

County of Santa Cruz

Contract 122980

HEALTH SERVICES AGENCY

P.O. BOX 962, 1080 EMELINE AVENUE SANTA CRUZ, CA 95061 (831) 454-4066 FAX: (831) 454-4770

HEALTH SERVICES AGENCY ADMINISTRATION

April 7,2003

AGENDA: April 29,2003

APPROVED AND FILED BOARD OF SUPERVISORS

DATE: 1905 COUNTY OF SANYA CRUZ SUSAN A. MAURIELLO

BOARD OF SUPERVISORS County of Santa Cruz 701 Ocean Street Santa Cruz, CA 95060

EX-CAPPED /CLERK OF THE BOARD

BY CHICALY PURCE

RE: Approve Community Alliance with Family Farmers Agreement related to the Nutrition Network Incentive Award

Dear Members of the Board:

On November 5, 2002, your Board approved an agreement with the California Department of Health Services (DHS) for the Nutrition Network Incentive Award in the amount of \$316,576 for the period of October 1, 2002 through September 30, 2003. Included in the DHS agreement was a provision for a subcontract with Community Alliance with Family Farmers. Due to a change in the subcontract as negotiated with DHS, it is now necessary to approve *the* amended subcontract with Community Alliance with Family Farmers in the amount of \$96,358.

The Nutrition Network Incentive Award program came about through a collaborative effort of the Children's Food and Fitness Coalition. The Coalition's goal is to help improve the nutrition, fitness and health of children and families through education, advocacy, policy development and collaboration with community partners. Coalition community partners include the County's Child Health and Disability Prevention Program (CHDP), Women Infants and Children (WIC) Program, Salud Para La Gente, Central Coast Alliance for Health, Pajaro Valley Unified School District, Watsonville Community Hospital, California Alliance for Family Farmers and the Monterey County Health Department. The agreement with the Community Alliance with Family Farmers will provide for a variety of nutrition education interventions and promotional services related to the grant. The attached agreement will provide the services described in our previous report and would be effective October 1, 2002, when the grant activities began.

No new county funds are needed to fund the activities associated with the Nutrition grant.

SANTA CRUZ COUNTY BOARD OF SUPERVISORS INDEX SHEET

Creation Date: 4/18/03

Source Code: HSAXX Agenda Date: 4/29/03 INVENUM: 52607

Resolution(s):

Ordinance(s):

Contract(s): 22980

Continue Date(s):

Index: --Letter of Health Services Agency dated April 7, 2003

--Standard County/agency Provisions

--Scope of Services --Sub-Contractor Budget

Item: 50. APPROVED agreement with the Community Alliance with Family Farmers under the

Nutrition Network Incentive Award, effective October 1, 2002, in the amount of \$96,358; and authorized the Health Services Agency Director to sign, as

recommended by the Health Services Agency Director

It is, therefore, RECOMMENDED that your Board:

1. Approve the attached agreement with the Community Alliance with Family Farmers under the Nutrition Network Incentive Award, effective October 1, 2002, in the amount of \$96,358 and authorize the Health Services Agency Director to sign.

Sincerely,

Rama Khalsa, Ph.D.

Health Services Agency Director

RECOMMENDED:

