



# Washoe County Notice of Award

Period of Performance	Project Name	Federal Award #	ALN (CFDA)	Dollar Amount	WC Internal Order (IO) #	Award ID #
9/16/25 – 9/30/26	Building Communities of Support	NA	NA	\$442,716	20561	WOARF24-00011

**Purpose of Award:**

The Reno Initiative for Shelter and Equality's Building Communities of Support (BCOS) program will address the needs of people who use drugs (PWUDs) in Washoe County through comprehensive harm reduction strategies, community engagement, and advocacy, led by the expertise and leadership of individuals with lived experience.

**Washoe County, Office of the County Manager**

UEI #: GPR1NY74XPQ5

**Program Manager**

Lauren Beal, Grant and Community Program Analyst  
lbeal@washoecounty.gov  
775 516 5635

**Subrecipient Name** (must match UEI registration)

Reno Initiative for Shelter and Equality (RISE)

**Fiscal Manager:**

Benjamin Castro, ben@renoinitiative.org

**Program Manager:**

**WC Office of the County Manager Address:**

1001 E. 9<sup>th</sup> Street, Building A  
Reno, Nevada 89512

**Subrecipient Address:**

PO Box 5254  
Reno, NV 89513-5254

**UEI #:** LE9DBNLGK274

**Payee Vendor #:** 111881

**Tax ID #:** 45-5617917

**Period of Performance:**

**Beginning Date:** 9/16/2025

**Ending Date:** 9/30/2026

**Award Match Summary** (if applicable):

**Percentage:** N/A and **Total Match Amt:** N/A

**Match category:** N/A

**Award Budget Summary**

Budget Category	
Personnel	\$266,760
Travel	\$6,440
Equipment	\$60,250
Supplies	\$68,800
Contractual/Consultant	\$0
Other Expenses	\$19,385
Admin	\$21,081
<b><u>Grant Total</u></b>	<b><u>\$442,716</u></b>

**State Pass Through Entity:** (if applicable)

State of Nevada Office of the Attorney General  
One Nevada Agreement

**Disbursement of Funds as follows:**

Payment will be made upon receipt and acceptance of reimbursement request, and any requested supporting documentation. A reimbursement request can only be made for actual expenditures specific to this award. Total reimbursement will not exceed **\$442,716** during the award period. Carryover of funding from year to year is not permitted.

## Section A – Assurances, Terms, and Conditions

Recipient shall collaborate with Washoe County to ensure that project activities and objectives are met.

2. Recipient may not use awarded funds for anything other than the awarded purpose. In the event recipient expenditures do not comply with this condition, the portion not in compliance must be returned to Washoe County.
3. Recipient shall submit reimbursement requests for expenditures only as approved in Section C – Budget Narrative. Any additional expenditures beyond the approved detail in the categorical budget amounts, without prior written approval by Washoe County, and/or by an award amendment, may result in denial of reimbursement.
4. Transferring funds between budgeted categories without written prior approval from Washoe County is prohibited under the terms of this award. Requests to revise approved budgeted amounts must be made in writing to Washoe County and provide sufficient narrative detail to determine justification.
5. Recipients are required to maintain **accounting records**, identifiable and trackable by the award number. Such records shall be maintained in accordance with the following:
  - a. Records may be destroyed not less than five years (unless otherwise stipulated) after the close of the grant award.
  - b. In all cases an overriding requirement exists to retain records until resolution of any audit questions relating to individual awards.
  - c. All records are subject to audit from local, state or federal personnel or designee.

**Accounting records** are defined as all records relating to the expenditure and reimbursement of funds associated with this award. Records required for retention include all accounting records and related original and supporting documents that substantiate costs charged to award activity.

6. Recipients are required to maintain **all project and programmatic records** including eligibility supporting documents, procurement supporting documentation, and progress/program reporting. These records must be maintained in accordance with accounting record requirements.
7. This award may be amended at when both parties agree to the amendment(s) in writing. Any amendment is subject to approval by both parties. Neither party may assign the amendment(s) without the express written consent of the other party.
8. Nevada Revised Statutes (NRS) Chapter 239 declares certain records and documents to be public documents. Unless documents or records are confidential or privileged, recipient agrees that this award and any records related to the performance of the duties described in this award and which are required to be provided to Washoe County by agreement may be public documents and may be available for distribution. The recipient gives express permission to make copies of the award and related documents.
9. The recipient shall timely disclose, in writing to the Washoe County program contact of this award, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this subgrant award. Failure to make required disclosures can result in award termination.
10. Any activities Recipient performs under this award will acknowledge the source of funds and that funding was provided through Washoe County.

