

PACT Coalition for Safe and Drug Free Communities

(hereinafter referred to as PACT)

NOTICE OF SUBAWARD

Program Name: PACT Coalition for Safe and Drug Free Communities (PACT)		Subrecipient's Name: Clark County Department of Clinical & Community Services –Parenting Project																							
Address: 1210 S Valley View Blvd #114 Las Vegas, NV 89102		Address: 3900 Cambridge St. #203 Las Vegas, NV 89119																							
Subaward Period: July 1, 2025, through December 31, 2025		Subrecipient's: <div style="display: flex; justify-content: space-between;"> <div>EIN: 88-6000028</div> <div>Vendor #: _____</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Dun & Bradstreet: 083782953</div> <div>_____</div> </div>																							
Purpose of Award: To provide evidence-based prevention strategies within Clark County.																									
Region(s) to be served: <input type="checkbox"/> Statewide <input checked="" type="checkbox"/> Specific county or counties: <u>Clark County</u>																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Approved Budget Categories:</th> </tr> </thead> <tbody> <tr> <td>1. Personnel</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td>2. Travel</td> <td></td> </tr> <tr> <td>3. Operating</td> <td></td> </tr> <tr> <td>4. Equipment</td> <td></td> </tr> <tr> <td>5. Contractual/Consultant</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>6. Training</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>7. Other</td> <td></td> </tr> <tr> <td>TOTAL DIRECT COSTS</td> <td style="text-align: right;">\$10,000.00</td> </tr> <tr> <td>8. Indirect Costs</td> <td></td> </tr> <tr> <td>TOTAL APPROVED BUDGET</td> <td style="text-align: right;">\$10,000.00</td> </tr> </tbody> </table>		Approved Budget Categories:		1. Personnel	\$10,000.00	2. Travel		3. Operating		4. Equipment		5. Contractual/Consultant	\$0.00	6. Training	\$0.00	7. Other		TOTAL DIRECT COSTS	\$10,000.00	8. Indirect Costs		TOTAL APPROVED BUDGET	\$10,000.00	FEDERAL AWARD COMPUTATION: Total Obligated by this Action: \$ 0.00 Cumulative Prior Awards this Budget Period: \$ 0.00 Total Federal Funds Awarded to Date: \$ 0.00 Match Required <input type="checkbox"/> Y <input checked="" type="checkbox"/> N Amount Required this Action: \$ 0.00 Amount Required Prior Awards: \$ 0.00 Total Match Amount Required: \$ 0.00 Research and Development (R&D) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N Budget Period: July 1, 2025 through December 31, 2025 Project Period: July 1, 2025 through December 31, 2025 FOR AGENCY USE, ONLY	
Approved Budget Categories:																									
1. Personnel	\$10,000.00																								
2. Travel																									
3. Operating																									
4. Equipment																									
5. Contractual/Consultant	\$0.00																								
6. Training	\$0.00																								
7. Other																									
TOTAL DIRECT COSTS	\$10,000.00																								
8. Indirect Costs																									
TOTAL APPROVED BUDGET	\$10,000.00																								
Source of Funds: Substance Abuse Primary Prevention State Funds	% Funds: 100%	CFDA:	FAIN:																						
Grant #: SG-2026-00022		Grant Award Date by Agency: July 1, 2025																							
Agency Approved Indirect Rate: N/A		Subrecipient Approved Indirect Rate: 0%																							
Terms and Conditions: In accepting these grant funds, it is understood that: <ol style="list-style-type: none"> This award is subject to the availability of appropriated funds. Expenditures must comply with any statutory guidelines, the DHHS Grant Instructions and Requirements, and the State Administrative Manual. Expenditures must be consistent with the narrative, goals and objectives, and budget as approved and documented. The subrecipient must comply with all applicable Federal regulations. Quarterly progress reports are due by the 10th of each month following the end of the quarter, unless specific exceptions are provided in writing by the PACT Project Coordinator: October and January. Subrecipients who have a Board of Directors are required to submit quarterly the minutes from these meetings, unless specific exceptions are provided in writing by the PACT Project Coordinator: October and January. Financial Status Reports and Requests for Funds must be submitted monthly by the 10th of each month before end of business day (5pm), unless specific exceptions are provided in writing by the PACT Project Coordinator. 																									
Incorporated Documents: Section A: Grant Conditions and Assurances. Section B: Audit Information Request. Section C: Current/Former State Employee Disclaimer. Section D: Confidentiality Addendum; and Section E: Program Requirements		Attachment A: Scope of Work Attachment B: Budget																							
Authorized Sub-Recipient Official's Name Title (Please Print)		Signature	Date																						
PACT Chief Executive Officer, Jamie Ross																									

SECTION A

GRANT CONDITIONS AND ASSURANCES

General Conditions

1. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating, or establishing the relationship of employer/employee between the parties. The Recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. PACT Coalition for Safe and Drug Free Communities (hereafter referred to as "PACT") shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance as the Recipient is an independent entity.
2. Neither party waives any right or defense to indemnification that may exist in law or equity.
3. PACT or Recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, and signed by a duly authorized representative of both organizations. Such amendments shall not invalidate this Agreement, nor relieve or release PACT or Recipient from its obligations under this Agreement.
 - PACT may, in its discretion, amend this Agreement to conform with federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both PACT and Recipient.
4. Either party may terminate this Agreement at any time by giving written notice to the other party of such termination and specifying the effective date thereof at least 30 days before the effective date of such termination. Partial terminations of the Scope of Work in Section B may only be undertaken with the prior approval of PACT. In the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, reports, or other materials prepared by the Recipient under this Agreement shall, at the option of PACT, become the property of PACT, and the Recipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.
 - PACT may also suspend or terminate this Agreement, in whole or in part, if the Recipient materially fails to comply with any term of this Agreement, or with any of the rules, regulations or provisions referred to herein; and the PACT may declare the Recipient ineligible for any further participation in PACT's grant agreements, in addition to other remedies as provided by law. In the event there is probable cause to believe the Recipient is in noncompliance with any applicable rules or regulations, PACT may withhold funding.

Grant Assurances

A signature on the cover page of this packet indicates that the applicant is capable of and agrees to meet the following requirements, and that all information contained in this proposal is true and correct.

1. Adopt and maintain a system of internal controls which results in the fiscal integrity and stability of the organization, including the use of Generally Accepted Accounting Principles (GAAP).
2. Compliance with state insurance requirements for general, professional, and automobile liability; workers' compensation and employer's liability; and, if advance funds are required, commercial crime insurance.
3. These grant funds will not be used to supplant existing financial support for current programs.
4. No portion of these grant funds will be subcontracted without prior written approval unless expressly identified in the grant agreement.
5. Compliance with the requirements of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee for employment because of race, national origin, creed, color, sex, religion, age, disability, or handicap condition (including AIDS and AIDS-related conditions).
6. Compliance with the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted there under contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.
7. Compliance with the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. Compliance with Title 2 of the Code of Federal Regulations (CFR) and any guidance in effect from the Office of Management and Budget (OMB) related (but not limited to) audit requirements for grantees that expend \$750,000 or more in Federal awards during the grantee's fiscal year must have an annual audit prepared by an independent auditor in accordance with the terms and requirements of the appropriate circular. **To acknowledge this requirement, Section B of this notice of subaward must be completed.**
9. Certification that neither the Recipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. This certification is made pursuant to regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67 § 67.510, as published as pt. VII of May 26, 1988, Federal Register (pp. 19150-19211).
10. No funding associated with this grant will be used for lobbying.
11. Disclosure of any existing or potential conflicts of interest relative to the performance of services resulting from this grant award.