County Administrative Officer

Attachments: ADM-29 and Agreement with Community Alliance with Family Farmers

DG:GK:jb

cc: County Administrative Office

County Counsel Auditor-Controller HSA Administration

Public Health Administration

Children's Food and Fitness Coalition

COUNTY OF SANTA CRUZ REQUEST FOR APPROVAL OF AGREEMENT

TO:	Board of Supervisors County Administrative Office Auditor Controller	FROM: BY:	HEALTH Signature certifie	<u> </u>		(Signature) Y L	Department)
AGRE	EMENTTYPE (Check One)		Expenditure Agre	eement 🛚	Revenue Agree	ment 🗌	
me Bo	pard of Supervisors is hereby requeste	dto approve the	attached agreeme	ent and authorize	the execution of s	ame.	
an	d agreement is between the <u>HEALT</u> d <u>COMMUNITY</u> ALLIANCE WITH	FAMILY FAR	MERS, 406 Ma	min St., #2	14, Watsonvi	95070 lle, CA (Nan	6 ne/Address)
	e agreement will provide <u>nutritio</u>			ons and pro	motional ser	vices under	the
	<u>utri</u> tion Network Incentiv			_	4-7-1		
3. Per	riod of the agreement is from <u>Octo</u>	ber 1, 2002		to Septem	ber 30, 2003		
4. An	ticipated Cost is \$ 96,358			Fixed 🗌 Mont	hly Rate 🗌 Annu	ıal Rate 🖺 Not t	o Exceed
Re	marks:						
5. De	tail: On Continuing Agreements Lie Section II No Board ktter re Board letter requ Revenue Agreem	equired, will be list ired	Page CC sted under Item 8	Contract: No	0:(OR KI 1º Time	Agreement
6. Ap	propriations/Revenues are available ar	nd are budgeted i	n 362851	_	(Index)	3665	(Sub object)
	NOTE: IF APPROP	PRIATIONS ARE IN	ISUFFICIENT, ATT	ACHED COMPLE	TED AUD-74 OR A	UD-60	
	are, have	e been	Con	trage Nov	2980		HARMON WHITE THE PARTY AND ADDRESS.
Appro	are not available and will	be encumb	ered. By:_	Auditor-Confidence	<u></u>	Date:	1/05
Propo	sal and accounting detail reviewed and	approved. It is	recommended tha	it the Board of S	Supervisors approve	e the agreement a	and authorize
HEAL	TH SERVICES AGENCY	(C	ept/Agency Head) to execute on b	oehalf of the	of the observer	
BEAL	TH SERVICES AGENCY DIRECT	OR				(Depart	ment/Agency)
Date	: <u>4/15/03</u>		Ву: _	ounty Administr	ative Office		Towns standing papers
Distri	ibution: Board of Supervisors - White Auditor Controller – Canary Auditor-Controller – Pink Department – Gold	proved_by_said	a duz Musició ex-offició nia, do hereby cer	tify that the fore ors as recomme	ard of Supervisors egoing request for a nded by the Count on	approval of accept	ment was an-
	ADM - 29 (8/01) Title I, Section 300 Proc Man	By: Deputy Cle	LAS PL	inila			
AUD	ITOR-CONTROLLER USE ONLY						The same of the same of the same of
CO_	\$ 17 A	11			W		147
	Document No. JE Amount	Line	s H/TI	•	Keyed By	Date	
TC1:	10 Auditor Description	\$ Am	ount	Index	/_ Sub object	User Code	50
							U

The COUNTY OF SANTA CRUZ through the HEALTH SERVICES AGENCY - PUBLIC HEALTH 1080 Emeline Avenue, P.O. Box 962, Santa Cruz CA 95061-0962

hereinafter called COUNTY and:

COMMUNITY ALLIANCE WITH FAMILY FARMERS 735 Chestnut Street Santa Cruz, California 95060-3731

hereinafter called CONTRACTORfor: nutrition education interventions and promotion services

WHEREAS CONTRACTOR possesses certain skills, experience, education and competencyto perform the special services and, COUNTY desires to engage CONTRACTOR for such special services upon the terms provided; and

WHEREAS pursuant to the provisions of California Government Code, Section 31000 the BOARD OF SUPERVISORS of COUNTY is authorized to enter into an agreement for such services.

NOW, THEREFORE, the parties here to do mutually agree as set forth in:

EXHIBIT

Α Standard County/ Agency Provisions

В Standard (Division) Provisions

C Scope of Services

D Budget, Fiscal and Payment Provisions

X Revisions

Said exhibits attached hereto are incorporated into this Agreement by this reference.

INWITNESS THEREOF, COUNTYAND CONTRACTOR have executed this Agreement to be effective:

October 1,2002 through September 30,2003

CONTRACTOR

COUNTY

Approved as to Form:

County Counsel

Approved as to Insurances?

suffix: 01

362851 Index: Subobject: 3665 Amount: \$96,358

Total Contract Amount: \$96.358

Risk Management Division

Distribution: Clerk of the Board **Auditor-Controller Health Services Agency** Contractor

