State of California—Health and Human Services Agency
California Department of Public Health

MARK B HORTON, MD, MSPH
Director

ARNOLD SCHWARZENEGGER
Governor

December 15, 2009

TO: PROJECT COORDINATORS
NETWORK FOR A HEALTHY CALIFORNIA (*NETWORK*)

SUBJECT: PROGRAM LETTER (PL) #10-01
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM-EDUCATION (SNAP-ED) COSTS FOR CATERING AND MEALS AT MEETINGS

Effective December 14, 2009, per United States Department of Agriculture (USDA) no meals may be provided or catered at *Network* meetings or conferences with USDA funds either by California Department of Public Health (CDPH), or by its contractors or subcontractors, including our university affiliates. Any invoices for such meal services provided to the *Network* after December 14th will not be reimbursed. Attendees of *Network* conferences, meetings, trainings, working lunches, or dinners are required to pay for their meals through registration fees, per diem claims to their sponsoring agencies, or out of pocket.

Invoices currently on hand will be honored for payment, per USDA instructions. Please ensure that no further expenses for meals or catering are incurred and that current proposed contracts are changed to reflect these new guidelines. Please contact your Contract Manager for adjusting current budgets if applicable. Expenditures after December 14, 2009, will not be reimbursed by CDPH.

Sincerely,

Kathleen Acree

Kathleen H. Acree, MD, JD, MPH, Chief
Cancer Control Branch