



State of Nevada
Department of Health and Human Services
Division of Public & Behavioral Health
(hereinafter referred to as the Department)

Agency Ref. #: **SG 25005**
Budget Account: **3170**
Category: **15,28,31**
GL: **9395820,**
9395920,
9378820
Job Number:

NOTICE OF SUBAWARD

Program Name: Regional Coordinators Bureau of Behavioral Health Wellness and Prevention Charlotte Andreasen / candreasen@health.nv.gov		Subrecipient's Name: Clark County Social Services Teresa Etcheberry / Teresa.Etcheberry@ClarkCountyNV.gov																					
Address: 4126 Technology Way, Suite #200 Carson City, NV 89706-2009		Address: 1600 Pinto Lane Las Vegas, NV 89106																					
Subaward Period: October 1, 2020 through September 30, 2021		Subrecipient's: EIN: 88-6000028 Vendor #: T81026920Y Dun & Bradstreet: 083782953																					
Purpose of Award: Purpose of Award: COVID-19 Pandemic Adaptation of Tasks and High Focus Priority Area. To fund a Regional Health Program Coordinator and support staff to support the continuation of an effective behavioral health system of care.																							
Region(s) to be served: <input type="checkbox"/> Statewide <input checked="" type="checkbox"/> Specific county or counties: Clark County																							
Approved Budget Categories: <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>1. Personnel</td><td style="text-align: right;">\$90,440.00</td></tr> <tr><td>2. Travel</td><td style="text-align: right;">\$4,480.00</td></tr> <tr><td>3. Operating</td><td style="text-align: right;">\$2,040.00</td></tr> <tr><td>4. Equipment</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>5. Contractual/Consultant</td><td style="text-align: right;">\$20,000.00</td></tr> <tr><td>6. Training</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>7. Other</td><td style="text-align: right;">\$600.00</td></tr> <tr><td>TOTAL DIRECT COSTS</td><td style="text-align: right;">\$117,560.00</td></tr> <tr><td>8. Indirect Costs</td><td style="text-align: right;">\$11,756.00</td></tr> <tr><td>TOTAL APPROVED BUDGET</td><td style="text-align: right;">\$129,316.00</td></tr> </table>		1. Personnel	\$90,440.00	2. Travel	\$4,480.00	3. Operating	\$2,040.00	4. Equipment	\$0.00	5. Contractual/Consultant	\$20,000.00	6. Training	\$0.00	7. Other	\$600.00	TOTAL DIRECT COSTS	\$117,560.00	8. Indirect Costs	\$11,756.00	TOTAL APPROVED BUDGET	\$129,316.00	FEDERAL AWARD COMPUTATION: Total Obligated by this Action: \$ 32,329.00 Cumulative Prior Awards this Budget Period: \$ 0.00 Total Federal Funds Awarded to Date: \$ 32,329.00 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 Federal Budget Period: October 1, 2019 through September 30, 2021 Federal Project Period: October 1, 2019 through September 30, 2021 FOR AGENCY USE, ONLY	
1. Personnel	\$90,440.00																						
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TOTAL DIRECT COSTS	\$117,560.00																						
8. Indirect Costs	\$11,756.00																						
TOTAL APPROVED BUDGET	\$129,316.00																						
Source of Funds: Substance Abuse and Mental Health Services (SAMHSA), Federal Fiscal Year (FFY) 2020 Block Grants for Community Mental Health Services	% Funds: 25%	CFDA: 93.958	FAIN: B09SM082616-01																				
Federal Grant #: 6B09SM082616-01M004		Grant Award Date by Federal Agency: 9/25/2020																					
Agency Approved Indirect Rate: 7.9%		Subrecipient Approved Indirect Rate: 10% de minimis																					
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 Subrecipient must comply with all applicable Federal regulations Quarterly progress reports are due by the 30th of each month following the end of the quarter, unless specific exceptions are provided in writing by the grant administrator. Financial Status Reports and Requests for Funds must be submitted monthly, unless specific exceptions are provided in writing by the grant administrator. 																							
Incorporated Documents: Section A: Grant Conditions and Assurances; Section B: Description of Services, Scope of Work and Deliverables; Section C: Budget and Financial Reporting Requirements; Section D: Request for Reimbursement;		Section E: Audit Information Request; Section F: Current/Former State Employee Disclaimer; Section G: DHHS Confidentiality Addendum; and																					

Name	Signature	Date
Michael Pawlak Director, Clark County Social Services		
Brook Adie, MS Bureau Chief, BHWP		
for Lisa Sherych Administrator, DPBH		

**STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC & BEHAVIORAL HEALTH
NOTICE OF SUBAWARD**

NOTICE OF SUBAWARD ADDITIONAL FEDERAL FUNDING SHEET (OPTIONAL)