11. When applicable, recipient agrees that any and all printed documents purchased or produced within the scope of this award will include the printed statement: "This publication (journal, article, etc.) was supported by Washoe County through the One Nevada Agreement allocation of the Washoe Opioid Abatement and Recovery Fund, grant # WOARF24-00003 and is solely the responsibility of the authors. It does not necessarily represent the official views of Washoe County."
12. No funding associated with this award will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:
  - a. any federal, state, County, or local agency, legislature, commission, council or board;
  - b. any federal, state, County, or local legislator, commission member, council member, board member, or other elected official; or
  - c. any officer or employee of any federal, state, County, or local agency, legislature, commission, council or board.
13. Recipients of this award must respond to all auditor inquiries. Washoe County is subject to inspection and audit by representatives of federal, state, and local audit agencies, or other appropriate entity required by law to audit the award to:
  - a. verify financial transactions and determine whether funds were used in accordance with applicable laws, regulations and procedures;
  - b. ascertain whether policies, plans and procedures are followed;
  - c. provide management with objective and systematic appraisals of financial and administrative controls, including information as to whether operations are carried out effectively, efficiently and economically; and
  - d. determine reliability of financial aspects of the conduct of the project.
14. Any audit of recipient expenditures will be performed in accordance with Generally Accepted Government Auditing Standards to determine there is proper accounting for and use of awarded funds. It is the policy of Washoe County (as well as federal requirement as specified in the required 2 CFR 200, **Subpart F**, all U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations) that each grantee annually expending \$1,000,000 or more in federal assistance have an annual audit prepared by an independent auditor in accordance with the terms and requirements of **Subpart F**.
15. Under the terms and conditions of this award, the recipient and contractors will maintain an active Unique Entity Identifier (UEI) throughout the entire approved period of performance.
16. Recipient certifies, by signing this agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any state or federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549 (3 CFR Part 1986 Comp., p.189), Executive Order 12689 (3 CFR Part 1989 Comp., p. 235) and 2 CFR part 1400, Government-wide Debarment and Suspension. This provision shall be required of every recipient receiving any payment in whole or in part from federal funds. The use of federal funds will be referenced on page 1 of this award.
17. Recipient must comply with all other applicable federal requirements, including:
  - a. 2 CFR Part 25, Universal Entity Identifier and Central Contractor Registration
  - b. 2 CFR Part 175, Award Term for Trafficking in Persons
  - c. 2 CFR Part 1401, Requirements for Drug-free Workplace
  - d. 41 U.S.C. § 6306, Prohibition on members of Congress Making Contracts with Federal

Government: No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any funds made to a corporation for the public's general benefit.

- e. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: recipients are encouraged to adopt and enforce policies that ban text messaging while driving.
- f. Pursuant to Executive Order 13043, 62 FR 19217, subrecipient agrees to adopt, and encourage its contractors to adopt and enforce, seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.
- g. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and Treasury's implementing regulations at 31 CFR Part 22, which prohibit discrimination on the grounds of race, color, or national origin under programs or activities receiving federal financial assistance.
- h. Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).
- i. The Fair Housing Act, Title VIII-IX of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, national origin, sex, familial status, or disability.
- j. 41 U.S.C. § 4712 (a), Enhancement of Recipient and Subrecipient Employee Whistleblower Protection. This award, related awards, and related contracts over the simplified acquisition threshold and all employees working on this award, related awards, and related contracts are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712 (c).
- k. 2 CFR Part 200, Appendix II, Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- l. Recipient agrees to comply with the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.
- m. Recipient agrees to comply with the Equal Employment Opportunity clause and abide by the provisions of Title VI and VII of the Civil Rights Act of 1984 (42 U.S.C. 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on basis of age; Section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of disabilities; and Nevada Revised Statute (NRS) 613.330 Equal Employment Opportunity.
- n. All recipient contractors will comply with Davis-Bacon Act, as amended (40 U.S.C. 3141-3144) (40 U.S.C. 3141-3148). When required by Federal program legislation, all contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act as supplemented by Department of Labor regulations (29 CFR Part 5, Labor Standards Provisions Applicable to Federally Financed or Assisted Construction).
- o. All recipient contractors will comply with Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by a non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a

provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5).