12. Provision of a work environment in which the use of tobacco products, alcohol, and illegal drugs will not be allowed.
13. An organization receiving grant funds through PACT Coalition for Safe and Drug Free Schools shall not use grant funds for any activity related to the following:
- Any attempt to influence the outcome of any federal, state, or local election, referendum, initiative or similar procedure, through in-kind or cash contributions, endorsements, publicity or a similar activity.
 - Establishing, administering, contributing to, or paying the expenses of a political party, campaign, political action committee or other organization established for the purpose of influencing the outcome of an election, referendum, initiative or similar procedure.
 - Any attempt to influence:
 - The introduction or formulation of federal, state or local legislation; or
 - The enactment or modification of any pending federal, state or local legislation, through communication with any member or employee of Congress, the Nevada Legislature or a local governmental entity responsible for enacting local legislation, including, without limitation, efforts to influence State or local officials to engage in a similar lobbying activity, or through communication with any governmental official or employee in connection with a decision to sign or veto enrolled legislation.
 - Any attempt to influence the introduction, formulation, modification or enactment of a federal, state or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity through communication with any officer or employee of the United States Government, the State of Nevada or a local governmental entity, including, without limitation, efforts to influence state or local officials to engage in a similar lobbying activity.
 - Any attempt to influence:
 - The introduction or formulation of federal, state or local legislation;
 - The enactment or modification of any pending federal, state or local legislation; or
 - The introduction, formulation, modification or enactment of a federal, state or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity, **by preparing, distributing or using** publicity or propaganda, or by urging members of the general public or any segment thereof to contribute to or participate in any mass demonstration, march, rally, fundraising drive, lobbying campaign or letter writing or telephone campaign.
 - Legislative liaison activities, including, without limitation, attendance at legislative sessions or committee hearings, gathering information regarding legislation and analyzing the effect of legislation, when such activities are carried on in support of or in knowing preparation for an effort to engage in an activity prohibited pursuant to subsections 1 to 5, inclusive.
 - Executive branch liaison activities, including, without limitation, attendance at hearings, gathering information regarding a rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity and analyzing the effect of the rule, regulation, executive order, program, policy or position, when such activities are carried on in support of or in knowing preparation for an effort to engage in an activity prohibited pursuant to subsections 1 to 5, inclusive.
14. An organization receiving grant funds through PACT Coalition for Safe and Drug Free Communities may, to the extent and in the manner authorized in its grant, use grant funds for any activity directly related to educating persons in a nonpartisan manner by providing factual information in a manner that is:
- Made in a speech, article, publication, or other material that is distributed and made available to the public, or through radio, television, cable television or other medium of mass communication; and
 - Not specifically directed at:
 - Any member or employee of Congress, the Nevada Legislature or a local governmental entity responsible for enacting local legislation;
 - Any governmental official or employee who is or could be involved in a decision to sign or veto enrolled legislation; or
 - Any officer or employee of the United States Government, the State of Nevada or a local governmental entity who is involved in introducing, formulating, modifying or enacting a Federal, State or local rule, regulation, executive order or any other program, policy or position of the United States Government, the State of Nevada or a local governmental entity.

This provision does not prohibit a recipient or an applicant for a grant from providing information that is directly related to the grant or the application for the grant to the granting agency.

To comply with reporting requirements of the Federal Funding and Accountability Transparency Act (FFATA), the sub-grantee agrees to provide PACT with copies of all contracts, sub-grants, and or amendments to either such documents, which are funded by funds allotted in this agreement.

Compliance with this section is acknowledged by signing the subaward cover page of this packet

- PACT Coalition of Safe and Drug Free Communities policy allows no more than **10% flexibility** of the total not to exceed amount of the subaward, within the approved Scope of Work/Budget. Subrecipient will obtain written permission to redistribute funds within categories. **Note: the redistribution cannot alter the total not to exceed amount of the subaward. Modifications in excess of 10% require a formal amendment.**
- Equipment purchased with these funds belongs to the federal program from which this funding was appropriated and shall be returned to the program upon termination of this agreement.
- Travel expenses, per diem, and other related expenses must conform to the procedures and rates allowed for State officers and employees. It is the Policy of the Board of Examiners to restrict contractors/ Subrecipients to the same rates and procedures allowed State Employees. The State of Nevada reimburses at rates comparable to the rates established by the US General Services Administration, with some exceptions (State Administrative Manual 0200.0 and 0320.0).

Note: If match funds are required, Section H: Matching Funds Agreement must accompany the subaward packet.

The Subrecipient agrees:

To request reimbursement according to the schedule specified below for the actual expenses incurred related to the Scope of Work during the subaward period.

- Total reimbursement through this subaward will not exceed the grant award
- Requests for Reimbursement will be accompanied by supporting documentation, including a line-item description of expenses incurred;
- Indicate what additional supporting documentation is needed in order to request reimbursement;
 - Back up documentation for all expenses within the 30-day request for reimbursement.; and
 - Additional expenditure detail will be provided upon request from the PACT.
- **PACT will not issue reimbursement through this subaward if the subrecipient is not current on the SAPTA Prevention Certification and System for Award Management (SAM) Certification.**

Additionally, the Subrecipient agrees to provide:

- Attend and participate in 75% of the PACT Coalition Meetings that occur monthly (9 out of 12) during the subaward period
- A complete financial accounting of all expenditures to the PACT within 30 days of the CLOSE OF THE SUBAWARD PERIOD. Any unobligated funds shall be returned to the PACT at that time, or if not already requested, shall be deducted from the final award.
- Any work performed after the BUDGET PERIOD will not be reimbursed.
- If a Request for Reimbursement (RFR) is received after the 15-day closing period, PACT may not be able to provide reimbursement.
- If a credit is owed to PACT after the 15-day closing period, the funds must be returned to PACT within 30 days of identification.
- Provide each staff who is paid part-time out of PACT funds with 10 hours of prevention programming, and 20 hours for full-time staff.

PACT agrees to:

- Identify specific items the program or PACT must provide or accomplish to ensure successful completion of this project, such as:
 - Provide technical assistance, upon request from the Subrecipient;
 - Providing prior approval of reports or documents to be developed;
 - Forwarding a report to another party, i.e., CDC.
 - Provide technical assistance meetings once a month as requested
- PACT reserves the right to hold reimbursement under this subaward until any delinquent forms, reports, and expenditure documentation are submitted to and accepted by PACT.

Both parties agree:

- The subrecipient will be visited by the PACT Project Coordinator between one and four times in the fiscal year.
- The subrecipient will be visited by the PACT Project Coordinator on a quarterly basis.
- The subrecipient will undergo a financial and programmatic monitor during this funding period.
- The Subrecipient will, in the performance of the Scope of Work specified in this subaward, perform functions and/or activities that could involve confidential information; therefore, the Subrecipient is requested to fill out Section D, which is specific to this subaward, and will be in effect for the term of this subaward.
- All reports of expenditures and requests for reimbursement processed by PACT are SUBJECT TO AUDIT.
- This subaward agreement may be TERMINATED by either party prior to the date set forth on the Notice of Subaward, provided the termination shall not be effective until 30 days after a party has served written notice upon the other party. This agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason PACT, state, and/or federal funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

Financial Reporting Requirements

- A Request for Reimbursement is due on a monthly basis, based on the terms of the subaward agreement, no later than the 10th of the month before end of business day (5pm).
- Reimbursement is based on actual expenditures incurred during the period being reported.
- Payment will not be processed without all reporting being current.
- Reimbursement may only be claimed for expenditures approved within the Notice of Subaward.

- Zero reimbursement must be submitted if no funds are requested for that month.

SECTION B**Audit Information Request**

1. Non-Federal entities that **expend** \$750,000.00 or more in total federal awards are required to have a single or program-specific audit conducted for that year, in accordance with 2 CFR § 200.501(a).

2. Did your organization expend \$750,000 or more in all federal awards during your organization's most recent fiscal year?

☒ YES☐ NO

3. When does your organization's fiscal year end?

06/30/2026

4. What is the official name of your organization?

Clark County Clinical & Community services

5. How often is your organization audited?

Annually

6. When was your last audit performed?

Department established 09.02.2025

7. What time-period did your last audit cover?

Department established 09.02.2025

8. Which accounting firm conducted your last audit?

Crowe LLP

Compliance with this section is acknowledged by signing the subaward cover page of this packet.

SECTION C

Current of Former State Employee Disclaimer

For the purpose of State compliance with NRS 333.705, subrecipient represents and warrants that if subrecipient, or any employee of subrecipient who will be performing services under this subaward, is a current employee of the State or was employed by the State within the preceding 24 months, subrecipient has disclosed the identity of such persons, and the services that each such person will perform, to the issuing Agency. Subrecipient agrees they will not utilize any of its employees who are Current State Employees or Former State Employees to perform services under this subaward without first notifying the Agency and receiving from the Agency approval for the use of such persons. This prohibition applies equally to any subcontractors that may be used to perform the requirements of the subaward.

The provisions of this section do not apply to the employment of a former employee of an agency of this State who is not receiving retirement benefits under the Public Employees' Retirement System (PERS) during the duration of the subaward.

Are any current or former employees of the State of Nevada assigned to perform work on this subaward?

- YES ☐ If "YES", list the names of any current or former employees of the State and the services that each person will perform.
- NO ☒ Subrecipient agrees that if a current or former state employee is assigned to perform work on this subaward at any point after execution of this agreement, they must receive prior approval from the PACT.

Name	Services
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Subrecipient agrees that any employees listed cannot perform work until approval has been given from the PACT.

Compliance with this section is acknowledged by signing the subaward cover page of this packet.

SECTION D

Confidentiality Addendum

BETWEEN

PACT Coalition for Safe and Drug Free Communities

Hereinafter referred to as the "PACT"

and

Clark County Department of Clinical & Community Services- Parenting Project

Hereinafter referred to as the "Subrecipient"

This CONFIDENTIALITY ADDENDUM (the Addendum) is hereby entered into between PACT and Subrecipient.

WHEREAS, Subrecipient may have access, view or be provided information, in conjunction with goods or services provided by Subrecipient to PACT that is confidential and must be treated and protected as such.

NOW, THEREFORE, PACT and Subrecipient agree as follows:

I. DEFINITIONS

The following terms shall have the meaning ascribed to them in this Section. Other capitalized terms shall have the meaning ascribed to them in the context in which they first appear.