Federal Award Computation				
Total Obligated by this Action:		\$	39,441.38	
Cumulative Prior Awards this Budget Period:		\$	0.00	
Total Federal Funds Awarded to Date:		\$	39,441.38	
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				
Federal Budget Period: October 1, 2019 through September 30, 2021				
Federal Project Period: October 1, 2019 through September 30, 2021				
FOR AGENCY USE, ONLY				
Source of Funds: Substance Abuse and Mental Health Services (SAMHSA), Federal Fiscal Year (FFY) 2020 Substance Abuse Prevention and Treatment Block Grant		% Funds: 30.5%	CFDA: 93.959	FAIN: B08TI083130-01
				FEDERAL GRANT #: 6B08TI083130-01M004
Federal Grant Award Date by Federal Agency:			9/24/2020	

Federal Award Computation				
Total Obligated by this Action:		\$	57,545.62	
Cumulative Prior Awards this Budget Period:		\$	0.00	
Total Federal Funds Awarded to Date:		\$	57,545.62	
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				
Federal Budget Period: September 30, 2020 through September 29, 2021				
Federal Project Period: September 30, 2020 through September 29, 2022				
FOR AGENCY USE, ONLY				
Source of Funds: Substance Abuse and Mental Health Services (SAMHSA), FFY 2020 State of Nevada Opioid SOR Grant		% Funds: 44.5%	CFDA: 93.788	FAIN: H79TI083310
				FEDERAL GRANT #: 1H79TI083310-01
Federal Grant Award Date by Federal Agency:			8/27/2020	

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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. The Department of Health and Human Services (hereafter referred to as "Department") 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. The Department 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 the Department or Recipient from its obligations under this Agreement.
 - The Department 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 the Department and Recipient.
3. 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 the Department. 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 the Department, become the property of the Department, 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.
 - The Department 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 Department may declare the Recipient ineligible for any further participation in the Department'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, the Department 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 E 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).

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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 the Department of Health and Human Services 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 the Nevada Department of Health and Human Services 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 the Department 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.

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SECTION B

Description of Services, Scope of Work and Deliverables

Clark County Social Services hereinafter referred to as Subrecipient, agrees to provide the following services and reports according to the identified timeframes:

Purpose: Provide funding for a Regional Behavioral Health Coordinator (RBHC) to help build community capacity to improve access to treatment, education, and related behavioral health services to persons with Serious Mental Illness (SMI) as well as those who may have co-occurring or separate substance use disorders (SUD) and stimulant use disorder.

Brief Description of Program: In compliance with agency's job duty classifications and with the duties of the Nevada Division of Public and Behavioral Health (DPBH) Notice of Subgrant Award (NOSA) requirements and deliverables, this position will support, develop and/or implement projects for the prevention, treatment and rehabilitation activities directed to behavioral health which includes the disease of alcohol and substance abuse, including opiate dependence/use. This position will provide leadership and guidance on behavioral health concerns to include work with the Severely Mental Ill (SMI) population; implement and develop related policies and programs; plan and coordinate the Behavioral Health programs in (Identify the region area) across the continuum to include children services; adult and senior services; and, collaborate and collaborate the mental health and substance abuse treatment programs in (Region) with state, county and community organizations. The position will follow, without lobbying legislative concerns that impact behavioral health concerns, SUD, including opiate dependence/use within the community. This position will also coordinate with State and Regional agencies in the behavioral response to disasters/emergencies.

Scope of Work for Clark County Social Services

Goal 1: Achieve and sustain community-wide engagement and programmatic participation of behavioral health (mental health and substance use disorder) stakeholders and partners.		
Objective(s)	Activities	Due Date Documentation Needed
1. By 09/30/2021, 75% of all known behavioral health (mental health/substance use disorders) providers/educators will be effectively engaged.	1a. Participate in and facilitate state and regional meetings involving those that support treatment and services to adults with Serious Mental Illness (SMI) and/or children with Serious Emotional Disturbances (SED), to share information/resources; provide technical assistance (TA) and coordinate activities dealing with the full spectrum of behavioral health concerns.	Ongoing 1a. Attendance logs, agendas, minutes as available; presentation material; to be included in Monthly/Quarterly Reports * (First report should include baseline data of mental health providers.)
	1b. Participate in and facilitate state, regional and stakeholder meetings involving those that support and provide treatment and services to individuals with substance abuse disorders (SUD) as well as those who have specific opioid use disorders (OUD), to share information/resources; provide TA and coordinate activities dealing with the full spectrum of response; treatment, education and referral.	Ongoing 1b. Attendance logs, agendas, minutes as available; to be included in Monthly/Quarterly Reports *
	1c. Support assigned Regional Behavioral Health Policy Board (RBHPB), composed of legislatively mandated individuals with an interest in/providers of behavioral health services, by facilitation and logistical planning of meetings, including compliance with Open Meeting Law (OML).	Ongoing 1c. Agenda, meeting notes, to be included in Monthly/Quarterly Reports *
	1d. Meet quarterly with other State Regional Behavioral Health Coordinators (RHBCs) in Nevada to collaborate on regional behavioral health activities; and to share resources and information to benefit statewide engagement and collaboration in behavioral health activities.	Ongoing 1d. Meeting Agendas, presentation copies; to be included in Monthly/Quarterly Reports *
	1e. Engage in coordinating activities including the provision of technical assistance to the regional behavioral health board, regarding activities identified in the state strategic plan.	Ongoing 1e. Meeting Agendas, presentation copies; Monthly/Quarterly Reports *
	1f. Provide support including communication and work with law enforcement, community stakeholders related to individuals with behavioral health concerns.	Ongoing 1f. Program report, strategic plan, or other planning document; data report. Monthly/Quarterly Reports *
Overall Evaluation: The quarterly report will contain a summary (qualitative and quantitative) of meetings, minutes, matrices, agendas as well as relevant documentation representing relevant data to support any findings.		