- p. Environmental Quality, the recipient and its contractors shall comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act, Title 42 U.S.C. 7401-7671q., Section 508 of the Clean Air Act, Title 33 U.S.C. 1368, Executive Order 11738 and, Title 40 CFR part 15 as well as Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). Violations must be reported to the Washoe County program contact and the Regional Office of the Environmental Protection Agency (EPA).
- q. The recipient shall comply with the Procurement of Recovered Materials, 2 CFR 200.322. A non-Federal entity that is a state agency or agency of political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the EPA at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- r. Recipient agrees to comply with all applicable requirements in 2 CFR Part 200, Subparts A Through D; 2 CFR Part 200, Subpart E Cost Principles; 2 CFR Part 25; 2 CFR Part 183 and 184.
- s. Recipient agrees to the Rights to Inventions made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement", the recipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made By Nonprofit Organizations and Small Business Firms under Government Grants, Contracts and Cooperative Agreements", and any implementing regulations issued by the awarding agency.

- 18. Any recipient receiving funding from Washoe County shall enroll and enter demographic data (including social security number) into the County's Homeless Management Information System (HMIS) if the majority of individuals receiving services operated by the funded program are experiencing homelessness.
- 19. Recipient shall disclose any existing or potential conflicts of interest relative to the performance of services resulting from this award. Washoe County reserves the right to disqualify any grantee on the grounds of actual or apparent conflict of interest. Recipients are responsible for notifying their program contact at Washoe County in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the recipient, the recipient employees, or the recipient's grantees in a position of conflict, real or apparent, between their responsibilities under this award and any other outside interests. Failure to resolve conflicts of interest in a manner that satisfies Washoe County may result in termination of award.
- 20. Recipient represents that it has obtained all rights, grants, assignments, conveyances, licenses, permissions, and authorizations necessary for or incidental to any materials owned by third parties supplied or specified by it for deliverables under this award, and that the use of any such third-party intellectual property does not infringe upon, violate, or constitute a misappropriation of any copyright,

trademark, trade secret, or any other proprietary right of any third party. The recipient will release Washoe County, its officers, agents and employees harmless from liability of any kind or nature, including the subrecipients use of any copyrighted or un-copyrighted composition, secret process, patented or un-patented invention, article or applicant, and any other intellectual property furnished or used in the performance of this agreement.

21. This award may be immediately terminated by Washoe County at any time during the performance period for the following reasons: 1) conduct that interferes with the administration of the grant; 2) illegal activity of any kind; 3) insolvency; 4) failure to disclose a conflict of interest; 5) influence by gratuity; 6) any other violations of the terms of the grant agreement; 7) performance below expectations without action to improve; and 8) substantiated fraud, abuse, or misappropriation of grant funds.
22. This award may be terminated by either party prior to the date set forth on the Notice of Award, provided the termination shall not be effective until 30 days after a party has served written notice upon the other party. This agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this award shall be terminated immediately if for any reason Washoe County, state, and/or federal funding ability to satisfy this award is withdrawn, limited or impaired.
23. No party shall be liable or responsible to the other Party nor be deemed to have defaulted under or breached the terms of this award for any failure or delay in fulfilling or performing any term of this award, when and to the extent such Party's (the impacted Party) failure or delay was caused by or results from the following force majeure event(s):
  - a) Acts of God;
  - b) Flood, fire, earthquake or other potential disasters or catastrophes such as epidemics, explosion or pandemics (such as COVID-19);
  - c) War, invasion, hostilities (war declared or not), terrorist threats or acts, riot or other civil unrest;
  - d) Government order, law or action;
  - e) Embargos or blockades in effect during the performance period of award;
  - f) National or regional emergency;
  - g) Strikes, labor shortages or slowdowns or other industrial disturbances; and
  - h) Shortage of adequate power or transportation facilities, and other similar events beyond the reasonable control of the impacted Party.
24. The County requires all recipients to establish and maintain appropriate licensing and insurance requirements consistent with federal, state and local regulations for activities, personnel etc. This is intended as the recipient organization accepting these funds are responsible to pay for loss or liability related any and all actions resulting from the receipt of these funds.
25. The County will not waive and intends to assert available defenses and limitations contained in Chapter 41 of the Nevada Revised Statutes. Any liability of both parties shall not be subject to punitive damages. Actual damages for County breach of this Agreement shall never exceed the amount of funds that have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.
26. All sections of this Agreement which by their nature should survive termination will survive termination, including without limitation, accrued rights to payment, confidentiality obligations, warranty disclaimers, duties of indemnification and limitations of liability.
27. All recipients are required to comply with applicable local, state, and federal confidentiality and privacy rules. Recipients shall collect, maintain, and transmit personal information about services in a manner that ensures security and protects individual privacy (e.g., use of identifiers instead of names or Social Security