1. Agreement shall refer to this document and that particular inter-local or other agreement to which this addendum is made a part.
2. Confidential Information shall mean any names, addresses or any other identifying information or health information of individual subjects or any identifying data concerning individuals in any records disclosed to sub-grantee in conjunction with the goods or services provided by Sub-grantee under the Sub-grant Award.
3. Subrecipient shall mean the name of the organization described above.
4. Required by Law shall mean a mandate contained in law that compels a use or disclosure of information.

II. TERM

The term of this Addendum shall commence as of the effective date of the primary inter-local or other agreement and shall expire when all information provided by PACT or created by Subrecipient from that confidential information is destroyed or returned, if feasible, to PACT pursuant to Clause VI (4).

III. LIMITS ON USE AND DISCLOSURE ESTABLISHED BY TERMS OF CONTRACT OR LAW

Subrecipient hereby agrees it shall not use or disclose the confidential information provided, viewed or made available by PACT for any purpose other than as permitted by Agreement or required by law.

IV. PERMITTED USES AND DISCLOSURES OF INFORMATION BY CONTRACTOR

Subrecipient shall be permitted to use and/or disclose information accessed, viewed or provided from PACT for the purpose(s) required in fulfilling its responsibilities under the primary inter-local or other agreement.

V. USE OR DISCLOSURE OF INFORMATION

Subrecipient may use information as stipulated in the primary inter-local or other agreement if necessary for the proper management and administration of Subrecipient; to carry out legal responsibilities of Subrecipient; and to provide data aggregation services relating to the health care operations of Department. Subrecipient may disclose information if:

1. The disclosure is required by law; or
2. The disclosure is allowed by the inter-local or other agreement to which this Addendum is made a part; or
3. The Subrecipient has obtained written approval from the PACT.

VI. OBLIGATIONS OF CONTRACTOR

1. Agents and Subcontractors. Subrecipient shall ensure by subcontract that any agents or subcontractors to whom it provides or makes available information, will be bound by the same restrictions and conditions on the access, view or use of confidential information that apply to Subrecipient and are contained in Agreement.
2. Appropriate Safeguards. Subrecipient will use appropriate safeguards to prevent use or disclosure of confidential information other than as provided for by Agreement.
3. Reporting Improper Use or Disclosure. Subrecipient will immediately report in writing to PACT any use or disclosure of confidential information not provided for by Agreement of which it becomes aware.
4. Return or Destruction of Confidential Information. Upon termination of Agreement, Subrecipient will return or destroy all confidential information created or received by Subrecipient on behalf of PACT. If returning or destroying confidential information at termination of Agreement is not feasible, Subrecipient will extend the protections of Agreement to that confidential information as long as the return or destruction is infeasible. All confidential information of which the Subrecipient maintains will not be used or disclosed.

IN WITNESS WHEREOF, Subrecipient and PACT have agreed to the terms of the above written Addendum as of the effective date of the inter-local or other agreement to which this Addendum is made a part.

Compliance with this section is acknowledged by signing the subaward cover page of this packet.

SECTION E

PROGRAM REQUIREMENTS

In addition to the PACT Subaward Grant Assurances, the subrecipient and all organizations or individuals to whom the sub-grantee passes through funding must be in compliance with all applicable rules, federal and state laws, regulations, requirements, guidelines, and policies and procedures. The terms and conditions of this State subaward flow down to the subrecipient's pass through entities unless a particular section specifically indicates otherwise.

GENERAL REQUIREMENTS

Applicability: This section is applicable to all subrecipients who receive funding from PACT through the Bureau of Behavioral Health Wellness and Prevention (BBHWP). The subrecipient agrees to abide by and remain in compliance with the following:

1. 2 CFR 200 -Uniform Requirements, Cost Principles and Audit Requirements for Federal Awards
2. 45 CFR 96 - Block Grants as it applies to the subrecipient and per Division policy.
3. 42 CFR 54 and 42 CFR 54A Charitable Choice Regulations Applicable to States Receiving Substance Abuse Prevention & Treatment Block Grants and/or Projects for Assistance in Transition from Homelessness Grants
4. NRS 218G - Legislative Audits
5. NRS 458 - Abuse of Alcohol & Drugs
6. NRS 616 A through D Industrial Insurance
7. GAAP – [Generally Accepted Accounting Principles] and/or GAGAS [Generally Accepted Government Auditing Standards]
8. GSA – [General Services Administration] guidelines for travel
9. The Division of Public and Behavioral Health, BBHWP policies and guidelines.
10. State Licensure and certification
 - a. The subrecipient is required to be in compliance with all State licensure and/or certification requirements.
 - b. The subrecipient's certification must be current and fees paid prior to release of certificate in order to receive funding from PACT. Subawards cannot be issued unless certifications are current.
11. The Subrecipient shall carry and maintain commercial general liability coverage for bodily injury and property damage as provided for by NRS 41.038 and NRS 334.060. In addition, Subrecipient shall maintain coverage for its employees in accordance with NRS Chapter 616A. The parties acknowledge that Subrecipient has adopted a self-insurance program with liability coverage up to \$2,000,000 and has excess liability coverage up to \$20,000,000 for bodily injury (automobile and general liability), property damage (automobile and general liability), professional liability, and personal injury liability. The parties further acknowledge that Subrecipient is self-insured for workers' compensation liability. Subrecipient warrants that its participation in the plan is in full force and effect and that there have been no material modifications thereof. If, at any time, Subrecipient is no longer a participant in the self-insurance program, then Subrecipient shall immediately become a participant in a comparable self-insurance program or immediately obtain a policy of commercial insurance. The parties acknowledge that any Subrecipient liability is limited by NRS 41.0305 through NRS 41.035.
12. The subrecipient shall provide proof of workers' compensation insurance as required by Chapters 616A through 616D inclusive Nevada Revised Statutes at the time of their certification.
13. The subrecipient agrees to be a "tobacco, alcohol, and other drug free" environment in which the use of tobacco products, alcohol, and illegal drugs will not be allowed.
14. The subrecipient will report within 24 hours the occurrence of an incident, following PACT policy, which may cause imminent danger to the health or safety of the clients, participants, staff of the program, or a visitor to the program, per NAC 458.153 3(e).
15. The subrecipient shall maintain a Central Repository for Nevada Records of Criminal History and FBI background checks every 3 to 5 years were conducted on all staff, volunteers, and consultants occupying clinical and supportive roles, if the subrecipient serves minors with funds awarded through this subaward.
16. Application to 2-1-1
 - o As of October 1, 2017, the Sub-grantee will be required to submit an application to register with the Nevada 2-1-1 system.
17. The subrecipient agrees to cooperate fully with all PACT sponsored studies including, but not limited to, utilization management reviews, program compliance monitoring, reporting requirements, complaint investigations, and evaluation studies.
18. The subrecipient must be enrolled in System Award Management (SAM) as required by the Federal Funding Accountability and Transparency Act.

19. The subrecipient acknowledges that to better address the needs of Nevada, funds identified in this subaward may be reallocated if ANY terms of the sub-grant are not met, including failure to meet the scope of work. PACT may reallocate funds to other programs to ensure that gaps in service are addressed.
20. The subrecipient acknowledges that if the scope of work is NOT being met, the subrecipient will be provided an opportunity to develop an action plan on how the scope of work will be met and technical assistance will be provided by PACT staff or specified subcontractor. The subrecipient will have 60 days to improve the scope of work and carry out the approved action plan. If performance has not improved, PACT will provide written notice identifying the reduction of funds and the necessary steps.
21. The subrecipient will NOT expend PACT funds, including Federal Substance Abuse Prevention and Treatment and Community Mental Health Services Block Grant Funds for any of the following purposes:
 - a. To purchase or improve land: purchase, construct, or permanently improve, other than minor remodeling, any building or other facility; or purchase major medical equipment.
 - b. To purchase equipment over \$2,000 without approval from PACT.
 - c. To satisfy any requirement for the expenditure of non-federal funds as a condition for the receipt of federal funds.
 - d. To provide in-patient hospital services.
 - e. To make payments to intended recipients of health services.
 - f. To provide individuals with hypodermic needles or syringes so that such individuals may use illegal drugs, unless the Surgeon General of the Public Health Service determines that a demonstrated needle exchange program would be effective in reducing drug abuse and there is no substantial risk that the public will become infected with the etiologic agent for AIDS.
 - g. To provide treatment services in penal or correctional institutions of the State.
22. Failure to meet any condition listed within the subaward award may result in withholding reimbursement payments, disqualification of future funding, and/or termination of current funding.

Audit Requirements

The following program Audit Requirements are for non-federal entities who do not meet the single audit requirement of 2 CFR Part 200, Subpart F- Audit requirements:

23. Subrecipients of the program who expend less than \$750,000 during the non-federal entity's fiscal year in federal and state awards are required to report all organizational fiscal activities annually in the form of a Year-End Financial Report.
24. Subrecipients of the program who expend \$750,000 or more during the fiscal year in federal and state awards are required to have a Limited Scope Audit (Agreed Upon Procedures Audit) conducted for that year. The Limited Scope Audit (Agree Upon Procedures Audit) must be for the same organizational unit and fiscal year that meets the requirements of PACT's Audit policy.

