

FDP Subaward Amendment

Awarding Agency Department of Agriculture (USDA) Amendment No 1
 PTE/Prime Award No. 257NVNV5Q3903 Subaward No UNR-26-34

Pass-Through Entity (PTE) Subrecipient

Board of Regents NSHE obo University of Nevada, Reno Entity Name Washoe County, DBA: Northern Nevada Public Health
mhelm@unr.edu Contact Email schen@nnph.org
Macy Helm Principal Investigator Stephanie Chen
 Project Title FFY26 SNAP-Ed

Cumulative Budget Period(s)		Amount Funded This Action	Total Amount of Funds Obligated to Date
(Agreement Start Date)	(End Date of Latest Budget Period)		
Start Date: <u>10/01/2025</u>	End Date: <u>09/30/2026</u>	-\$20,359.20	\$81,346.77

Subrecipient Cost Share Subject to FFATA Subrecipient UEI (Unique Entity Identifier - May leave blank if unchanged from prior Agreement) GPR1NY74XPQ5

Amendment(s) to Original Terms and Conditions

This Amendment revises the above-referenced Subaward Agreement as follows:

Additional Budget Period

No Cost Extension

Additional Funding

Deobligation

Carryover is Not Applicable

Carryover Authorized

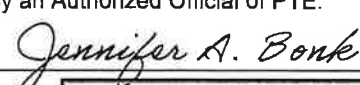
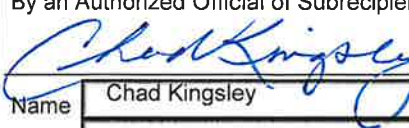
Detailed Budget/Scope of Work/Notice of Award Attached (Specify if the Budget and Scope of Work are "New", "Revised", or "Supplemental" in dropdown or "Other")

Other (See Below)

1- Funding is Decreased by the amount of \$20,359.20 for a total sum obligated to date of \$81,346.77, to be expended under the revised scope of work and budget attached hereto as Appendix A and Appendix B.
 2- Based on the budget reduction, grant activities were reduced, as reflected in the scope of work. SNAP-Ed staff have to be released by July 31, 2026. Final RFRs are now due by August 15, 2026 for sub-awards to meet the SNAP-Ed close out period, under the revised scope of work and budget attached hereto as Appendix A and Appendix B.
 3- In all other respects, the Sub-award Agreement 26-34 remains in full force and effect, and the terms and conditions thereof are incorporated herein by reference.

For clarity: all amounts stated in this amendment are in United States Dollars.

All other terms and conditions of this Subaward Agreement remain in full force and effect.

By an Authorized Official of PTE:		By an Authorized Official of Subrecipient:	
	Date <u>Mar 13, 2026</u>		Date <u>3-17-2026</u>
Name <u>Jennifer Bonk</u>		Name <u>Chad Kingsley</u>	
Title <u>Associate Director, Sponsored Projects</u>		Title <u>District Health Officer</u>	

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#4 Subaward: Northern Nevada Public Health (NNPH)

\$81,346.77

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: 10/1/2025 - 9/30/26

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 resources, skills, and local knowledge, enhancing the overall impact and efficiency of Nevada SNAP-Ed.

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 evaluation, along with audits, ensure that funds are used appropriately and that subgrantees meet their obligations.

Scope of Work: Implement nutrition education, health promotion, and PSE approaches in the ECE and Youth projects in Washoe County. See detailed scope of work document.

SALARIES:

\$58,291.45

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>% of Months worked</u>	<u>Requested Annual</u>
#1. Olivia Lane, Intermittent Hourly Health Educator (IH HE), PC8337	\$73,860.80	1.85%	48.00%	9	75.00%	\$27,081.80
#2. Siena Illa, Intermittent Hourly Health Educator (IH HE), PC8337	\$73,860.80	1.85%	4.25%	6	50.00%	\$1,598.58
#3. Amanda Santos, Health Educator II, (HE) PC9888	\$89,555.26	50.08%	5.25%	8	66.67%	\$4,704.16
#4. Stephanie Chen, Health Educator Coordinator, (HEC) PC10768	\$114,260.46	53.50%	12.808%	9	75.00%	\$16,848.08
#5. Melissa Shafer, Office Specialist PC11564	\$63,660.98	55.01%	14.00%	7	58.33%	\$8,058.83