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*For Federal/State auditing purposes if an agenda nor minutes are available for submission during a specific submission of performance or progress reports, a provided time-stamped outlook or other web-based platform calendar report may be substituted.

Goal 2: Participate and support in planning and policy development addressing behavioral health concerns including but not limited to jail diversion, substance use disorders including opioids and homelessness in Clark County.

Objective(s)	Activities	Due Date	Documentation Needed
1. By 9/30/2021, data will support behavioral health strategic planning efforts in Clark County.	1a. Support RBHPB in identification, planning and implementation of regional behavioral health priorities and initiatives around jail diversion for those with behavioral health concerns.	Ongoing	1a. Attendance logs, agendas, minutes as available; Quarterly Report*
	1b. Provide support including communication and work with law enforcement related to jail diversion in response and planning activities within individual areas identified.	Ongoing	1b. Program report, strategic plan, or other planning document; data report
	1c. Participate in continuing planning efforts toward establishment of Regional Crisis Stabilization program.	Ongoing	1c. Meeting notes, materials, Quarterly Report*
	1d. Recommend process development and trainings for operational changes to address contractual funding obligations.	Ongoing	1d. Meeting notes, materials, Quarterly Report*
	1e. Assist RBHPB in evaluation of current services and identify unmet needs to support individuals in need of mental health and substance use disorder treatment and prevention services.	Ongoing	1e. Yearly regional report submitted to BHWP
2. By 9/30/2021, data will support that behavioral health strategic planning efforts in Clark County continue to impact policy development and process improvement for services to SMI/SED population	2a. Support RBHPB in identification, planning and implementation of regional behavioral health priorities and initiatives in SED/SMI outreach, services, treatment, and referral	Ongoing	2a. Attendance logs, agendas, minutes as available; Quarterly Report*
	2b. Provide collaboration and support to community program representatives dealing with direct services to SMI population to update, review and revise policy and process.	Ongoing	2b. Program report, strategic plan, or other planning document; data report
	2c. Provide supports including communication and work with local law enforcements, related to planning and process for services to SMI/SED population	Ongoing	2c. Program report, strategic plan, or other planning document; data report
	2d. Provide operational directives to meet contractual and quality requirements.	Ongoing	2d. Provide documents of recommendation and review of trainings and operational changes. Quarterly Report. *
	2e. Provide evaluation of program recommendations for addressing identified gaps in direct services to reduce recidivism based on utilization reports.	Ongoing	2e. Provide documents of recommendation and review of trainings and operational changes. Quarterly Report. *
3. By 9/30/2021, data will support that behavioral health strategic planning efforts in Clark County continue to impact policy development and process improvement for services to SUD/ODU population.	3a. Support RBHPB in identification, planning and implementation of regional behavioral health priorities and initiatives in SUD/ODU outreach, services, treatment, referral, and education.	Ongoing	3a. Attendance logs, agendas, minutes as available; Quarterly Report*
	3b. Provide support and oversight of stakeholder's dealing with direct services to SUD/ODU population to update, review and revise policy and process	Ongoing	3b. Program report, strategic plan, or other planning document; data report
	3c. Provide supports including communication and work with law enforcement related to planning and process for services to SUD/ODU population. will provide a minimum of two trainings to community providers on identifying individuals in needs, appropriate referrals, and how to access services.	Ongoing	3c. Program report, strategic plan, or other planning document; data report. Copy of educational materials for clients served.