EXHIBIT A - STANDARD COUNTYIAGENCY PROVISIONS

- 1. <u>TERM</u>. The term of this contract shall be from October 1, 2002 until September 30, 2003 unless terminated by either party in accordance with Paragraph 2 of this Exhibit.
- 2. <u>EARLY TERMINATION</u>. Either party hereto may terminate this contract at any time by giving thirty (30) days written notice to the other party.
- 3. <u>INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS</u>. CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 3 and 4 shall include, without limitation, its officers, agents, employees and volunteers) from and against:
- a. Any and all claims, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon them for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR's performance under the terms of this agreement, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property (ies) of CONTRACTOR and third persons.
- b. Any and all Federal, State, and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR's officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).
- 4. <u>INSURANCE</u>. CONTRACTOR, at is sole cost and expense, and for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR's insurance coverage and shall not contribute to it.
- If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement.
- a. Types of Insurance and Minimum Limits
 - 1. Worker's Compensation in the minimum statutory required coverage amounts.
 - 2. Automobile Liability Insurance for each of CONTRACTOR's vehicles used in the performance of this Agreement, including owned, non-owned (e.g., owned by CONTRACTOR's employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage.
 - 3. Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000~00combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.
 - 4. Professional Liability Insurance in the minimum amount of \$1,000,000.00.
- **b.** Other Insurance Provisions
 - 1. If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonable affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed reasonable.

EXHIBIT A - STANDARD COUNTYIAGENCY PROVISIONS

2. All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as additional insureds as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

3. All required insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to: County of Santa Cruz, Health Services Agency, Purchasing/Claims, 1080 Emeline Avenue, Santa Cruz, CA 95060."

- c. CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to: County of Santa Cruz, Purchasing/Claims, 1080 Emeline Avenue, Santa Cruz, CA 95060.
- 5. <u>EQUAL EMPLOYMENT OPPORTUNITY</u>. During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:
- a. CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation, and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. CONTRACTOR agrees to post in conspicuous places available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.
- b. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:
 - 1. CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business enterprises in CONTRACTOR's solicitations of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Divisions.
 - 2. In the event of CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further Agreements with the COUNTY.
 - 3. CONTRACTOR shall cause the foregoing provisions of Subparagraph 5 to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- 6. <u>NONASSIGNMENT OF AGREEMENT</u>. CONTRACTOR shall not assign this Agreement to a third party without the written consent of COUNTY. Any assignment without such written consent shall automatically terminate this Agreement.

EXHIBIT'A - STANDARD COUNTYIAGENCY PROVISIONS

- 7. <u>SUBCONTRACTS</u>. All subcontracts of CONTRACTOR for provisions of services covered under this Agreement shall be notified of CONTRACTOR's relationship to COUNTY. Any subcontract which is in excess of one-thousand dollars (\$1,000.00), other than those expressly identified in Exhibit C ("Scope of Work or Services Provided"), shall have prior written approval of COUNTY's Administrator. CONTRACTOR shall provide, upon request of COUNTY, copies of all subcontracts relating to this Agreement entered into by CONTRACTOR. As primary contractor under this Agreement, CONTRACTOR has legal responsibility for performance of all contract terms, including those services provided by subcontractors.
- 8. <u>PRESENTATION OF CLAIMS</u>. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.
- 9. <u>RETENTION AND AUDIT OF RECORDS</u>. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.
- 10. <u>DISALLOWANCE AND RESPONSIBILITY FOR AUDIT EXCEPTIONS</u>. CONTRACTOR is responsible for knowledge of, and compliance with, all COUNTY, State and Federal regulations applicable to expenditure of funds under the terms of this Agreement. In the event CONTRACTOR claims and receives payment from COUNTY which is later disallowed based on an audit performed by the COUNTY, the State of California or the United States government, CONTRACTOR shall promptly refund the disallowed amount to COUNTY on request, or at COUNTY'S sole option, COUNTY may offset the amount disallowed from any payment due or to become due to CONTRACTOR under this Agreement. CONTRACTOR also agrees to assume all responsibility for receiving, replying to, and complying with any audit exceptions by the COUNTY, State or Federal audit agency.
- 11. <u>INDEPENDENT CONTRACTOR STATUS FACTORS</u>. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (worker's compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

<u>PRINCIPAL TEST</u>: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) in the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) the skill required in the particular occupation is substantial rather than slight; (e) the CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and workplace; (f) the length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) the method of payment of CONTRACTOR is by the job rather than by the time; (h) the work is part of a special or permissive activity, program or project, rather than part of the regular business of COUNTY; (I) CONTRACTOR and COUNTY believe they are creating an independent relationship rather than an employer-employee relationship; and (j) the COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each party certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

