

## **Addendum 1:**

**Sub-granting Expectations:** There are minimum sub-granting recommendations and requirements for Local Health Departments (LHDs). Sub-granting is required in Federal Fiscal Year (FFY) 2014 and thereafter for counties receiving \$500,000 or more in grant funds with 30 to 50 percent of their grant funds going to local organizations. LHDs must balance having sufficient capacity within their agencies while ensuring funds get to local partners/agencies to reach the target population and advance change. The following types of organizations should be prioritized: schools (e.g. county office of education, larger school districts), community based organizations (e.g. serving youth, ethnic groups, neighborhoods, etc.), and cities. Other types of organizations may be appropriate based on local needs.

Exception to sub-contracting rule for 2014: ***Pasadena, Humboldt, Placer, Yolo, and Madera are exempt from the sub-contracting requirement. They were previously funded below the \$500,000 threshold and the enhanced funding for 2014 increased to above the threshold but would not have allowed time to prepare sub-contracting. The five counties noted as an exception can sub-contract voluntarily if they choose.***

For all the LHDs originally required to subcontract at 30% because their original (base) funding was > \$500,000, the 30percent subcontracting requirement only applies to their original base funding amount.

**Staffing Requirements:** The size and expertise of the LHD staff will depend in large part on their funding level. Language specific and cultural competencies are needed for reaching California's diverse population, along with skills in marketing, health promotion, community engagement, business, and retail. However, the California Department of Public Health (CDPH)/*Network for a Healthy California (Network)* requires the following minimum staffing for all LHDs receiving funds:

- One full-time Project Director. The Project Director must have a Masters in Public Health (MPH) or equivalent degree, or three years of experience as a Public Health Project Director.
- Nutrition expertise (Registered Dietitian [R.D.]) must be part of the staffing of this grant, should the Project Director not have this expertise. A minimum of one 0.5 full time equivalent (FTE) is strongly recommended.
- Evaluation expertise must be accessible to this grant for ensuring ongoing and as-needed competence for evaluating program effectiveness.
- Adequate fiscal and administrative support.

***FAP Document Due Date Clarification:*** To clarify which counties will follow the renewing FAP process with a due date of May 30, 2013: Alameda, Monterey, Shasta, Lake, and City of Long Beach.

The counties with continuing contracts with a FAP due date of May 6, 2013: Nevada, Tehama, Yuba, Sutter, Mendocino, Marin, Humboldt, Placer, Madera, Yolo, San Luis Obispo, Santa Cruz, Imperial, Butte, Solano, Sonoma, Merced, San Mateo, Santa Barbara, Stanislaus, Ventura, San Francisco, Tulare, Contra Costa, San Joaquin, Kern, Santa Clara, Fresno, Sacramento, Riverside, San Bernardino, Orange, San Diego, Los Angeles, City of Berkeley, and City of Pasadena.

The other counties are considered Very Small Rural Clusters and additional communication will be provided to Very Small Rural Clusters regarding the direction for submission of the application at a later date.