numbers on information submitted to the County (or other). Any recipient that is a covered entity under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) shall also comply with the security and privacy safeguards set forth in Public Law 104-191. Such safeguards shall not restrict the County's access to protected health information which may be necessary to determine program compliance [45 CFR 164.512(d) (1) (iii)].

28. This agreement does not create an employee-employer relationship. Grantee expectation is that of an independent contractor, compliant with the terms and requirements contained.

#### **Special Terms and Conditions**

1. All activities will remain in alignment set forth in the One Nevada Agreement, Opioid Litigation Settlement Documents Use of Funds, and NRS 433.742. Recipient shall maintain relevant information to demonstrate that funds are used exclusively for the treatment and abatement of opioid use disorder and opioid misuse.
2. Recipient is required to stay consistent with local government requirements of NRS 338.1685 through NRS 338.16995 and other NRS associated.

## **Section B – Scope of Work**

1. Program Description: The Reno Initiative for Shelter and Equality's Building Communities of Support (BCOS) program will address the needs of people who use drugs (PWUDs) in Washoe County through comprehensive harm reduction strategies, community engagement, and advocacy, led by the expertise and leadership of individuals with lived experience. BCOS will embed Harm Reduction Outreach workers who have lived experience in communities to provide targeted outreach, safer use supplies, and overdose education (including rescue breathing) and naloxone distribution (OEND) to PWUD, develop an advisory council of PWUD to guide program activities, outreach, and education, provide community education on OEND, drug checking supplies, training on the SOS contaminated drug phone app, and engage families and communities in developing a destigmatizing and supportive environment for PWUD.

Goal 1	Action Step Descriptions	Performance Measure	Date to Begin	Due Date
<i>Goal: Increase access to culturally appropriate harm reduction services.</i>				
<i>Provide outreach and education to community members</i>	Provide overdose education to community members	# of individuals trained	10/1/2025	9/30/2026
	Establish Harm Reduction Outreach Workers in the community	#/% participants who report understanding how to prevent overdose		
	Host training events at community organizations	# of individuals trained	10/1/2025	9/30/2026
<i>Establish advisory council of people who use(d) drugs</i>	Recruit advisory council participants	# of Advisory Council Members	10/1/2025	9/30/2026
	Hold regular Advisory Council meetings to provide guidance on the Harm Reduction Outreach activities	# Advisory Council of meetings	10/1/2025	9/30/2026
<i>Provide access to safer use supplies and naloxone kits</i>	Distribute safer use supplies and naloxone kits	# naloxone kits distributed	10/1/2025	9/30/2026
	Operate a mobile van for exchanges of safer use supplies to consumers who cannot travel	# of safer use supplies distributed		



<i>People who use drugs connected to relevant services and supports</i>	Connect people who use drugs to ongoing services and supports	#/% of Individual who use opioids contacted and connected to additional services or supports #/% of Individual who use opioids contacted and connected to additional services or supports that use the services or supports	10/1/2025	9/30/2026
	Harm Reduction Outreach workers embedded in communities to provide linkages to care			

Goal 2	Action Step Descriptions	Performance Measure	Date to Begin	Due Date
<i>Goal: Develop sustainable outreach services</i>				
<i>Develop organizational capacity to provide and sustain outreach services</i>	Acquire mobile van	Acquire mobile van and establish fixed routes and locations	10/1/2025	9/30/2026
	Hire and train staff	# staff complete training		
	Develop organizational policies that promote long term sustainability	# of organizational policies developed and reviewed	10/1/2025	9/30/2026

## 2. Recipient Required Deliverables and/or Outcomes

a. Provide opioid overdose prevention outreach and education in each 12-month period. In each 12-month period, RISE will meet the following outcome goals:

- # of training events held: 6
- # of outreach contacts: 60
- # of individuals trained: 60
- # naloxone kits distributed: 120
- #/% participants who report understanding how to prevent overdose: 50/ 83%
- # of individuals who use Opioids contacted: 60
- #/% of Individual who use opioids contacted and connected to additional services or supports: 60/100%
- #/% of Individual who use opioids contacted and connected to additional services or supports that use the services or supports: 30/50