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EXHIBIT A - STANDARD COUNTYIAGENCY PROVISIONS

- 12. <u>ACKNOWLEDGMENT</u>. CONTRACTOR shall acknowledge in all reports and literature that the Santa Cruz County Board of Supervisors has provided funding to the CONTRACTOR.
- 13. <u>INTEREST OF CONTRACTOR</u>. CONTRACTOR covenants that is presently has no interest, including but not limited to, other projects or independent contractors, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. CONTRACTOR further covenants that in the performance of this agreement no person having any such interest shall be employed or retained by it under this Agreement.
- 14. <u>POLITICAL ACTIVITIES PROHIBITED</u>. None of the funds, provided directly or indirectly, under this Agreement shall be used for any political activities or to further the election or defeat of any candidate for public office. CONTRACTOR shall not utilize or allow its name to be utilized in any endorsement of any candidate for elected office. Neither the contract nor any funds provided thereunder shall be utilized in support of any partisan political activities for or against the election of candidates for an elected office.
- 15. <u>LOBBYING</u>. None of the funds provided under this contract shall be used for publicity or propaganda purposes designed to support or defeat any legislation pending before State or Federal legislatures or the Board of Supervisors of the COUNTY to an extent other than allowed under applicable federal tax regulations for tax exempt corporations pursuant to 26 C.F.R. Section 501(c)(3)-(ib)(3).
- 16. <u>CONFORMANCE TO REGULATIONS</u>. CONTRACTOR shall perform this Agreement in conformance with applicable Federal, State and local rules and regulations, including applicable facility and professional licensure and/or certification laws.
- 17. <u>CONFORMANCE TO LAW</u>. This Agreement shall be construed and interpreted according to the laws of the State of California, the United States of American and the ordinances of the County of Santa Cruz.

18.	<u>LIVING WAGE</u> .	This agreement is covered under Living Wage provisions if this sect	tion is
	initialed by COUNTY_		

This agreement is subject to the provisions of Santa Cruz County Code Chapter 2.122, requiring payment of a living wage to covered employees, <u>if item #18 above is initialed by the COUNTY</u>. Non-compliance during the term of the contract will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.

If a contract for Living Wage covered services in excess of \$50,000 is terminated prior to its expiration, any new contract with a subsequent contractor for the same services must include this term:

"CONTRACTOR shall make best efforts to offer employment to qualified employees of the prior contractor for the performance of this contract. Such efforts shall not be required in regard to employees who are (1) exempt under the Fair Labor Standards Act, (2) family members of the prior contractor, (3) employed by the prior contractor for less than six months, or (4) convicted of a job-related or workplace crime. Upon request by the COUNTY, the CONTRACTOR shall demonstrate to the COUNTY that good faith efforts have been made to comply with this provision."

EXHIBIT B - STANDARD PUBLIC HEALTH PROVISIONS

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Page B-1

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EXHIBIT C - SCOPE OF SERVICES

Agreement	Number:	

1. <u>DUTIES OR SERVICES PROVIDED</u>.

CONTRACTOR agrees to provide nutrition education interventions with pilot schools and nutrition education promotion through community and regional coalition organizing as described in the attached Scope of Work (Exhibit C-1), which by this reference is made part of this agreement. All work performed under this agreement shall be accomplished in accordance with the State Standard Agreement No. 02-25537, which by this reference is made part of this agreement.

Scope of Work

Contract No.: Santa Cruz County Health Services Agency 02-25537

 ${
m X}$ Institutional/Organizational X Individual X Interpersonal: Social/Groups Social Ecological Model:

X Community

X Policy/Environmental

California Dept of Education Demographic, 74% (8,589/11,553 students living in Pajaro Valley Unified School District qualify for Free or WIC Program Data, 6800 clients in Santa Cruz County of which 5200 are children age 0-5 years and 1600 are pregnant, breastfeeding, or postpartum women. reduced Price school meals.) Low Income Data Source:

Life in Santa Cruz County Community Assessment Project Comprehensive Report Year 7,2001, Nutritional Status 0-17 years Latino 13.4% with low hemoglobin; 15.4% Latino with weight and height above 95%. 90% are Latino.