Year-End Financial Report

25. The non-federal entity must prepare financial statements that reflect its financial position, results of operations or changes in net assets, and, where appropriate, cash flows for the fiscal year.
26. The non-federal entity financial statements may also include departments, agencies, and other organizational units.
27. Year-End Financial Report must be signed by the CEO or Chairman of the Board.
28. The Year-End Financial Report must identify all organizational revenues and expenditures by funding source and show any balance forward onto the new fiscal year as applicable.
29. The Year-End Financial Report must include a schedule of expenditures of federal and State awards. At a minimum, the schedule must:
 - a. List individual federal and State programs by agency and provide the applicable federal agency name.
 - b. Include the name of the pass-through entity (State Program).
 - c. Must identify the CFDA number as applicable to the federal awards or other identifying number when the CFDA information is not available.
 - d. Include the total amount provided to the non-federal entity from each federal and State program.
30. The Year-End Financial Report must be submitted to the PACT 90 days after fiscal year end at the following address.

PACT Coalition for Safe and Drug Free Communities
1210 S Valley View Blvd.
Ste. 114
Las Vegas, NV 89102

Limited Scope Audits (Agreed Upon Procedures Audit)

31. The auditor must:
 - a. Perform an audit of the financial statement(s) for the federal program in accordance with GAGAS;
 - b. Obtain an understanding of internal controls and perform tests of internal controls over the federal program consistent with the requirements for a federal program;
 - c. Perform procedures to determine whether the auditee has complied with federal and State statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on the federal program consistent with the requirements of federal program;

- d. Follow up on prior audit findings, perform procedures to assess the reasonableness of the summary schedule of prior audit findings prepared by the auditee in accordance with the requirements of 2 CFR Part 200, §200.511 Audit findings follow-up, and report, as a current year audit finding, when the auditor concludes that the summary schedule of prior audit findings materially misrepresents the status of any prior audit finding;
 - e. And, report any audit findings consistent with the requirements of 2 CFR Part 200, §200.516 Audit findings.
32. The auditor's report(s) may be in the form of either combined or separate reports and may be organized differently from the manner presented in this section.
33. The auditor's report(s) must state that the audit was conducted in accordance with this part and include the following:
- a. An opinion as to whether the financial statement(s) of the federal program is presented fairly in all material respects in accordance with the stated accounting policies;
 - b. A report on internal control related to the federal program, which must describe the scope of testing of internal control and the results of the tests;
 - c. A report on compliance which includes an opinion as to whether the auditee complied with laws, regulations, and the terms and conditions of the awards which could have a direct and material effect on the program; and
 - d. A schedule of findings and questioned costs for the federal program that includes a summary of the auditor's results relative to the federal program in a format consistent with 2 CFR Part 200, §200.515 Audit reporting, paragraph (d)(1), and findings and questioned costs consistent with the requirements of 2 CFR Part 200, §200.515 Audit reporting, paragraph (d)(3).
34. The Limited Scope Audit (Agree Upon Procedures Audit) Report must be submitted to PACT within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period. If the due date falls on a Saturday, Sunday, or Federal holiday, the reporting package is due the next business day. The Audit Report must be sent to:

PACT Coalition for Safe and Drug Free Communities
1210 S Valley View Blvd.
Ste. 114
Las Vegas, NV 89102

Amendments

- 35. PACT is to allow no more than 10% flexibility within the approved Scope of Work budget line items. Notification of such modifications must be communicated in writing to the PACT through the assigned analyst prior to submitting any request for reimbursement for the period in which the modification affects. Notification may be made via email.
- 36. For any budgetary changes that are in excess of 10 percent of the total award, an official amendment is required. Requests for such amendments must be made to PACT in writing.
- 37. Any expenses that are incurred in relation to a budgetary amendment without prior approval are unallowable.
- 38. Any significant changes to the scope of work over the course of the budget period will require an amendment. The assigned program analyst can provide guidance and approve all scope of work amendments.
- 39. The subrecipient acknowledges that requests to revise the approved subaward must be made in writing using the appropriate forms and provide sufficient narrative detail to determine justification.
- 40. Final changes to the approved subaward that will result in an amendment must be received 60 days prior to the end of the subaward period (no later than April 30 for State funded grants and July 31 for federal funded grants). Amendment requests received after the 60-day deadline will be denied.

Remedies for Noncompliance

- 41. PACT reserves the right to hold reimbursement under this subaward until any delinquent requests, forms, reports, and expenditure documentation are submitted to and approved by PACT.

SUBSTANCE USE TREATMENT SERVICES

Applicability

~~This section applies to all sub-grants that support direct services to persons being treated for substance use.~~

- ~~1. The subrecipient, as applicable, if identifying as Faith-Based Organizations must comply with 42 USC § 300x-65 and 42 CFR part 54 (42 CFR §§ 54.8(c) (4) and 54.8(b)). Charitable Choice provisions and regulations.~~
 - ~~a. The subrecipient must post a notice to advise all clients and potential clients that if the client objects to the religious character of the Sub-grantee's organization as applicable.~~
 - ~~b. The client has the right to be referred to another PACT-funded provider that is not faith-based or that has a different religious orientation.~~
- ~~2. Priority Groups—The subrecipient agrees to prioritize and expedite access to appropriate treatment, except for Civil Protective Custody Services, for priority populations in the following order:~~
 - ~~a. Pregnant injecting drug users;~~

- ~~b. Pregnant substance abusers;~~
- ~~c. Injection drug users;~~
- ~~d. Substance using females with dependent children and their families, including females who are attempting to regain custody of their children; and~~
- ~~e. All others.~~

- ~~3. The subrecipient agrees to report within 24 hours to the Bureau of Behavioral Health Wellness and Prevention and PACT when any level of service reaches 90 percent capacity or greater in accord with the Division's Wait List and Capacity Management policy.~~
- ~~4. A subrecipient who provides residential services agrees to report bed capacity in the HavBed system or a successor system for residential services daily in accord with the Division's Wait List and Capacity Management policy.~~
- ~~5. Programs will make continuing education in alcohol and other drug treatment available to all employees who provide services.~~
- ~~6. The subrecipient must post a notice, where clients, visitors, and persons requesting services may easily view it, that no persons may be denied services due to inability to pay. This notice may stipulate that the organization is authorized to deny services to those who are able to pay but refuse to do so.~~
- ~~7. The subrecipient is required to implement the National Institute of Drug Abuse (NIDA) 13 principles of treatment.~~
- ~~8. The subrecipient is required to participate, if selected to be reviewed by the Nevada Alliance for Addictive Disorders, Advocacy, Prevention and Treatment Services (AADAPTS) annual peer review process.~~

~~Capacity of Treatment for Intravenous Substance Abusers~~

- ~~9. A subrecipient must admit an individual who requests and needs treatment for intravenous drug use to a treatment program. If unable to provide services, the subrecipient must contact PACT.~~
- ~~10. The subrecipient who treats persons who inject drugs agrees to carry out activities to encourage individuals in need of treatment for injection drug use to undergo such treatment. The subrecipient must use outreach models that are scientifically sound or an alternate outreach method that is reasonably expected to be effective and has been approved by PACT. All outreach activities will be reported to the PACT quarterly. The model shall require that outreach efforts include the following at a minimum:~~
 - ~~a. Selecting, training and supervising outreach workers;~~
 - ~~b. Contacting, communicating and following up with high risk substance abusers, their associates, and neighborhood residents, within the constraints of Federal and State confidentiality requirements, including 42 CFR part 2;~~
 - ~~c. Promoting awareness among injecting drug abusers about the relationship between injecting drug abuse and communicable diseases such as HIV;~~
 - ~~d. Recommend steps that can be taken to ensure that HIV transmission does not occur; and~~
 - ~~e. Encouraging entry into treatment.~~

~~Treatment services for pregnant women (45 CFR § 96.131)~~

- ~~11. All subrecipient who treat women agree to provide immediate comprehensive treatment services to pregnant women, or if the sub-grantee is unable to do so, the sub-grantee must immediately contact the Bureau of Behavioral Health Wellness and Prevention in accord to the Divisions Capacity Management and Wait List policy.~~
- ~~12. Subrecipients who do not treat women and who receive a request for treatment services from a pregnant woman must provide a referral to an appropriate treatment provider within 48 hours of the request for services and must immediately notify the Bureau of Behavioral Health Wellness and Prevention of the need for such services.~~
- ~~13. Subrecipients who provide services to women agree to publicize the availability of services to women in priority populations and the admission priority granted to pregnant women. The publication of services for women in priority populations may be achieved by means of street outreach programs, ongoing public service announcements, regular advertisements, posters placed in target areas, and frequent notification of availability of such treatment services distributed to the network of community based organizations, health care providers, and social services agencies.~~

~~Records~~

- ~~14. All subrecipients will have in effect a system to protect from inappropriate disclosure of client records, compliant with all applicable State and federal laws and regulations, including 42 CFR, Part 2.~~
- ~~15. The system to protect confidentiality shall include, but not be limited to, the following provisions:~~
 - ~~a. Employee education about the confidentiality requirements, to be provided annually;~~
 - ~~b. Informing employees of the fact that disciplinary action may occur upon inappropriate disclosure.~~