CONTRACTS:

\$2,500.00

#1 CONTRACT: Washoe County Nutrition Services

Method of Selection: Sole source

Period of Performance: 10/1/2024-9/30/2025

Scope of Work: Nutrition services will prepare food samples for the Pick A Better Snack, Choose Health: Food, Fun, and Fitness and Color Me Healthy 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 personnel time to prepare food. Estimated \$25/hour x 40 hours.

Washoe County Nutrition Services: Personnel: A total of 16.5 hours have been worked, totaling \$603. Prep time for the spring is expected to exceed the current budget. NNPH estimates an additional \$1,500 will be required, increasing this line item from \$1,000 to \$2,500.	\$2,500.00
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Justification: Nutrition Services department administers the child nutrition programs for all schools in the Washoe County School District. Nutrition Services calculated the hourly rate at \$36.55. 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:

\$151.74

	<u>Cost/month</u>	<u>FTE</u>	<u>Months</u>	
Office supplies \$ 15 x .93 of FTE staff x # 12 mo.	\$15.00	0.84	12	\$151.74

NUTRITION EDUCATION MATERIALS:

\$9,040.00

Project 1 & 2: Early Care and Education and Youth

	Cost	Unit	
PABS, CHFFF, Color Me Healthy curricula materials for hands on interactive learning and food supplies outlined in the curriculum for up to 580 students.	\$5.17	580	\$3,000.00
Nutrition Education and Physical Activity Reinforcement Items: pencils, stickers, water bottles, jump ropes, etc. x 580 students and up to 1740 students and family members combined for family engagement. Items will be of nominal value of \$7 or less per item as outlined in the FY2025 SNAP-Ed plan guidance.	\$2.87	1740	\$5,000.00
Teaching materials to support healthy messaging and encourage regular movement during the school day (e.g., MyPlate, fitness games, etc.). \$20/classroom x 27 classrooms	\$20.00	27	\$540.00
Printing of program materials for teachers, students, families (e.g., curriculum, handouts, newsletters, surveys, etc.)	\$500.00		\$500.00

TRAVEL:

\$753.13

#1. Program Implementation from 1001 E. 9th St. Reno, NV 89512 to:

	Cost	# of trips	# of miles	# of Staff	
October - December Travel	\$0.70		373.5	1	261.45
12/15/25-1/11/26 Travel to post in Jan RFR	\$0.70		101.7	1	71.18
FY26 to Sites (89502, 89431, 89502)	\$0.725	40.0	13.0	1	\$377.00
FY26 to Sites (89502, 89431, 89502)	\$0.725	10.0	6	1	\$43.50

Justification: One/Two Health Educator(s) travels alone/together to sites for SNAP-Ed program delivery. NNPH staff will carpool to locations when possible. Mileage calculations using Google Maps will be provided as the sites are identified. \$332.63 has already been expended for travel from 10/1/25 - 1/11/26.

De Minimis Rate	DIRECT COST	\$70,736.32
15.00%	INDIRECT COST	\$10,610.45

State of Nevada
 Department of Health and Human Services
 Division of Social Services
 NOTICE OF SUBAWARD

SECTION B

Description of Services, Scope of Work and Deliverables

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

Note: The goals listed below refer to the specific goals outlined in Nevada's FFY 2026 SNAP-ED Annual State Plan, specific to the Subrecipient.

