



## **Invoice Submission Deadline for Federal Fiscal Year 2015**

All remaining Federal Fiscal Year (FFY) 2015 invoices must be submitted by December 1, 2015 and clearly marked "Final Invoice", indicating that all payment obligations of the State under the Grant/Contract have ceased and that no further payments are due or outstanding. Invoices submitted beyond the deadline listed above will not be processed for payment. As a reminder, invoices should be submitted to:

[NEOPBFiscalRequest@cdph.ca.gov](mailto:NEOPBFiscalRequest@cdph.ca.gov).

For further information, contact your assigned Contract Manager.

## **SNAP-Ed Program Advisory Team Member Nominations**

The vision for the Supplemental Nutrition Assistance Program - Education (SNAP-Ed) Program Advisory (SPA) Team of the Nutrition Education and Obesity Prevention Branch (NEOPB) is a state and local health department collaboration that meets to most effectively inform planning and implementation of SNAP-Ed projects, and to strengthen the partnership between the NEOPB and the Local Health Departments (LHDs).

As a follow-up to this month's All LHD Call/Webinar and subsequent email communication, NEOPB is accepting nominations for LHD SPA members through Tuesday, November 24, 2015. To complete a nomination, visit <https://www.surveymonkey.com/r/R9QGKMX> and complete the form. LHD SPA Members serve the term of October 1 – September 30. Self-nominations are accepted with the support of one additional SNAP-Ed director in his/her service area.

Selected LHD SPA members represent the following service areas:

- 1) North Coast and Cascades (Butte, Colusa, Glenn, Humboldt, Lake, Mendocino, Shasta, Siskiyou, Tehama, Trinity)
- 2) San Francisco Bay Area (Alameda, Berkeley, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Sonoma)
- 3) Delta and Gold Country (El Dorado, Nevada, Placer, Sacramento, San Joaquin, Stanislaus, Sutter, Yolo, Yuba)
- 4) Central Coast (Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz)
- 5) Central Valley (Fresno, Kern, Kings, Madera, Merced, Tulare)
- 6) Greater Los Angeles (Long Beach, Los Angeles, Pasadena, Orange, Ventura)
- 7) Inland Desert (Imperial, San Bernardino, San Diego, Riverside)
- 8) Very Small and Rural (Alpine, Amador, Calaveras, Del Norte, Inyo, Lassen, Modoc, Mono, Plumas, Tuolumne)

Snapshot of LHD SPA Member Roles and Responsibilities:

- Provide strategic advice on programmatic issues impacting the delivery of SNAP-Ed programs.
- Participate in the scheduled monthly teleconferences.
- Serve as a liaison and conduit for information-sharing between NEOPB and LHDs.
- Facilitate regular communication opportunities with LHD counterparts within their designated service area.

For questions regarding the SNAP-Ed Program Advisory Team, please contact [Caroline.Kurtz@cdph.ca.gov](mailto:Caroline.Kurtz@cdph.ca.gov).

## NEOPB Training Resources

Check out the [NEOPB Training Resources](#) webpage for the latest training related information and calendar of scheduled [NEOPB events](#)

### [NEOPB Event Highlights for November and December](#)

- CX3 Reassessment Year Orientation for LHD's – November 18
- San Diego- Painting Preschool Playgrounds for Movement (Stencil Kits) – December 1
- S.N.A.P., Crackle, and Learner-Centered Education – December 2
- Webinar- Painting Preschool Playgrounds for Movement (Stencil Kits) - December 8
- Let's Get Fiscally Fit: FFY 2016 SNAP-Ed Fiscal and Administrative Training – December 8
- 2016 SNAP-Ed LIAF: Evaluation Overview - December 9
- FFY 16 SNAP-Ed Program Training: Guidelines for Growing Healthy Communities – December 9
- A,B,Cs of Healthy Retail: Fundamentals for Designing a Healthy Retail Program – December 15
- Let's Get Cooking: Making Your Food Demo Sizzle – December 16
- Recruiting and Engaging Youth – December 16
- The Nuts and Bolts of Subs and Solicitations – December 17

## New 2015 SNAP-Ed County Profiles

The link to the new 2015 SNAP-Ed County Profiles is now posted on the NEOPB website main page. You can access your county's profile at the profile page: [SNAP-Ed County Profiles](#). The SNAP-Ed County Profiles Data Sources and Definitions document is still being updated.