~~Reporting~~

- ~~16. The subrecipient is required to submit monthly Treatment Episode Data Set (TEDS) admissions files and TEDS discharges files in accordance with current block grant requirements. The subrecipient is also required to submit any other reporting as defined and requested by PACT.~~

17. ~~The subrecipient agrees to participate in reporting all required data and information through the authorized PACT data reporting system and to the evaluation team as required; or, if applicable, another qualified Electronic Health Record (EHR) reporting system.~~

Fee for Service requirements

18. ~~Subrecipients that have been awarded a fee for service subaward must comply with the Division's Utilization Management policy and the following billing and eligibility rules for claims processing:~~
- ~~a. The service must be delivered at a PACT certified facility.~~
 - ~~b. The certifications must cover the service levels under which the qualified service was delivered.~~
 - ~~c. The service must be provided by an appropriately licensed/certified staff member.~~
 - ~~d. The service delivered must be a PACT qualified service which is **NOT** reimbursable by Medicaid or other third party insurance carrier.~~
 - ~~e. The rate of reimbursement will be based on PACT approved rates (available upon request).~~
 - ~~f. The subrecipient agrees to accept PACT reimbursement rate as full payment for any program eligible services provided.~~
 - ~~g. The subrecipient is responsible for ensuring that all third party liabilities are billed and collected from the third party payers and are **NOT** billed to PACT.~~
 - ~~h. PACT funds will **NOT** be used to fund the services for self-pay clients or clients who elect not to use their insurance coverages. This includes clients that elect not sign up for insurance under the ACA [Affordable Care Act] or clients that have existing insurance and choose not to use their insurance for treatment services. In certain circumstances and upon written request to PACT, some services may be covered if an undue barrier to treatment exists.~~
 - ~~i. PACT funds will **NOT** be used to reimburse Medicare claims.~~
 - ~~j. PACT funds will **NOT** be used to reimburse claims for which the client is pending eligible for insurance coverage.~~
 - ~~k. PACT funds will **NOT** be used to reimburse for claims denied by Medicaid or other insurance carriers unless the claim was denied as "not a covered benefit".~~
 - ~~a. Claims denied as "not a covered benefit" and billed to PACT must have the accompanying denial attached in order to guarantee payment.~~
 - ~~l. PACT funds will **NOT** be used to cover any unpaid costs that Medicaid and/or other insurance carriers may not reimburse (i.e. copayments, deductibles).~~
 - ~~m. The subrecipient agrees to use PACT funds as the "payer of last resort" for all services provided to clients. If an undue barrier to treatment exist, a written request to PACT may be submitted for review and some services may be covered upon written permission from PACT.~~
19. ~~The subrecipient must establish policies, procedures, and the systems for eligibility determination, billing, and collection to:~~
- ~~a. Ensure that all eligible clients are insured and/or enrolled in Medicaid in accord with the ACA;~~
 - ~~b. Collect reimbursement for the costs of providing such services to persons who are entitled to insurance benefits under the Social Security Act, including programs under Title XVIII and Title XIX, any State compensation program, any other public assistance program for medical assistance, any grant program, any private health insurance, or any other benefit program; and secure from client's payment for services in accordance with their ability to pay; and~~
 - ~~c. Prohibits billing PACT for a service that is covered by Medicaid or any other insurance carrier. In certain circumstances and upon written request to the PACT, some services may be covered if an undue barrier to treatment exists.~~

Section N/A:

PACT Initial _____

Sub-Recipient Initial _____

Billing the Division

Fee for service only:

20. ~~The subrecipient agrees to submit a monthly billing invoice, along with back up documentation via SharePoint site to PACT; the Sub-grantee agrees to notify the treatment analyst once the invoice has been posted to the site.~~
21. ~~Upon official written notification from PACT, prior authorizations will be required for all residential and transitional housing services being billed to PACT.~~
22. ~~The subrecipient agrees to include an explanation of benefits for all charges requested for services that have been denied by Medicaid or any other third party payer due to non coverage of that benefit.~~
23. ~~The subrecipient understands that charges greater than 90 days from the date of service will be considered stale dated and may not be paid.~~
24. ~~The subrecipient understands that quarterly Medicaid audits will be conducted by PACT and recouping of funds may occur.~~
25. ~~The subrecipient understands that they are required to produce an invoice that breaks out the total number of services provided by level of care and CPT or HCPCS code. The invoice must, at a minimum meet the following conditions:~~
- ~~a. The invoice must contain, company information (Name, address, City, State and Zip), Date, unique Invoice #, vendor #, PA or HD#.~~
 - ~~b. The invoice must contain contact name, phone number, e-mail and identify the invoice period.~~
 - ~~c. The invoice must contain: Billed To: The Division of Public and Behavioral Health, Bureau of Behavioral Health Wellness and Prevention, 4126 Technology Way, Suite 200, Carson City, NV 89706.~~
 - ~~d. The invoice must show the total number of services by CPT or HCPCS code, the rate being charged, the total amount charged to that CPT or HCPCS code line and summarize the totals by level of care.~~

- ~~e. The invoice must also show the total number of services provided, the total number of unique clients served for the invoice and the total amount charged to the invoice.~~
- ~~f. The invoice must be signed and dated by the organizations fiscal officer and include the following certification, "By submitting this invoice, we certify that all billing is correct and no Medicaid or other insurance eligible services have been charged to this invoice."~~

Section N/A:

PACT Initial

Sub-Recipient Initial

PREVENTION SERVICES

Applicability

This section is only applicable to primary prevention coalitions and programs.

1. The subrecipient will implement the Center for Substance Abuse Prevention's (CSAP) Strategic Prevention Framework Planning Process.
2. If the subrecipient is a certified prevention coalition, it will solicit representatives from local substance abuse prevention programs and treatment providers to become coalition members and assist with efforts to implement the CSAP's Strategic Prevention Framework Planning Process.
3. The subrecipient representatives are required to attend prevention training listed below as applicable to provide prevention services:
 - a. All fulltime staff must annually complete a minimum of twenty (20) hours of prevention training.
 - b. All part-time staff must annually complete a minimum for ten (10) hours of prevention training.
 - c. Participate in the implementation of evidence-based prevention programs, strategies, policies, and practices, and use the Prevention Program Operating and Access Standards as the basis for program, workforce, and agency development.
4. The subrecipient must use funding on the primary prevention priorities per funding source.

Substance Abuse Block Grant (SABG)/COVID Relief Funds

~~A. The Coronavirus Response and Relief Supplement Appropriations Act, 2021 [P.L. 116-260] appropriated Federal Funds to states through the Substance Abuse Prevention and Treatment Block Grant (SABG) program to assist in response to the COVID-19 pandemic. This funding source represents the 20% set aside from SABG which is required by statute (45 CFR 96.125) to be used exclusively for primary prevention. B. SABG grantees should direct this funding to prioritize and address the unique SUD prevention, intervention, treatment, and recovery support needs and gaps in their state's service systems. For example, SABG grantees with significant increases in overdoses might focus their efforts on reducing overdose rates. Specific infrastructure investments might also be directed toward expanding the SUD services workforce and on data infrastructure for tracking and monitoring system needs and performance. Other recommended priority activities for grantees to consider are as follows: Prevention: 1. Screening with evidence-based tools. 2. Risk messaging with evidence-informed strategies and accompanying evaluation to establish most effective strategies. This includes: a. Text and mHealth messaging strategies targeted at adolescents and young adults' substance misuse; b. Scenario-based messaging programs for parents about opioid risks; and c. Web-based interventions targeted at the criminal justice system. 3. Operation of an "access line", "crisis phone line", or "warm lines" by prevention providers. 4. Purchase of technical assistance. 5. COVID-19 expenditures related to substance misuse prevention including: COVID-19 awareness and education for persons with SUD, transportation related to accessing SUD prevention and COVID-19 vaccines. C. BBHWP asks that subrecipients enter program data into the Web Infrastructure for Treatment Services (WITS) database under Prevention Services to facilitate Federal tracking requirements.~~

Substance Abuse Block Grant (SABG)

~~A. This funding source represents the 20% set aside from SABG which is required by statute (45 CFR 96.125) to be used exclusively for primary prevention. By law, it may only be directed at individuals not identified to need substance use treatment and must be used to fund evidence-based strategies that have a positive impact on the prevention of substance use. Activities that cross over into the 'intervention' realm are not allowed in this funding. While many evidence-based prevention strategies for substance abuse also have a positive impact on other health and social outcomes, the primary purpose and focus of activities must be on substance misuse prevention. B. The SABG statute (45 CFR 96.125) requires a comprehensive primary prevention program that includes activities and services provided in a variety of settings. The program must target both the general population and sub-groups that are at high risk for substance misuse. The program must include some or all of the following six strategies: Community-based process, Environmental, Information dissemination, Education, Alternatives, and Problem identification and referral. C. The state is required to ensure that all strategies and IOM Classifications are implemented in Nevada. This may have an impact during the selection process.~~

Section N/A:

PACT Initial

Sub-Recipient Initial

State General Fund Substance Abuse Primary Prevention (SAPP)

A. SAPP funds were approved as Methamphetamine education and awareness and are used as a maintenance of effort (MOE) for the SABG; to increase services and to support infrastructure and the implementation of evidence-based/evidence-informed direct service substance abuse prevention programs, practices, and strategies at the community level.
B. All activities associated with this funding must be for the implementation of those activities that meet an identified need within the community and are prioritized in the coalition's Comprehensive Community Prevention Plan (CCPP). The CCPP must be provided to the state no later than 90 days after initial project date of notice of award.
C. It is expected that 85% of this funding will support programs or strategies delivered by direct service providers.
D. The 15% balance can be used to support administrative costs associated with the management of these pass-through funds. Of the strategies funded with State General Funds, all must either be evidence-based or reviewed and approved through the Bureau.