**Nevada SNAP-Ed Scope of Work for Subrecipient
 FFY26 (10/01/2025 through 9/30/2026)**

Q1 Evaluation:

Q3 Evaluation:

Q2 Evaluation:

Goal 3: Increase Fruit and/or Vegetable Consumption in SNAP-Eligible Nevadans			
Objective	Deliverables	Population	Subwardee Indicators
<p>Objective 3.1 By 5/31/26, 50% of participants who were assessed on available ECE curricula (CMH) will indicate an increased preference or willingness for healthy snacks (fruits and/or vegetables), after attending MULTI sessions and at post-test.</p> <p>PROJECT – 1</p>	<p>Activities</p> <p>3.1.1 Use FNS approved SNAP-Ed available curricula and assessment tools: - CMH - Preschool Snack Selection (UNR developed) - CMH Parent and Teacher Feedback</p> <p>Projected Reach ECE = 150</p>	<p>SNAP-eligible: ECE-children</p>	<p>UNR & DSS Evaluation</p> <p>PEARS Report & Evaluation Report</p> <p>Q1: Q2: Q3:</p>
		<p>- SNAP-Ed Indicator MT1 - YTD numbers of I: Identified (projected) P: Participated A: Assessed DO: Desired Outcome</p> <p>Q1 (INITIALS, mm/dd) I: P: A: DO:</p> <p>Q2 (INITIALS, mm/dd) I: P: A: DO:</p> <p>Q3 (INITIALS, mm/dd) I: P: A: DO:</p>	

<p>3.1.2 Distribute newsletters (English/Spanish as appropriate) and take home information to participating families; Nutrition Education Reinforcement Items (NERI) are also provided to participating children following weekly CMH lessons. Projected reach = 150</p>	<p>Activity logged in PEARS, including but not limited to: - activity_id - reported by - activity_id - channel_id - site_id - reach (unduplicated)</p>	<p>SNAP-eligible: - ECE children - Parents/caregivers (adults)</p>	<p>- SNAP-Ed Indicator MT1 - YTD numbers of I-1: Identified NERI names and projected quantities (e.g., 10 posters, 100 brochures). I-2: Identified recipient types and projected numbers (e.g., 100 caregivers, 50 ECE staff). P-1: NERI names and quantities distributed (e.g., 8 posters, 90 brochures). P-2: Recipient types and numbers receiving NERI (e.g., 85 caregivers, 45 ECE staff). Q1 (INITIALS, mm/dd) I-1: I-2: P-1: P-2: Q2 (INITIALS, mm/dd) I-1: I-2: P-1: P-2: Q3 (INITIALS, mm/dd) I-1: I-2: P-1: P-2:</p>	<p>PEARS Report & Evaluation Report Q1: Q2: Q3:</p>
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Goal 3: Increase Fruit and/or Vegetable Consumption in SNAP-Eligible Nevadans				
Objective	Activities	Deliverables	Population	Subardee Indicators
<p>Objective 3.2 By 5/31/26, 50% of participants who were assessed on available YOUTH curricula (CHIFF, PABS) will indicate a consumption of fruits or vegetables as a snack at least once a day in the past week, after attending MULTI sessions and at post-test.</p> <p>PROJECT – 2</p>	<p>3.2.1 Use FNS approved SNAP-Ed available curricula and assessment tools: - CHIFF and PABS - 3rd-8th Youth Series Survey</p> <p>Projected reach: - PABS: K-2nd = 165 - CHIFF: 3rd-5th = 265</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>UNR & DSS Evaluation PEARS Report & Evaluation Report</p> <p>Q1: Q2: Q3:</p>
	<p>3.2.2 Distribute newsletters (English/Spanish as appropriate) and take home information to participating families; Nutrition Education Reinforcement Items (NERI) are also provided to participating youth following weekly PABS or biweekly CHIFF lessons.</p> <p>Projected reach: - PABS: K-2nd = 495 (165x3) - 3rd-5th = 795 (265x3)</p>	<p>Activity logged in PEARS, including but not limited to: - activity_id - reported_by - activity_id - channel_id - site_id - reach (unduplicated)</p>	<p>SNAP-eligible -Youth -Youth parents/caregivers</p>	<p>UNR & DSS Evaluation PEARS Report & Evaluation Report</p> <p>Q1: Q2: Q3:</p>