## 3. Recipient Reporting Requirements

a. Recipient agrees to submit quarterly progress reports on or before:

- iv. October 15, 2025;
- v. January 15, 2026;
- vi. April 15, 2026;
- vii. July 15, 2026;
- viii. October 15, 2026.

b. Recipient agrees to submit quarterly financial reimbursement requests on or before:

- iv. October 15, 2025;
- v. January 15, 2026;
- vi. April 15, 2026;
- vii. July 15, 2026;
- viii. October 15, 2026

Unless otherwise directed, the recipient must liquidate all obligations no later than 15 days after the end date of the performance period.

## 4. Recipient Monitoring

Recipients are monitored through quarterly progress reports that are reviewed and approved, ensuring completion of required scope of work and deliverables and/or outputs are being accomplished as expected. Recipient quarterly financial reimbursement requests will be reviewed and approved to ensure compliance with budget and cost principles. Washoe County conducts risk assessments to determine any additional monitoring necessary (i.e., site visits, desk audits etc.) and will be bulleted below.

- Reno Initiative for Shelter and Equality agrees to participate in Quarterly WOARF Collaborative Meetings. The in-person meetings will be held in the second month of the quarter (November, February, May, August). The purpose of the meetings is to promote ongoing collaboration among recipients of WOARF funds and enhance sustainability.

## 5. Recipient Reimbursement

Recipient quarterly reimbursement must be submitted, in the manner prescribed, to the recipient's program manager, or designee and in accordance with dates prescribed in Section B.3.

## 6. Recipient Match

If the award requires cash/in-kind match, all request for reimbursements must have supporting documentation that includes proof of match payment that is reasonable, allocable, and allowable under the terms of the award. Match must be separated and clearly labeled. A match 'dollar' (in-kind or cash) may not be used to provide match for more than one program.

Match provided by volunteer hours or equipment rental/usages must follow an established rate units/hours and the rates are determined by the local market. All equipment must be in good mechanical condition to be allowable. The volunteer per hour calculation is determined by the local market for the **specific volunteer activity** being provided.

## Section C – Budget Narrative

**Internal Instructions:** double-click on category table, once the embedded excel form displays, complete **BLUE** shaded areas. Red font areas will automatically populate with imbedded formula.

<u>Total Personnel Costs</u>		including fringe		<b>Total:</b>		<b>\$266,760</b>
-						
	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Months worked Annual</u>	<u>Amount Requested</u>
<u>Project Manager</u>	\$72,800.00	20.000%	100.00%	12	100.00%	\$87,360
The Project Manager is responsible for coordinating the PWUD advisory committee and outreach activities, HR functions, community engagement, data management, updating and delivering training/education, and supply inventory.						
<u>Outreach Navigator 1</u>	\$52,000.00	20.000%	100.00%	12	100.00%	\$62,400
Outreach Navigators ( could be CHW/PRSS) are responsible for distribution of safe use supplies and OEND across Washoe County in underserved areas, community in-reach, and delivering training and education.						
<u>Outreach Navigator 2</u>	\$52,000.00	20.000%	100.00%	12	100.00%	\$62,400
Outreach Navigators ( could be CHW/PRSS) are responsible for distribution of safe use supplies and OEND across Washoe County in underserved areas, community in-reach, and delivering training and education.						
<u>Contract Outreach Navigator</u>	\$52,000.00	\$ -	75.00%	12	100.00%	\$39,000
Outreach Navigators ( could be CHW/PRSS) are responsible for distribution of safe use supplies and OEND across Washoe County in underserved areas, community in-reach, and delivering training and education. This is a contract position to offer staff flexibility in underserved areas.						
<u>Contract Administrative Support</u>	\$62,400.00	0.000%	25.000%	12	100.00%	\$15,600
The Administrative Support staff is responsible for assisting with data entry, reports, financial management, grant management, requests for reimbursement, and financial reporting.						
-	-	-	-	-	-	-
<b>Total Fringe Cost</b>		<b>\$35,360</b>		<b>Total Salary Cost:</b>		<b>\$231,400</b>
<b>Total Budgeted FTE</b>		4.00000				