~~Strategic Prevention Framework Partnership of Success (PFS)~~

~~A. PFS funding on reducing underage drinking among persons aged 9 to 20 in communities of high need. At their discretion, subrecipients may also use PFS funds to target up to two additional priorities identified by the State as prevention or reduction of underage use of marijuana and/or methamphetamines. And reducing the number of marijuana and/or methamphetamines related emergency room visits.~~

~~B. The subrecipient must use a SPF-based, comprehensive prevention approach including a mix of evidence-based programs (EBP) and practices. The subrecipient must further utilize a data-driven approach to justify practices implemented, and to identify communities/populations of high need or affected by health disparities.~~

~~C. The subrecipient must implement practices that have been approved by the State's Evidence Based Workgroup (EBW) and prioritized through the Statewide Epidemiological Workgroup (SEW). To implement practices or programs that have not been approved by the EBW, the subrecipient must document their identified needs and priorities and present data to the SEW for evaluation as a promising practice. Promising practices should be used only if an evidence-based practice does not exist to meet the identified community need.~~

~~D. The subrecipient will collect and report quarterly and annually community-level data to determine progress toward addressing individual grant prevention priority(ies). Recipients must include in their data collection and reporting activities that supporting evidence to preserve or change activities, strategies and continuously evaluate data and systems for effectiveness.~~

~~E. The PFS grant program seeks to address behavioral health disparities among racial and ethnic minorities and other populations by encouraging the implementation of strategies to decrease the differences in access, service use, and outcomes among the populations served.~~

Section N/A: _____
PACT Initial

Sub-Recipient Initial

REQUESTS FOR REIMBURSEMENTS (All non-fee-for-service subawards):

1. A Request for Reimbursement is due, at a minimum, on a monthly basis, based on the terms of the sub-grant agreement, no later than the 15th of the month. If there has been no fiscal activity in a given month, **a Request for Reimbursement claiming zero dollars is required to be submitted for the month.**
2. Reimbursement is based on actual expenditures incurred during the period being reported. All request for reimbursements must be to the exact penny and not rounded up to the nearest dollar.
3. Requests for advance of payment will not be considered or allowed by PACT.
4. Reimbursement must be submitted with all PACT required supporting back up documentation. PACT has the authority to ask for additional supporting documentation at any time and the information must be provided to PACT staff within 10 business days of the request.
5. Payment will not be processed without all programmatic reporting being current.
6. Reimbursement may only be claimed for allowable expenditures approved within the sub-grant award.
7. The subrecipient is required to submit a complete financial accounting of all expenditures to PACT within 10 days of the **CLOSE OF THE SUBAWARD PERIOD**. All remaining balances of a federally funded sub-grant revert back to PACT 30 days after the close of the subaward period.
8. The Request for Reimbursement to close the State Fiscal Year (SFY) is due at a minimum of 25 days after the close of the SFY which occurs on **December 31**. All remaining balances of the State funded subawards revert back to the State after the close of the SFY.
9. The subrecipient must retain copies of approved travel requests and claims, consultant invoices, payroll register indicating title, receipts for goods purchased, and any other relevant source documentation in support of reimbursement requests for a period of three years from the date of submission of the State's final financial expenditure report submitted to the governing federal agency.

The subrecipient agrees that any failure to meet any of the conditions listed within the above Program Requirements may result in the withholding of reimbursement for payment, termination of current contract and/or the disqualification of future funding.

Compliance with this section is acknowledged by signing the subaward cover page of this packet.

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS**

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project								
Funding Period:	July 1, 2024- December 31, 2025								
Total <i>unduplicated</i> number of participants to be reached AND completed:			Reached: 30 Completed: 18						
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)	
Nurturing Parents/Nurturing Skills/ ABCs of Parenting/Criando Con Amor	Various Community Sites/ Clark Co	6	1	2.5	2	July 1, 2025 – June 30, 2026	30	12-65+	

Annual Objectives	Activities	Outputs
Provide multiple parenting programs to 150 participants by June 30, 2026.	Deliver Nurturing Parents & Families/Nurturing Skills/ABCs of Parenting/ Criando Con Amor to 30 participants ages 12-65+	Sign-in sheets Pre/post surveys

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (up to 5)	<u>Risk Factors</u> (up to 5)	<u>Protective Factors</u> (up to 5)	<u>Intervening Variables</u> (up to 5)
	R	EB	SP15, SP20, SP26	UD/S	STE04	FAM01, FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

PREVENTION SERVICES
PROJECTED SCOPE OF WORK

-Continued-

Form 2 Use one sheet per program, practice, or strategy

Program, Practice, or Strategy (List only one per sheet)		Location / County (List only one per sheet)	
Nurturing Parents/Nurturing Skills/ABCs of Parenting/Criando Con Amor		Various Community Sites/ Clark Co	
Gender	Race	Age Groups	
Male	15 American Indian/Alaska Native	1	0 - 4
Female	15 Asian	4	5 - 11
Total	30 Black/African American	10	12 - 14
	Native Hawaiian/Other Pacific Islander	2	15 - 17
	White	13	18 - 20
	More than One Race	0	21 - 24
	Unknown/Others		25 - 44
	Ethnicity		45 - 64
	Total	30	65 +
	Hispanic or Latino	12	Total
	Not Hispanic or Latino	18	
	Total	30	

PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project							
Funding Period:	July 1, 2025 – December 31, 2025							
Total <i>unduplicated</i> number of participants to be served:			Reached: 48 Completed: 30					
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Triple P /El Programa de Padres Positivos	Various Community Sites/ Clark	8	1	2.5	4	July 1, 2025 – June 30, 2026	48	18-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026.</i>	<i>Deliver Triple P to 48 participants ages 18-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15	UD/S	STE04	FAM01,FAM02, FAM03, IND02	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)		Location / County (List only one per sheet)			
Triple P (for parents of children 2-11)/EI Programa de Padres Positivos		Various Community Sites/Clark County			
Gender		Race		Age Groups	
Male	20	American Indian/Alaska Native	5	0 - 4	0
Female	28	Asian	5	5 - 11	0
Total	48	Black/African American	55	12 - 14	0
		Native Hawaiian/Other Pacific Islander	5	15 - 17	0
		White	65	18 - 20	0
		More than One Race	10	21 - 24	4
		Unknown/Others	0	25 - 44	40
		Ethnicity		45 - 64	4
		Total	48	65 +	0
		Hispanic or Latino	22	Total	48
		Not Hispanic or Latino	26		
		Total	48		

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS**

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project							
Funding Period:	July 1, 2025 – December 31, 2025							
Total <i>unduplicated</i> number of participants to be served:			Reached: 10 Completed: 6					
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Stepping Stones Triples P/EI Programa de Padres Positivos	Various Community Sites/ Clark	8	1	2.5	1	July 1, 2025 – June 30, 2026	10	18-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026.</i>	<i>Deliver Stepping Stones Triple P to 10 participants ages 18-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15	UD/S	STE04	FAM01,FAM02, FAM03, IND02	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PACT COALITION
PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)		Location / County (List only one per sheet)			
Triple P/Stepping Stones Triple P (for parents of children 2-11)/El Programa de Padres Positivos		Various Community Sites/Clark County			
Gender		Race		Age Groups	
Male	2	American Indian/Alaska Native	0	0 - 4	0
Female	8	Asian	0	5 - 11	0
Total	10	Black/African American	2	12 - 14	0
		Native Hawaiian/Other Pacific Islander	1	15 - 17	0
		White	7	18 - 20	0
		More than One Race	0	21 - 24	0
		Unknown/Others	0	25 - 44	7
		Ethnicity		45 - 64	3
		Total	10	65 +	0
		Hispanic or Latino	6	Total	10
		Not Hispanic or Latino	4		
		Total	10		

PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project							
Funding Period:	July 1, 2025 – December 31, 2025							
Total <i>unduplicated</i> number of participants to be served:			Reached: 38 Completed: 20					
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Teen Triple P / El Programa de Padres Positivos	Various Community Sites/ Clark	8	1	2.5	3	July 1, 2025 – June 30, 2026	38	18-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026.</i>	<i>Deliver Teen Triple P to 38 participants ages 18-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15	UD/S	STE04	FAM01,FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)			Location / County (List only one per sheet)		
Teen Triple P / El Programa de Padres Positivos			Various Community Sites/Clark County		
Gender		Race		Age Groups	
Male	18	American Indian/Alaska Native	1	0 - 4	0
Female	20	Asian		25 - 11	0
Total	38	Black/African American	18	12 - 14	0
		Native Hawaiian/Other Pacific Islander	4	15 - 17	0
		White	13	18 - 20	0
		More than One Race	0	21 - 24	0
		Unknown/Others	0	25 - 44	36
		Ethnicity		45 - 64	2
		Total	38	65 +	0
		Hispanic or Latino	12	Total	38
		Not Hispanic or Latino	26		
		Total	38		

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS**

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project										
Funding Period:	July 1, 2025 – December 31, 2025										
Total <i>unduplicated</i> number of participants to be served:					Reached: 12 Completed: 8						
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)				Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Staying Connected to Your Teen/Permanezca Conectado a su Adolscence	Various Community Sites/ Clark				6	1	2.5	1	July 1, 2025 – June 30, 2026	12	11-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026. .</i>	<i>Deliver Staying Connected with Your Teen/ Permanezca Conectado a su Adolscence to 12 participants ages 11-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15, SP26	UD/S	STE04	FAM01,FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)			Location / County (List only one per sheet)		
Staying Connected to Your Teen/Permanezca Conectado a su Adolscente			Various Community Sites/Clark County		
Gender		Race		Age Groups	
Male	5	American Indian/Alaska Native	0	0 - 4	0
Female	7	Asian	0	5 - 11	1
Total	12	Black/African American	4	12 - 14	3
		Native Hawaiian/Other Pacific Islander	0	15 - 17	2
		White	8	18 - 20	0
		More than One Race		21 - 24	0
		Unknown/Others	0	25 - 44	3
		Ethnicity		45 - 64	3
		Total	12	65 +	0
		Hispanic or Latino	9	Total	12
		Not Hispanic or Latino	3		
		Total	12		

PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project								
Funding Period:	July 1, 2025 – December 31, 2025								
Total <i>unduplicated</i> number of participants to be served:				Reached: 0 Completed: 0					
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)	
Triple P Seminar/Discussion Group/Teen Seminar/Teen Discussion Group, Primary Care	Various Community Sites/ Clark	1-4	1	2	0	July 1, 2025 – June 30, 2026	0	18-65+	

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026.</i>	<i>Deliver Triple P Seminar, Teen Seminar, Primary Care and Teen Discussion Group to 0 participants ages 18-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15, SP26	UD/S	STE04	FAM01,FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)			Location / County (List only one per sheet)		
Triple P Seminar/Discussion Group/Teen Seminar/Teen Discussion Group, Primary Care			Various Community Sites/Clark County		
Gender		Race		Age Groups	
Male	0	American Indian/Alaska Native	0	0 - 4	0
Female	0	Asian	0	5 - 11	0
Total	0	Black/African American	0	12 - 14	0
		Native Hawaiian/Other Pacific Islander	0	15 - 17	0
		White	0	18 - 20	0
		More than One Race	0	21 - 24	0
		Unknown/Others	0	25 - 44	0
		Ethnicity		45 - 64	0
		Total	0	65 +	0
		Hispanic or Latino	0	Total	0
		Not Hispanic or Latino	0		
		Total	0		

PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project							
Funding Period:	July 1, 2025 – December 31, 2025							
Total unduplicated number of participants to be served:				Reached: 0 Completed:0				
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Fear-Less Triple P	Various Community Sites/ Clark	1-4	1	2	0	July 1, 2025 – June 30, 2026	0	18-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026. .</i>	<i>Deliver Fear-Less Triple P to 0 participants ages 18-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15, SP26	UD/S	STE04	FAM01,FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK**

-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)		Location / County (List only one per sheet)	
Fear-Less Triple P		Various Community Sites/Clark County	
Gender	Race	Age Groups	
Male	American Indian/Alaska Native	0 - 4	0
Female	Asian	5 - 11	0
Total	Black/African American	12 - 14	0
	Native Hawaiian/Other Pacific Islander	15 - 17	0
	White	18 - 20	0
	More than One Race	21 - 24	0
	Unknown/Others	25 - 44	0
	Ethnicity	45 - 64	0
	Total	65 +	0
	Hispanic or Latino	Total	0
	Not Hispanic or Latino		0
	Total		0

**PREVENTION SERVICES
PROJECTED SCOPE OF WORK for DIRECT SERVICE PROVIDERS**

Form 1

Organization/Agency Name:	Clark County Department of Clinical & Community Services- Parenting Project							
Funding Period:	July 1, 2025 – December 31, 2025							
Total <i>unduplicated</i> number of participants to be served:			Reached: 12 Completed: 6					
Program, Practice or Strategy (List only one per sheet)	Location / County (List only one per sheet)	Number of Sessions	Number of Sessions per Week	Hours per Session	Times Offered per Year	Estimated Start Dates of Program Iteration	Total Number of Participants	Age Group(s)
Nurturing Fathers	Various Community Sites/ Clark	8	1	2	1	July 1, 2025 – June 30, 2026	12	16-65+

Annual Objectives	Activities	Outputs
<i>Provide multiple parenting programs to 150 participants by June 30, 2026.</i>	<i>Deliver Nurturing Fathers to 12 participants ages 16-65+</i>	<i>Sign-in sheets Pre/post surveys</i>

Continue using above information	<u>Service Code</u> (Single / Recurring)	<u>Program Category</u> (Evidence-based / Non Evidence-based)	<u>Service Population</u> (Target Population) (Up to 5)	<u>Populations</u> Universal Direct, Universal Indirect, Selective, Indicated	<u>Service Type</u> (CSAP Strategy) (Up to 5)	<u>Risk Factors</u> (Up to 5)	<u>Protective Factors</u> (Up to 5)	<u>Intervening Variables</u> (Up to 5)
	R	EB	SP15, SP26	UD/S	STE04	FAM01, FAM02, FAM03	TPR01, TPR02, TPR06, TPR07, TPR10	IVI02, IVI03, IVI04

**PACT COALITION
PREVENTION SERVICES
PROJECTED SCOPE OF WORK**
-Continued-

Form 2

Program, Practice, or Strategy (List only one per sheet)		Location / County (List only one per sheet)			
Nurturing Fathers		Various Community Sites/Clark County			
Gender		Race		Age Groups	
Male	12	American Indian/Alaska Native	0	0 - 4	0
Female	0	Asian	0	5 - 11	0
Total	12	Black/African American	6	12 - 14	0
		Native Hawaiian/Other Pacific Islander	0	15 - 17	0
		White	6	18 - 20	0
		More than One Race	0	21 - 24	2
		Unknown/Others	0	25 - 44	7
		Ethnicity		45 - 64	3
		Total	12	65 +	0
		Hispanic or Latino	4	Total	12
		Not Hispanic or Latino	8		
		Total	12		

Attachment A

****Note:** To be able to use the Scope of Work Form, you will need to download Adobe Reader (this is available at no cost). Just type in the web address and follow the instructions on how to download this program: <http://www.adobe.com/products/reader/>

1. Form 1 Instructions – Use **one** Form 1 for each program and program location.
 - a. Type in your Organization/Agency name.
 - b. Type in the funding period (e.g. July 1, 2011 to June 30, 2012).
 - c. Type in the total number of projected unduplicated participants.
 - d. Type in the name of the program, practice, or strategy you are applying.
 - e. Type in only **one** location and county (if you are providing the service at more than one location/county, list them out on separate lines, using additional sheets if necessary).
 - f. Type in the number of sessions; **do not** use a range (e.g. 8-10). If the program suggests a range, select one number within that range.
 - g. Type in the number of sessions per week; **do not** use a range.
 - h. Type in the number of sessions per hour; **do not** use a range.
 - i. Type in the number of times offered per year; **do not** use a range.
 - j. Type in estimated start dates of program iteration
 - k. Type in the number of participants.
 - l. Type in the age group being serviced (e.g. 5-11). Do not use a code or text, please use the actual age or age range.
 - m. Service Code - select either S (Single) or R (Recurring).
 - n. Program Category - select either EB (evidence-based) or Non EB (Non Evidence-based).
 - o. Service Population (target population) – select up to 5 service population codes (Appendix A)
 - p. Populations - select either U-D (Universal Direct), U-I (Universal Indirect), S (Selective) or I (Indicated).
 - q. Service Type (CSAP prevention strategy) - select up to 5 service type codes (Appendix A).
 - r. Risk Factors – select up to 5 risk factors (Appendix A).
 - s. Protective Factors – select up to 5 protective factors (Appendix A).
 - t. Intervening Variables – select up to 5 intervening variables (Appendix A).
2. Form 2 Instructions - Use **one** Form 2 for each Form 1 created.
 - a. Type in the number of participants based on gender, ethnicity, and age groups.
3. Appendix A – NHIPPS Scope of Work Code List
 - a. Use this list of codes only for completing your scope of work form.

HINT: The SOW instructions should not be included in the subgrant. Make sure to delete them if the program resends them to you.