Goal 4: Reduce Consumption of Sugar-Sweetened Beverages and Food Items in SNAP-Eligible Nevadans				
Objective	Activities	Deliverables	Population	Subwardtee Indicators
<p>Objective 4.1 By 5/31/26, 75% of participants who were assessed on available YOUTH curricula (CHFFF, PABS) will report consuming sugar-sweetened beverages on 0 to 3 days in the past week, after attending MULTI sessions and at post-test.</p> <p>PROJECT – 2</p>	<p>4.1 Use FNS approved SNAP-Ed available curricula and assessment tools: - CHFFF and PABS - 3rd-8th Youth Series Survey</p> <p>Projected reach: - PABS: K-2nd = 165 - CHFFF: 3rd-5th = 265</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><i>UNR & DSS Evaluation</i> PEARS Report & Evaluation Report Q1: Q2: Q3:</p>
				<p><i>Subwardtee Indicators</i> - SNAP-Ed Indicator MT1 - YTD numbers of I: Identified (projected) P: Participated A: Assessed DO: Desired Outcome</p> <p>Q1 (INITIALS, mm/dd) I: P: A: DO:</p> <p>Q2 (INITIALS, mm/dd) I: P: A: DO:</p> <p>Q3 (INITIALS, mm/dd) I: P: A: DO:</p>

Goal 6: Increase Physical Activity (PA) Participation in SNAP-Eligible Nevadans					
Objective	Activities	Deliverables	Population	Subwardlee Indicators	UNR & DSS Evaluation
<p>Objective 6.1 By 5/31/26, 44% of participants who were assessed on available YOUTH curricula (CHFFF, ESBAT, GWFV), and PABS) will report engaging in PA 5 to 7 days (most days or every day) in the past week, after attending MULTI sessions and at post-test.</p> <p>PROJECT – 2</p>	<p>6.1.1 Use FNS approved SNAP-Ed available curricula and assessment tools: - CHFFF and PABS - 3rd.gth Youth Series Survey Projected reach: - PABS: K-2nd = 165 - CHFFF:3rd-5th = 265</p>	<p>PEARS's indicators are not limited to: - program_id (Cohort ID) - reported_by - site_id - session(class)_start_date - session(class)_end_date - primary_curriculum - participants_total (unduplicated)</p>	<p>SNAP-eligible: -Youth</p>	<p>- SNAP-Ed Indicator MT1 - YTD numbers of I: Identified (projected) P: Participated A: Assessed DO: Desired Outcome Q1 (INITIALS, mm/dd) I: P: A: DO: Q2 (INITIALS, mm/dd) I: P: A: DO: Q3 (INITIALS, mm/dd) I: P: A: DO:</p>	<p>PEARS Report & Evaluation Report Q1: Q2: Q3:</p>
<p>By 5/31/26, implements available ECE curricula (CMH) for PA and monitor and report annual outcome.</p> <p>PROJECTS – 1</p>	<p>6.1.2 Uses FNS approved SNAP-Ed available curricula, CMH and implement PA. Projected ECE children reach = 150</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 ECE children</p>	<p>- SNAP-Ed Indicator MT1 - YTD numbers of I: Identified (projected) P: Participated A: Assessed, and DO: Desired Outcome Q1 (INITIALS, mm/dd) I: P: A: DO: Q2 (INITIALS, mm/dd) I: P: A: DO: Q3 (INITIALS, mm/dd) I: P: A: DO:</p>	<p>PEARS Report & Evaluation Report Q1: Q2: Q3:</p>

FFY26:

Progress	
Successes	
Barriers	
Other	

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

Quarterly Report Q1: January 15TH

Quarterly Report Q2: April 15TH

Quarterly Report Q3: June 15TH

Acronyms and Definitions

CHFF	Choose Health Food, Fun, and Fitness
CMH	Color Me Healthy
DE	Direct Education
Deliverables	Deliverables as reported in PEARS or as established in this report
ECE	Early Care and Education
ESBAT	Eating Smart Being Active for Teens
Evaluation	DSS Evaluation
Indicators	Measures as reported in PEARS or as established in this report
NNPH	Northern Nevada Public Health
PABS	Pick a Better Snack
PEARS	Program Evaluation and Reporting System
Population	Targeted Population
SNAP	Supplemental Nutrition Assistance Program
SNAP-Ed	Supplemental Nutrition Assistance Program Education
YTD	Year to Date