For any questions please contact Mike Yuan at [Mike.Yuan@cdph.ca.gov](mailto:Mike.Yuan@cdph.ca.gov).

## CA Champions for Change is on Pinterest

It's official, California Champions for Change is on Pinterest! Please visit <https://www.pinterest.com/cachampions/> to like and follow us. Pinterest boards include healthy dishes, after-school snacks and family fitness.

For more information, please contact John Pacheco at [John.Pacheco@cdph.ca.gov](mailto:John.Pacheco@cdph.ca.gov).

## New Project Officer - Christine Fenlon

Christine Fenlon has joined the Local Agency Support Section of the NEOP Branch and brings a wealth of knowledge in the field of public health programs, research, and academia. She has worked with various local health agencies as a health education specialist, Director of Heart-At-Work program with the American Heart Association, Project Director of Tobacco Education funded by California Department of Public Health's Tobacco Control Branch, Project Manager at Purdue University, and Project Manager at the University of California, San Francisco. She has extensive experience with training, technical assistance, program monitoring, research, and curriculum development. She is the new Project Officer for San Mateo, Yuba, Santa Clara, Modoc, Calaveras, and Pasadena. Please join us in welcoming Christine to the NEOPB team!

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## SNAP-Ed Local Implementing Agency Forum – January 13-14

Thanks to all who participated on the November 9<sup>th</sup> webinar about the Integrated Work Plan (IWP) template. For those who could not participate, the webinar was recorded and is available on the Forum website.

The second webinar, scheduled for December 9<sup>th</sup> from 10:00-11:30 AM, will be a follow up opportunity to ask questions about the IWP template. The California Department of Social Services issued a survey after our webinar on the 9<sup>th</sup> – so please take some time to review the IWP template and talk with your LIA partners, and respond to the survey by November 20<sup>th</sup>. If you have not done so, [please register for the second webinar here](#).

By now, we hope that you have had time to review the website for the Forum and have started making travel arrangements. If you have not already done so, please register. The Forum will take place in Sacramento at the DoubleTree Hotel. A block of rooms will be held until December 22<sup>nd</sup> – all remaining rooms will be released at that time.

Please review the [Forum website](#) for more information and links to register. We will continue to add information as it becomes available. Also, watch for information posted to the website about important materials to bring with you to the Forum – for example your FFY16 integrated work plan – to help with the Forum sessions. We will continue to update Forum registrants via email about the upcoming event.

If you have any questions about this event, please contact your Project Officer.

## SNAP-Ed NEOPB FFY 17-19 Guidance/Funding Application Request Informational Conference Call

On October 21, 2015 NEOPB held a conference call to introduce the SNAP-Ed NEOPB FFY 17-19 Guidance/Funding Application Request (FAR). The forms and documents posted with the FAR and the details of the submission process were discussed. The call included a question and answer session that had good participation. The presentation PowerPoint slides and webinar recording have been posted on the NEOPB website at this link: <http://www.cdph.ca.gov/programs/NEOPB/Pages/SNAP-EdFundingApplicationGuidanceFFY2017-2019.aspx>. All questions and answers of this call are captured within this recording.

If you have additional questions regarding the FFY 2017-2019 Funding Application Request, please contact your assigned Contact Manager or Project Officer.

## SNAP-Ed Documentation of Staff Time and Effort

Standards for documenting staff time and effort have changed with 2 CFR 200.430 (i) starting in FFY 2016. Please refer to the FFY16 SNAP-Ed Guidance for more information regarding documentation of staff time and effort. The Fiscal and Administrative Guidelines Manual, Section 600, has been updated regarding the changes.

For further information, contact your assigned Contract Manager.