<b><u>Travel</u></b>				<b>Total:</b>		<b>\$6,440</b>
<b>In-State Travel</b>						<b>\$6,440</b>
<b><u>Origin &amp; Destination</u></b>	<b><u>Cost</u></b>	<b><u># of Trips</u></b>	<b><u># of days</u></b>	<b><u># of Staff</u></b>		
Motor Pool:(\$ car/day + ## miles/day x \$ rate per mile) x # trips x # days	\$0	0	0	0	\$0	
Mileage Year: (rate per mile x # of miles per r/trip) x # of trips x # of staff	\$0.70	2300	3	4	\$6,440	
Parking: \$ per day x # of trips x # of days x # of staff	\$0	0	0	0	\$0	
<b><u>Equipment</u></b>				<b>Total:</b>		<b>\$60,250</b>
Laptops (4 staff)	\$750.00	3 staff	\$2,250.00			
Transit Van	\$58,000	1	\$58,000.00			
<b><u>Supplies</u></b>				<b>Total:</b>		<b>\$68,800</b>
	Monthly expense	Number of Months	<b>Total</b>			
Storage unit rent for outreach supplies	\$150	12	\$1,800.00			
Safe use supplies from buyer's clubs and medical supply companies	\$7,000	1x	\$7,000.00			
Safe injection supplies from buyer's clubs and medical supply companies	\$5,000	12	\$60,000.00			
<b><u>Other</u></b>				<b>Total:</b>		<b>\$19,385</b>
Printing Services: \$ 50/mo. x 12.5 months	\$625					
Insurance (vehicle, liability, worker's comp)	\$5,000					
Vehicle Registration	\$500					
Google Voice Phone Line: \$ 10 mo. x 12 months x # 3 FTE	\$360					
Stipends for PWUD Advisory Group (10 members, 4 hours/month/each @\$25/each per hour, x 12 months)	\$12,000					
Community Health Worker or Peer Recovery Support Specialist Training \$300 per person for 3 staff	\$900					

TOTAL DIRECT CHARGES						\$421,635
<u>Admin Charges</u>			Admin Rate:	5.000%		\$21,081
TOTAL BUDGET				Total:		442716

EXPENSE CATEGORY	
Personnel	\$266,760
Travel	\$6,440
Equipment	\$60,250
Supplies	\$68,800
Contractual/Consultant	\$0
Other Expenses	\$19,385
Admin	\$21,081
TOTAL EXPENSE	\$442,716

**1. Additional Conditions for Equipment and Travel**

- a) Equipment purchased with these funds belongs to the federal, state, or the Washoe County divisional program from which this funding was appropriated. Recipient must receive disposal instructions from Washoe County prior to equipment transfer, disposal etc. All equipment purchased using funds from this award must comply with Recipient organization's written procurement policies or Washoe County's whichever is more strict. All equipment purchases must be maintained for their useful life for the purpose under the terms of this award.
- b) Travel expenses, per diem, and other related expenses must conform to the procedures and rates allowed in your organization's travel policy, or the Washoe County Travel Policy, whichever is more restrictive.

**2. Additional Conditions for Reimbursement**

The recipient agrees to request reimbursement according to the schedule specified in Section B.3 of this award. The reimbursement request must be for actual expenses incurred related to the Scope of Work identified in Section B and during the period of performance of this award.

- a) Requests for reimbursement, shall be accompanied by supporting documentation for the expense, including a line-item description of expenses incurred including details of recipient's non-cash match, and a line-item description of expenses incurred for each category as defined in Section C, Budget Narrative.
- b) The recipient agrees to provide additional expenditure details upon request from Washoe County.
- c) If there are no expenditures for the required reporting period, the subrecipient will send an email to notify the Washoe County program contact that there is "No reimbursement request for XXXX (reference time period)".
- d) Reimbursement for any allocable costs conducted in a fiscal year, July 1<sup>st</sup> through June 30<sup>th</sup>, must be received by Washoe County no later than July 15<sup>th</sup>, following the fiscal year in which the

expenditures occurred. Any reimbursement request received after this time period will be returned to the recipient and will not be reimbursed by Washoe County and all costs associated with the returned reimbursement will be absorbed by the recipient.

- e) All reports of expenditures and requests for reimbursements processed by Washoe County are SUBJECT TO AUDIT.
- f) The recipient agrees to have written financial management, procurement, travel, human resources, and inventory policies and a conflict of interest standard consistent (or more restrictive) with Washoe County's standards and policies.