ME ar)	5003	2003	2003
TIMEFRAME (Month/Year)	October 1, 2002 – September 30, 2003	October 1, 2002 – September 30, 2003	October 1, 2002 – September 30, 2003
EVALUATION MEASURES	Pre and Post 24-hour recall survey of randomized selection from target population	Schedule of classes, Garden activities with nutrition theme; lesson materials and activities; narrative documentation	Pre and post survey developed in house in collaboration with the farmer
WHO IS Performing Activity	Classroom teachers Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor	Classroom teachers Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor	Community Health Educator Community Alliance with Family Farmers (CAFF)
	rof rs of	rs	se nof om 3-
ACTIVITIES'	GOAL #1: To increase the number of Santa Cruz County family members who consume at least 5 servings of fruits and vegetables per day.	OBJECTIVE 1.1: By September 30, 2003, between 1200 and 1700 students of MacQuiddy, Hall, and Alianza Elementary schools will receive nutrition education interventions at local farms, farmers markets, and during school classes and school events.	Invite local farmers to come to six pilot classrooms to educate and promote the consumption of fresh fruits and vegetables from local agriculture; participate in 3- 6 visits to the farm; promote downtown farmers market.

Sub-Contractor: Community Alliance with Family Farmers

Exhibit C-1

Scope of Work

Contract No.: Santa Cruz County Health Services Agency 02-25537

X Individual X Interpersonal: Social/Groups X Institutional/Organizational Social Ecological Model:

California Dept of Education Demographic, 74% (8,589/11,553 students living in Pajaro Valley Unified School District qualify for Free or X Policy/Environmental X Community reduced Price school meals.) Low Income Data Source:

WIC Program Data, 6800 clients in Santa Cruz County of which 5200 are children age 0-5 years and 1600 are pregnant, breastfeeding, or postpartum women. 90% are Latino.

Life in Santa Cruz County Community Assessment Project Comprehensive Report Year 7,2001, Nutritional Status 0-17 years Latino 13.4% with low hemoglobin; 15.4% Latino with weight and height above 95%.

October 1, 2002 – September 30, 2003	October 1, 2002 – September 30, 2003	October 1, 2002 – September 30, 2003	October 1, 2002 – September 30, 2003 ongoing
Narrative description of regional activities.	Narrative description of regional activities.		Activity Log, Meeting Notices, Agendas, strategic plan document
Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor	Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor CAFF Staff	Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor CAFF Staff	Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor CAFF Staff
GOAL #2: To increase collaborative partnerships to expand nutrition education/physical activity opportunities to low-income families • Santa Cruz County.	OBJECTIVE: By September 30, 2003, support community, regional and statewide efforts toward nutrition education/physical activity promotion by participating in 1-2 regional coalitions and 3-5 meetings/trainings.	 Support community and statewide efforts toward nutrition education and physical activity promotion by participating with Children's Food and Fitness Coalition. 	 A. Attend meetings and provide input to planning of nutrition education/physical activity promotion. B. Participate in community activities and provide nutrition education/physical activity
Food Stamp recipients and other low income Pajaro Valley residents consisting of: 92% Latino or Hispanic 6% Caucasian 0.4% African-American 0.6% Asian/Pacific Islander 0.8% Native American/Alaskan	Food Stamp recipients and other low income Pajaro Valley residents	Food Stamp recipients and other low income Pajaro Valley residents	Food Stamp recipients and other low income Pajaro Valley residents

Sub-Contractor: ___Community Alliance with Family Farmers___

Exhibit C-1

Scope of Work

Contract No.: Santa Cruz County Health Services Agency 02-25537

X Policy/Environmental X Community X Individual X Interpersonal: Social/Groups X Institutional/Organizational Social Ecological Model:

Low Income Data Source: _ California Dept of Education Demographic, 74% (8,589/11,553 students living in Pajaro Valley Unified School District qualify for Free or reduced Price school meals.)

WIC Program Data, 6800 clients in Santa Cruz County of which 5200 are children age 0-5 years and 1600 are pregnant, breastfeeding, or postpartum women. 90% are Latino.

Life in Santa Cruz County Community Assessment Project Comprehensive Report Year 7,2001, Nutritional Status 0-17 years Latino 13.4% with low hemoglobin; 15.4% Latino with weight and height above 95%.