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## Stakeholders' Continued Communication

NEOPB hosted the fifth and final quarterly SNAP-Ed Stakeholders' Meeting on Monday, October 26, 2015 in Sacramento, California. As a reminder, NEOPB convened these quarterly meetings in response to adopted trailer bill language of the 2014 California State Budget.

NEOPB will continue to communicate with funded partners and stakeholders using the following methods:

- Continue to update the NEOPB Partners and Stakeholder [Webpage](#) with pertinent resources and information
- Maintain and monitor the dedicated email box [NEOPBStakeholders@cdph.ca.gov](mailto:NEOPBStakeholders@cdph.ca.gov).
- Implement the [NEOPB Partnership Plan](#) which includes regular communications with local and statewide partners
- Organize and convene conferences (PDM, SIA/LIA Forum), calls, webinars, and workgroups
- Disseminate e-newsletters and program letters
- Provide technical assistance through NEOPB staff (assigned Project Officers and Contract Managers)
- Post the State Plan submitted to USDA Western Regional Office (WRO) outlining NEOPB SNAP-Ed work for the federal fiscal year annually on the NEOPB website:  
<http://www.cdph.ca.gov/programs/cpns/Pages/SNAP-EdPlanFFy2015.aspx>
- Post the annual Final Report generated for the WRO on the NEOPB website which outlines NEOPB's progress in achieving overall goals, statewide outcomes, and the impact of local interventions  
<http://www.cdph.ca.gov/programs/NEOPB/Documents/FFY13%20Final%20Report.pdf>
- Post NEOPB Strategic Plan for 2017-2020 on the website once completed and vetted

NEOPB staff regularly attends meetings and communicates with:

- California Conference of Local Health Officers
- County Health Executives Association of California
- California Conference of Local Health Department Nutritionists
- External Strategic Planning Workgroup
- NEOPB Evaluation Taskforce

As a follow-up to the October 26, 2015 Stakeholders' Meeting, we have posted the meeting's PowerPoint presentation to the [NEOPB Partners and Stakeholders webpage](#).

Your continued engagement and positive contributions to California's nutrition education and obesity prevention efforts are valued and appreciated.



# CDPH/NEOPB Project Directors Meeting

Hilton Sacramento – Arden West  
November 3-4

2015

Thank you to all the Local Health Department Project Directors and staff who attended the 2015 NEOPB Project Directors Meeting, November 3-4, 2015 in Sacramento, California. NEOPB brings together its Local Health Department SNAP-Ed grantees once a year to share the latest NEOPB programmatic and administrative updates for implementing SNAP-Ed activities year-round.

Session PowerPoints are [now available](#) on the Project Directors Meeting website.

Please take 5 minutes to complete the meeting evaluation survey (your unique survey link was sent on November 4, via email). The evaluation survey deadline is Friday, November 20.

Congratulations to all the “*LHD Champion*” awardees that were recognized during the meeting:

| Category                  | Award   | Awardees  |
|---------------------------|---|---|
| Fiscal and Administrative | “No Findings” LHD Management Evaluation       | Los Angeles County  |
| Fiscal and Administrative | 100% Fiscal Expenditure Rate                  | San Diego County  |
| Programmatic              | Model FFY 16 Integrated Work Plans            | Calaveras, Fresno, Long Beach, Los Angeles, Marin, Merced, Orange, San Diego, San Francisco, Yuba Counties            |
| Media and Communications  | Most added value FYY 15                       | Kern County and Monterey County   |
| Media and Communications  | LHD that did the most Signature Events FFY 15 | Marin County and Solano (Napa) County   |
| Research and Evaluation   | Most outstanding evaluation FFY 15            | Small County – Imperial<br>Large County - Orange  |
| Research and Evaluation   | Most improved evaluation from FFY14 to FFY15  | Sacramento County   |
| Programmatic              | Integrated Work Plan Coordinator Recognition  | Integrated Work Plan Coordinators in each County that NEOPB Local Health Department (received a standing recognition) |



For CalFresh information, call 1-877-847-3663. Funded by USDA SNAP-Ed, an equal opportunity provider and employer. Visit [www.CaChampionsForChange.net](http://www.CaChampionsForChange.net) for healthy tips.