Appendix A – NHIPPS Scope of Work Code List

SCOPE OF WORK FIELDS FOR NHIPPS

Service Code

Single

Recurring

Program Category

Evidence Based

Non-Evidence Based

Service Population (TARGET POPULATION)

SP01 Business & Industry

SP02 Civic Groups/Coalitions

SP03 College Students

SP04 COSAS-Children of Substance Abusers

SP05 Delinquent/Violent Youth

SP06 Economically Disadvantaged Youth/Adults

SP07 Older Adults

SP08 Government Elected Officials

SP09 Elementary School Students

SP10 General Populations

SP11 Health Professionals

SP12 High School Students

SP13 homeless/Runaway Youth

SP14 Middle/Jr. High School Students

SP15 Parents/Families

SP16 People Using Substances

SP17 People with Disabilities

SP18 People with Mental Health Problems

SP19 Physically/Emotionally Abused People

SP20 Pregnant Females/Women of Childbearing Age

SP21 Preschool Students

SP22 Prevention/Treatment Professionals
SP23 Religious Groups
SP24 School Dropouts
SP25 Teachers/Administrators/Counselors
SP26 Youth/Minors
SP27 Law Enforcement/Military
SP28 Gay/Lesbians
SP98 Other
SP99 Not Applicable

Populations

Universal Direct
Universal Indirect
Selective
Indicated

Service Type (CSAP STRATEGY)

Information Dissemination-STN

STN01 Clearinghouse/Information Resource Center
STN02 Health Fair
STN03 Health Promotion
STN04 Original A/V Material Developed
STN05 Original Written (Print/web/pdf) Material Developed
STN06 Original Curricula Developed
STN07 Original Periodicals Developed (either electronic or print)
STN08 Original PSA's Developed
STN10 A/V Material Disseminated
STN11 Print/Web/pdf/electronic Materials Disseminated
STN12 Curricula Disseminated
STN13 Periodicals Disseminated (either electronic or print)
STN14 PSA's Disseminated
STN15 Resource Directories Disseminated (electronic or print)
STN16 Media Campaigns Distributed
STN17 Speaking Engagement

STN18 Telephone/Email Information Services
STN19 Data Collection
STN20 Info Referral via telephone (Help line)
STN21 Staff Development

Education-STE

STE01 COSA Groups
STE02 Classroom Education Services
STE03 Educational Services for Youth Groups
STE04 Parenting/Family Management Services
STE05 Peer Leader/Helper Programs
STE06 Small Group Sessions

Environmental-STV

STV01 Environmental Consultation to Communities
STV01 Preventing underage Sale of Tobacco and Tobacco Products
STV03 Preventing Underage Alcohol Beverage Sales
STV04 Establishing ATOD-Free Policies
STV06 Public Policy Efforts

Alternatives-STA

STA01 ATOD-Free Social/Recreational Events Attendees
STA03 Community Drop-in centers
STA04 Community Drop-in Center Activities
STA06 Community Services
STA07 Youth/Adult Leadership Function
STA08 Youth/Adult Mentoring
STA09 Academic Enrichment

Problem ID and Referral-STP

STP01 Employee Assistance Program Attendees
STP02 Employee Assistance Program Participants
STP03 Student Assistance Program Attendees
STP04 Student Assistance Program Participants
STP05 DII/SWI/MIP Program Attendees/ Participants

STP06 Prevention Assessment and Referral Attendees

Community Based process-STC

- STC01 Accessing Services and Funding
- STC02 Assessing Community Needs
- STC03 Community/Volunteer Services
- STC04 Formal Community Teams-Formed
- STC05 Community Team Activities/ Meetings
- STC06 Training Services
- STC08 Technical Assistance Services
- STC09 Data Collection
- STC10 Systematic Planning Services
- STC11 Focus Groups
- STC12 Site Visit

Risk Factors (ASSOCIATED RISK FACTORS)

Community Domain

- COM01 Availability of Drugs
- COM02 Availability of Fire Arms
- COM03 Community Laws and Norms Favorable Toward Drug Use, Firearms, and Crime
- COM04 Media Portrayals of Violence
- COM05 Transitions and Mobility
- COM06 Low Neighborhood Attachment & Community Disorganization
- COM07 Extreme Economic Deprivation

Family Domain

- FAM01 Family History of Problem Behavior
- FAM02 Family Management Problems
- FAM03 Family Conflict
- FAM04 Favorable Parental attitudes & Involvement in the Problem Behavior

School Domain

- SCH01 Academic Failure Beginning in Late Elementary School
- SCH02 Lack of Commitment to School

Individual/Peer Domain

- IND01 Early and Persistent Antisocial Behavior
- IND02 Rebelliousness
- IND03 Friends Who Engage in the Problem Behavior
- IND04 Gang Involvement
- IND05 Favorable Attitudes toward the Problem Behavior
- IND06 Early Initiation of the Problem Behavior
- IND07 Constitutional Factors

Protective Factors (TARGETED PROTECTIVE FACTORS)

- TPR01 Strong Bonds with Family
- TPR02 Experiencing/ parental monitoring with clear rules of conduct with the family unit and involved parents in lives of their children
- TPR03 Success in school performance
- TPR04 Strong bonds with pro-social institutions such as the family, school, and religious organizations
- TPR05 Adoption of conventional norms about drug use
- TPR06 Skill building
- TPR07 Problem solving
- TPR08 Support
- TPR09 Empowerment
- TPR10 Boundaries and Expectations
- TPR11 Constructive Use of Time
- TPR12 Commitment to Learning
- TPR13 Positive Values
- TPR14 Social Competencies
- TPR15 Positive Identity

Intervening Variables

Availability

- IVA01 Economic Availability (Pricing)
- IVA02 Retail Availability
- IVA03 Social Availability

Promotion

IVP01 Promotional Efforts
IVP02 Advertising

Norms

IVN01 Community Norms
IVN02 Social Norms

Enforcement

IVE01 Enforcement of Laws, Regulations, Administrative Restrictions

Individual-Level Factors

IVI01 Biological Factors
IVI02 Social Control
IVI03 Social Learning
IVI04 General Strain
IVI05 Perception of Risk

PACT COALITION BUDGET REQUEST AND JUSTIFICATION FORM

Organization Name: Clark County Clinical & Community Services-Parenting Project

2025-2026

PERSONNEL COSTS: Detail all salaries and wages required for program activities to be paid for by this request for funding. None of the funds provided may be used to pay the salary of an individual at a rate in excess of Level I of the current Executive Schedule.	\$10,000
JUSTIFICATION: \$10,000 is requested for part-time salaries: 28 part-time Facilitation/Mediation Specialists will teach approximately 12 evidence-based programs for 150 participants. (\$20- \$25/hour X 312.5 hours = \$7813 + \$207 for payroll taxes=\$8,020) 3 part-time Management Assistants manage daily program functions, oversee registration, prepare materials for the Facilitation Mediation Specialists, represent the program at community meetings and events, and score assessments for program evaluation. (\$18-\$19 per hour X 60 hours = \$1080) 3 part- time Customer Service Assistants conduct intakes, register participants for programs, make reminder calls, manage and maintain attendance records, prepare correspondence and certificates of completion. (\$15 per hour x 60 - \$900) 1 Training Coordinator: \$0 - funded by Clark County and provides oversight of operational and programmatic activities Total: \$8,020 + 1080+ 900 = \$10,000	

CONSULTANTS/CONTRACT SERVICES: List all consultant/contract personnel in order of priority need. (Consultant travel and expenses should be included in this section.) Remember to list the rate and times for each consultant.	\$0
JUSTIFICATION: No consultant/contract services are being requested.	

TRAVEL COSTS: This is for staff travel related to program activities. Per mile cost and per diem rates should not exceed the current state rates. Current in-state rates can be obtained from Government Services Administration. Show the basis of computation (i.e., cost per night for lodging x number of nights = total lodging expense).	\$0
JUSTIFICATION: No travel expenses are being requested.	

TRAINING: Registration (fees/conference/training) costs should be included in this section.	\$0
JUSTIFICATION: Should training funds become available, they would be used to train new staff in evidence-based programs. Triple P training and certification costs range from \$1800-\$2935 per training. No funding is being requested.	

OPERATING COSTS: Include in this section requests to support all of the following: building space, utilities, telephone, postage, printing and copying, publication, desktop and consumable office supplies, and other.	\$0
JUSTIFICATION: Consumable office/program supplies to include paper, folders, markers, pens, etc-12 programs x \$20 per program= \$240 Small equipment - \$0 Printing - \$0 Curriculum/Publications - \$0 Marketing/CANVA License fee - \$279 SAPTA certification fee - \$ Operating costs such as office space, computers, communication and copier equipment and IT support are provided by the county allowing grant funds to be used solely for supplies and direct program services to families in Clark County. No funds are requested.	

Linc

OTHER COSTS: Provide a description and the purpose/need for each item. The only items that are placed under the "other" category are your indirect cost rate and any costs not listed above.	\$0
JUSTIFICATION: No other costs are requested.	

Programs are scalable based upon funding.

Add: Personnel, Consultants, Travel, Training, Operating, and Other	TOTAL REQUEST	\$10,000
--	----------------------	-----------------