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Director

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



EDMUND G. BROWN JR.
Governor

October 12, 2011

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

SUBJECT: PROGRAM LETTER #11-07
LOCAL INCENTIVE AWARDEE (LIA) GUIDELINES MANUAL (GM)
UPDATE

The *Network* has had some significant changes, changes that impact the Fiscal Section of the LIA GM.

The Fiscal Section of the LIA GM will now be called the *Network Local Projects Guidelines Manual*, as of October 1, 2011. The *Network Local Projects Guidelines Manual* will go through periodic revisions based on United States Department of Agriculture (USDA) Supplemental Nutrition Assistance Program Education (SNAP-Ed) Plan Guidance.

The Healthy, Hunger Free Kids Act of 2010 became retroactively effective on October 1, 2010. The Act includes a provision that will change the name of the USDA SNAP-Ed program to the Nutrition Education and Obesity Prevention Grant (NEOP), according to a USDA Program Letter dated January 19, 2011.

Please note that green font represents all changes in the manual and all pages reflect the October 1, 2011, revision date.

Changes to the Fiscal Section, *Network Local Projects Guidelines Manual*, include:

1. Name change to *Network Local Projects Guidelines Manual*.
2. Updated Table of Contents.
3. Addition of new information on the Federal Fiscal Year (FFY) 2012 provision for renewing and continuing contracts through the entire Fiscal Section of the Guidelines Manual.
4. State share will not be applicable for the FFY 2012 budget year. Instead, a new type of contribution, "soft in-kind," will be used to complement federal funding. The *Network* will notify contractors of all the future updates through program letters.

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5. New information and definitions apply to all equipment purchased with federal share funds for the purpose of the *Network* program.
6. Updated Appendix with revised list of appendices.
7. Section IV: Allowable and Unallowable Costs.

Please visit the online Guidelines Manual, for updates:

<http://www.cdph.ca.gov/programs/cpns/Pages/GuidelinesManual.aspx>

Please visit the online Fiscal Section, *Network Local Projects Guidelines Manual*, for all updates:

<http://www.cdph.ca.gov/programs/cpns/Pages/FiscalGM.aspx>

The changes will take effect immediately unless otherwise stated. The *Network* will notify contractors of all updates and future changes to the funding provisions imposed by The Healthy, Hunger Free Kids Act on all renewing and continuing contracts, as direct by USDA, and will provide further guidance for the upcoming FFY 2013 as it becomes available.

If you have any questions, please contact your assigned Contract Manager.

Sincerely,

A handwritten signature in blue ink that reads "Kathleen Acree". The signature is written in a cursive style.

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