-	
	October 1, 2002 – September 30, 2003 – ongoing
	Agendas, sign-in sheets, and minutes, food and nutrition policy documents
	Program Coordinator Administrative/Health Educator Assistant Community Health Educator Nutrition/Garden Instructor CAFF Staff.
promotion resources to local programs, including participation in and promotion of National 5 A Day week. C. Assist in the preparation of a comprehensive community-wide strategic plan that would include flyer, logo and CFFC message, to impact healthy eating and physical activity behaviors in the target population	2. Assist in the development of site-based School Nutrition Advisory Councils (SNAC) that will include an administrator, teachers, parents, school staff, students, and community members to meet 4-6 times per year to evaluate program activities and objectives, plan future activities, improvements and expansion of program and work with stakeholders in developing food and nutrition policies.
	1200-1700 Low-income students enrolled at MacQuiddy Elementary, Hall District Elementary , and Alianza Elementary schools

EXHIBIT D - BUDGET, FISCAL AND PAYMENT PROVISIONS

- 1. <u>COMPENSATION</u>. In consideration for CONTRACTOR providing services described in Exhibit C -1 (Scope of Work), COUNTY agrees to pay as follows: **an amount not to exceed \$96,358** as detailed in the attached Program Budget (Exhibit D-1), which by this reference is made part of this agreement. Total contract amount is based on and limited to the availability of funding via the State Standard Agreement No. 02-25537. If funding from the State Agreement is reduced or eliminated, the amount available for services provided under this agreement will likewise be reduced or eliminated. No COUNTY funds will be used to fund services under this agreement.
- MONTHLY PAYMENT. CONTRACTOR may elect to receive compensation advanced in monthly installments of 1112th of the maximum contract amount as shown in Exhibit D, Paragraph 1 above. CONTRACTOR assures that a cash advance is needed each month in order to provide the contracted services. Payment may be less than the above 1/12th amounts if there is a cash carry-over from the prior month which indicates that CONTRACTOR does not need the full advance amount to support the program's cash flow during the month. CONTRACTOR may be allowed a carry-over amount from month to month, not to exceed the 1/12th monthly allocation, upon COUNTY approval. Any unused funds exceeding the carry-over base shall be offset against the next months advance. No single monthly payment shall exceed 1/12th of the Maximum Allocation unless there have been payments of less than 1/12th of such amount for any prior month of the agreement term. To the extent that there have been such lesser payments, the resultant savings may be used to pay monthly billings which exceed 1/12th of the Maximum Allocation. Justification to COUNTY shall be required for advance in excess of these amounts prior to approval of claim for such excess. The cash advance will not be used to provide working capital for non-County programs, and when possible the advance will be deposited in an interest bearing account, and the interest used to reduce program costs.
- 3. <u>PARTIAL PERFORMANCE</u>. In the event less than all services are performed in a proper and timely manner, CONTRACTOR shall be paid only the reasonable cost for the services performed for the payment period as determined by COUNTY'S Administrator.
- **4.** <u>BUDGET CONTROL</u>. With prior written approval of COUNTY, CONTRACTOR may adjust cost among budget line items or add/delete line items as long as the total amount of the contract is not exceeded.

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Sub-Contractor Name: Community Alliance with Family Farmers (CAFF)
Contract Number: Santa Cruz County Health Services Agency 02-25537

EXHIBIT D-1 Sub-Contractor Budget October 1,2002 through September 30,2003

	TOTAL
A. PERSONNEL SALARIES	\$ 44,471
B. FRINGE BENEFITS @ approximately 20 % of Personnel Costs	\$ 8,894
SUBTOTAL (Equals total personnel expenses-Sum of lines A-B)	\$ 53.365
C. OPERATING EXPENSES	<u>\$ 18.677</u>
D. EQUIPMENT EXPENSES	\$ 4,892
E. TRAVEL AND PER DIEM	\$ 4,449
F. SUBCONTRACTS (Itemize if total exceeds \$50,000 and attach subcontractor budget(s))	<u>\$_</u>
G. OTHER COSTS (Itemize if total exceeds \$50,000)	\$ 3,889
TOTAL OF DIRECT COSTS (Sum of line items A through G excluding SUBTOTAL line)	\$ 85,272
H. INDIRECT COSTS @ approximately 13% of total direct costs.	11,086
TOTAL EXPENSES	<u>\$ 96,358</u>