information regarding legislation and analyzing the effect of legislation, when such activities are carried on in support of or in knowing preparation for an effort to engage in an activity prohibited pursuant to subsections 1 to 5, inclusive.
 - Executive branch liaison activities, including, without limitation, attendance at hearings, gathering information regarding a rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity and analyzing the effect of the rule, regulation, executive order, program, policy or position, when such activities are carried on in support of or in knowing preparation for an effort to engage in an activity prohibited pursuant to subsections 1 to 5, inclusive.
14. An organization receiving grant funds through the Nevada Department of Health and Human Services may, to the extent and in the manner authorized in its grant, use grant funds for any activity directly related to educating persons in a nonpartisan manner by providing factual information in a manner that is:
 - Made in a speech, article, publication, or other material that is distributed and made available to the public, or through radio, television, cable television or other medium of mass communication; and
 - Not specifically directed at:
 - Any member or employee of Congress, the Nevada Legislature, or a local governmental entity responsible for enacting local legislation;
 - Any governmental official or employee who is or could be involved in a decision to sign or veto enrolled legislation; or
 - Any officer or employee of the United States Government, the State of Nevada or a local governmental entity who is involved in introducing, formulating, modifying or enacting a Federal, State or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity.

This provision does not prohibit a recipient or an applicant for a grant from providing information that is directly related to the grant or the application for the grant to the granting agency.

To comply with reporting requirements of the Federal Funding and Accountability Transparency Act (FFATA), the Subrecipient agrees to provide the Division with copies of all contracts, subawards, and or amendments to either such documents, which are funded by funds allotted in this agreement.

Compliance with this section is acknowledged by signing the subaward cover page of this packet.

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SNAP-Ed Data Sharing Agreement

For the purposes of SNAP-Ed, the following security procedures and protocols apply when sharing the names and addresses of eligible SNAP clients with the Subrecipient:

1. Division and Receiving Party agree to comply with:
 - a. Nevada State Security Standards;
 - b. Division Policies and Procedures;
 - c. NRS 603A regulations (Data Privacy and Protection) standards.
 - d. Receiving Party agrees to annual security reviews by Division, if requested, to verify the Receiving Party is compliance with security, data protection, data privacy standards.
 - e. Exchanged data shall have the follow limitations:
 - 1) Limited sharing of the exchanged information files to the minimum people required to complete the work on the dataset;
 - 2) Excess or relaxed data sharing is not allowed at any time; and
 - 3) Sharing of exchanged data with other parties not part of this agreement is strictly forbidden.
2. Data sharing will occur using a secure file transfer solution selected by Division. The secure file transfer solution must employ TLS 1.2 (or newer version) tunneling protocols to protect data in transit to and from the webpage and backend storage server.
 - a. The website will provide unique and User Name(s) to the Receiving Party to allow access to the file sharing solution and receive files.
 - b. The file to be shared will be sent within the system to the specified User Name(s).
 - c. Division and Receiving Party agrees to use strong passwords in accordance with the Nevada State Standard 118.
 - d. Data storage:
 - 1) Data will be stored on in an encrypted format, using AES-256 symmetric data encryption which is FIPS 140.2 compliance for strong data encryption.
 - 2) Access to unencrypted data will be limited to only those that require access to process and review transactions related this program.
3. Receiving Party shall create and maintain an audit log of received and delete data files.
 - a. The deletion log shall include the following minimum data elements:
 - 1) Name of file received
 - 2) Date/Time data was received
 - 3) Name of person that received that data
 - 4) Date/time data was deleted
 - 5) Name of person that deleted the data
4. Receiving Party will delete data that has not been used in 90 days.
 - a. Data must be deleted in such a way that it cannot be recovered regardless or storage medium, such as operating system files or in a database.
 - 1) Data files shall be:
 - a) Delete permanently by the operating system; and
 - b. Data must also be removed from backup sources used by the Receiving Party in the same way.

5. In Case of Breach of the Security of the System Data

"Breach of the security of the system data" is defined in this agreement using the definition of NRS 603A.020:

"Breach of the security of the system data" means unauthorized acquisition of computerized data that materially compromises the security, confidentiality or integrity of personal information maintained by the data collector. The term does not include the good faith acquisition of personal information by an employee or agent of the data collector for a legitimate purpose of the data collector, so long as the personal information is not used for a purpose unrelated to the data collector or subject to further unauthorized disclosure.

Security breaches can happen at any time and to any party in this agreement. It is best practice to be open with information sharing partners about the occurrence of breaches openly and quickly to allow all parties to check their systems for related issues.

Reporting of data breaches should only occur if:

1. The affected data was acquired from information exchanges pursuant to this agreement; or
2. If affected storage devices are storing data acquired from information exchanges pursuant to this agreement.

The data breach procedure is as follows:

1. The breached party will notify the other party within one (1) hour of breach discovery and will agree to provide a risk analysis based on the information known at that time.
2. The breached party will conduct an investigation and determine if laws were broken and if law enforcement agencies should be contacted.
 - 1) Each party is responsible for contacting applicable law enforcement agencies based on their jurisdictional requirements.

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3. A breach report will be sent to the non-breached party/parties within 5 business days with a shared plan to review the breach with other the party within 7 calendar days after sharing the breach report.

 4. Division Security Contact:
 - a. Name: DWSS Office of Information Security, ISO
 - b. Phone: (775) 684-8710
 - c. Email: welfsecurity@dwss.nv.gov
 - d. Hours of Operation: 8 AM – 5 PM (Pacific Time)

 5. Receiving (Subrecipient) Party Security Contact:
 - a. Name: _____
 - b. Phone: _____
 - c. Email: _____
 - d. Hours of Operation: _____

 6. Contact information of party whom Subrecipient will share/release SNAP Ed data:
 - a. Name: _____
 - b. Phone: _____
 - c. Email: _____
 - d. Hours of Operation: _____
6. In the event Subrecipient requests additional information which would constitute as:
- a. Personal Identifiable Information (PII), Subrecipient would be required to complete, at a minimum, annual training specifically focused on safe handling and use of PII.
 - b. Data belonging to a federal entity such as, but not limited to, the IRS or SSA, the Subrecipient would be required to comply with NIST 800 series security protocols, procedures, and guidance.

This provision does not prohibit a grantee or an applicant for a grant from providing information that is directly related to the grant or the application for the grant to the Division.

To comply with reporting requirements of the Federal Funding and Accountability Transparency Act (FFATA), the sub-grantee agrees to provide the Division with copies of all contracts, sub-grants, and or amendments to either such documents, which are funded by funds allotted in this agreement.

Compliance with this section is acknowledged by signing the subaward cover page of this packet.