**Additionally, the recipient agrees to provide:**

- g) A negotiated indirect rate (if applicable) consistent with the Washoe County Grant Policy.
- h) A final financial accounting of all expenditures to Washoe County within 30 days of the close of the period of performance. Any unobligated funds shall be returned, or if not already requested, shall be deducted from the final reimbursement.
- i) Upon production of all publications and materials produced with this award, copies will be sent to the Washoe County program manager, including electronic copies.
- j) In the event of termination, the recipient shall: 1) repay any outstanding advance; 2) not be reimbursed any expenditures that occurred after the termination effective date; 3) maintain equipment purchased with grant funds during the period of performance, through-out the life of the program, returning capital assets upon program closure; 4) surrender any and all documents related to the grant that Washoe County deems necessary; and 5) repay Washoe County all grant funds found to be unallowable costs.

## **Section D – Insurance, Hold Harmless and Indemnification Requirements for Award**

### **INTRODUCTION**

Washoe County has established specific insurance and indemnification requirements for nonprofit organizations contracting with the County to provide services, use County facilities and property, or receive funding.

Indemnification and hold harmless clauses and insurance requirements are intended to assure that a nonprofit organization accepts and is able to pay for a loss or liability related to its activities.

ATTENTION IS DIRECTED TO THE INSURANCE REQUIREMENTS BELOW. IT IS HIGHLY RECOMMENDED THAT ORGANIZATIONS CONFER WITH THEIR RESPECTIVE INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF INSURANCE CERTIFICATES AND ENDORSEMENTS AS PRESCRIBED AND PROVIDED HEREIN. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT THE COUNTY'S RISK MANAGEMENT DEPARTMENT DIRECTLY AT (775) 328-2665.

### **INDEMNIFICATION AGREEMENT**

RECIPIENT agrees to hold harmless, indemnify, and defend COUNTY, its officers, agents, employees, and volunteers from any loss or liability, financial or otherwise resulting from any claim, demand, suit, action, or cause of action based on bodily injury including death or property damage, including damage to RECIPIENT'S property, caused by the omission, failure to act, or negligence on the part of RECIPIENT, its employees, agents, representatives, or

Subcontractors arising out of the performance of work under this Agreement by RECIPIENT, or by others under the direction or supervision of RECIPIENT.

In the event of a lawsuit against the COUNTY arising out of the activities of RECIPIENT, should RECIPIENT be unable to defend COUNTY due to the nature of the allegations involved, RECIPIENT shall reimburse COUNTY, its officers, agents, and employees for cost of COUNTY personnel in defending such actions at its conclusion should it be determined that the basis for the action was in fact the negligent acts, errors or omissions of RECIPIENT.

## **GENERAL REQUIREMENTS**

RECIPIENT shall purchase Industrial Insurance, General Liability, and Automobile Liability as described below. The cost of such insurance shall be borne by RECIPIENT. RECIPIENT may be required to purchase Professional Liability coverage based upon the nature of the service agreement.

## **INDUSTRIAL INSURANCE**

It is understood and agreed that there shall be no Industrial Insurance coverage provided for RECIPIENT or any Sub-consultant by COUNTY. RECIPIENT agrees, as a precondition to the performance of any work under this Agreement and as a precondition to any obligation of the COUNTY to make any payment under this Agreement to provide COUNTY with a certificate issued by an insurer in accordance with NRS 616B.627 and with a certificate of an insurer showing coverage pursuant to NRS 617.210 for RECIPIENT and any sub-consultants used pursuant to this Agreement.

Should RECIPIENT be self-funded for Industrial Insurance, RECIPIENT shall so notify COUNTY in writing prior to the signing of this Agreement. COUNTY reserves the right to approve said retentions and may request additional documentation financial or otherwise for review prior to the signing of this Agreement.

It is further understood and agreed by and between COUNTY and RECIPIENT that RECIPIENT shall procure, pay for, and maintain the above-mentioned industrial insurance coverage at RECIPIENT'S sole cost and expense.

## **MINIMUM LIMITS OF INSURANCE**

RECIPIENT shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be increased to equal twice the required occurrence limit or revised to apply separately to each project or location.
2. Automobile Liability: \$ N/A combined single limit per accident for bodily injury and property damage. No aggregate limits may apply.
3. Professional Liability: \$1,000,000 per occurrence and as an annual aggregate.

## **DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions must be declared to and approved by the COUNTY Risk Management Division. COUNTY reserves the right to request additional documentation, financial or otherwise, prior to giving its approval of the deductibles and self-insured retention and prior to executing the underlying agreement. Any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy, must be approved by the COUNTY Risk Manager prior to the change taking effect.

## **OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

1. COUNTY, its officers, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of RECIPIENT, including COUNTY'S general supervision of RECIPIENT; products and completed operations of RECIPIENT; premises owned, occupied or used by RECIPIENT; or automobiles owned, leased, hired, or borrowed by RECIPIENT. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY, its officers, employees or volunteers.
2. RECIPIENT'S insurance coverage shall be primary insurance as respects COUNTY, its officers, employees and volunteers. Any insurance or self-insurance maintained by COUNTY, its officers, employees or volunteers shall be excess of RECIPIENT'S insurance and shall not contribute with it in any way.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to COUNTY, its officers, employees or volunteers.
4. RECIPIENT'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to COUNTY except for nonpayment of premium.

## **ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers with a Best's rating of no less than A-: VII. COUNTY, with the approval of the Risk Manager, may accept coverage with carriers having lower Best's Ratings upon review of financial information concerning RECIPIENT and insurance carrier. COUNTY reserves the right to require that RECIPIENT'S insurer be a licensed and admitted insurer in the State of Nevada, or on the Insurance Commissioner's approved but not admitted list.

## **VERIFICATION OF COVERAGE**

RECIPIENT shall furnish COUNTY with certificates of insurance and with original endorsements affecting coverage required by this exhibit. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be addressed to the specific COUNTY contracting department and be received and approved by the COUNTY before work commences. COUNTY reserves the right to require complete, certified copies of all required insurance policies, at any time.

## **SUBCONTRACTORS**

RECIPIENT shall include all Subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each Subcontractor. All coverages for Subcontractors shall be subject to all of the requirements stated herein.

## **MISCELLANEOUS CONDITIONS**



1. RECIPIENT shall be responsible for and remedy all damage or loss to any property, including property of COUNTY, caused in whole or in part by RECIPIENT, any Subcontractor, or anyone employed, directed or supervised by RECIPIENT.

2. Nothing herein contained shall be construed as limiting in any way the extent to which the RECIPIENT may be held responsible for payment of damages to persons or property resulting from its operations or the operations of any Subcontractor under it.

3. In addition to any other remedies COUNTY may have if RECIPIENT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, COUNTY may, at its sole option:

a. Order RECIPIENT to stop work under this Agreement and/or withhold any payments which become due RECIPIENT hereunder until RECIPIENT demonstrates compliance with the requirements hereof;

b. Terminate the Agreement.



## Award Signature Page:

Period of Performance	Project Name	Federal Award #	ALN (CFDA)	Dollar Amount	WC Internal Order (IO) #	Award ID #
9/16/25 – 9/30/26	Building Communities of Support	NA	NA	\$442,716	20561	WOARF24-00011
<b>Purpose of Award:</b> The Reno Initiative for Shelter and Equality's Building Communities of Support (BCOS) program will address the needs of people who use drugs (PWUDs) in Washoe County through comprehensive harm reduction strategies, community engagement, and advocacy, led by the expertise and leadership of individuals with lived experience.						

By accepting this award, it is understood that:

1. Activities and Expenditures must comply with 2 CFR part 200; part 25; part 183 and 184 in addition to all other appropriate local, state, and federal regulations.
2. The recipient of these funds agrees to comply with **Washoe County's Grant Instructions and Requirements**.
3. This award is subject to the availability of appropriate funds.
4. The recipient of these funds agrees to all assurances, terms and conditions in Sections A, B, C, and, D.

This agreement may be signed by the Parties hereto in counterparts with the same effect as if the signatories to each counterpart signed as a single instrument. All counterparts (when taken together) constitute an original of this award, with an effective date as approved by the Washoe County Board of County Commissioners.

Benjamin Castro Reno Initiative for Shelter and Equality Executive Director	 (signature)	9/4/2025 (Date)
Lauren Beal Grant and Community Program Analyst Office of the County Manager Community Reinvestment	 (signature)	9/5/2025 (Date)
Kate Thomas, Washoe County Manager (or designee)	 (signature)	 (Date)

By **resolution # R25-100**, approved by Washoe County, Board of County Commissioners (BCC):

BCC Member Name	TMP Reference	BCC Meeting Date
Chair, Alexis Hill	10328	9/16/2025