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<p>4. By 9/30/2021, data will support that behavioral health strategic planning efforts in Clark County continue to impact policy development and process improvement for services to the homeless population.</p>	<p>3d. Provide a forum to discuss SUD/OD treatment and system concerns. Address contractual and funding obligations, recommend changes to optimize funding. Prepare and analyzes coordination of quality and process improvement activities with SUD/OD with Quality Improvement Organization assistance.</p>	Ongoing	<p>3d. Program report, strategic plan, or other planning document. Attendance logs, agendas, minutes as available; Monthly/Quarterly Report*</p>
	<p>3e. Facilitate discussions to identify new and existing practices and procedures, identifying gaps in system and make recommendations to support recovery model system of care.</p>	Ongoing	<p>3e. Program report, strategic plan, or other planning document. Attendance logs or training logs, agendas, minutes as available; Monthly/Quarterly Report*</p>
	<p>3f. Promote SAMHSA's Evidence-Based Practices Resource Center to access the latest prevention, treatment, and recovery science. https://www.samhsa.gov/ebp-resource-center</p>	Ongoing	<p>3f. Program report identifying review of SAMHSA web-site. SAMSHA/CASAT training Agendas. Monthly/Quarterly reports*</p>
	<p>3g. Participate, as requested, on monthly State Opioid Response sub awardee meetings to provide updates specific to activities the Regional Behavioral Health Coordinator is working on for SOR grantees.</p>	Ongoing	<p>3g. Meeting attendance</p>
	<p>3h. Promote Overdose Education and Naloxone Distribution opportunities, as able.</p>	Ongoing	<p>3h. Program Monthly/Quarterly reports</p>
	<p>3i. Assist with the promotion of SOR related materials, programs, services, technical assistance activities, and outreach efforts, and care coordination, as requested.</p>	Ongoing	<p>3i. Program Monthly/Quarterly reports</p>
<p>4a. Support and participate in the County initiatives including Build for Zero, regarding homeless services in Clark County.</p> <p>4b. Provide supports and oversight of stakeholder's dealing with direct services to homeless population to update, review and revise policy and process</p> <p>4c. Provide support including communication and work with law enforcement related to planning and process for services to homeless population</p>	<p>4a. Support and participate in the County initiatives including Build for Zero, regarding homeless services in Clark County.</p>	Ongoing	<p>4a. Attendance logs, agendas, minutes as available; Quarterly Report*</p>
	<p>4b. Provide supports and oversight of stakeholder's dealing with direct services to homeless population to update, review and revise policy and process</p>	Ongoing	<p>4b. Program report, strategic plan, or other planning document; data report</p>
	<p>4c. Provide support including communication and work with law enforcement related to planning and process for services to homeless population</p>	Ongoing	<p>4c. Program report, strategic plan, or other planning document; data report</p>
<p>Overall Evaluation: The quarterly report will contain a summary (qualitative and quantitative) of meetings, minutes, matrices, agendas as well as relevant documentation representing relevant data to support any findings. Any developed policies will have reports indicating progress/success. *For Federal/State auditing purposes if an agenda nor minutes are available for submission during a specific submission of performance or progress reports, a provided time-stamped outlook or other web-based platform calendar report may be substituted.</p>			

Goal 3: Contribute to increasing capacity of the behavioral health system in region through RBHC goals, objectives, and activities

Objective(s)	Activities	Due Date	Documentation Needed
<p>1. By 09/30/2021, Assist the behavioral health community and HSA in formalizing behavioral health and initiatives through development of strategic plans, policies and procedures, program evaluation.</p>	<p>1a. Participate in grant research and program oversight in specific behavioral health activities within region.</p>	Ongoing	<p>1a. Grant documents, reports, Quarterly Reports*</p>
	<p>1b. Play an ongoing leadership role by participating on regional task forces, committees, commissions, and groups related to the expansion of behavioral health services including response to emergency and disasters</p>	Ongoing	<p>1b. Attendance logs, agendas, minutes as available; Quarterly Report*</p>
	<p>1c. Serve as facilitator and support to the RBHPB including the logistics of meetings and the development of annual report.</p>	Ongoing	<p>1c. Attendance logs, agendas, minutes as available; Quarterly Report*</p>
<p>2. By 09/30/2021, identify the behavioral health needs of the community, evaluate the</p>	<p>2a. Develop and maintain liaison relationships with state, county, and local agencies to coordinate on shared behavioral health initiatives.</p>	Ongoing	<p>2a. Attendance logs, agendas, minutes as available; Monthly/Quarterly Reports</p>

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quality of behavioral health services in accordance with the principles and best practices of the industry, address concerns and concerns, resolve problems and develop plans and objectives	2b. Review and provide input and feedback on plans, budgets, policies, and community needs continuing to coordinate new and existing resources and programs to address identified barriers or unmet needs.	Ongoing	2b. Attendance logs, agendas, minutes as available; Monthly/Quarterly Report*
3. By 09/30/2021, develop a comprehensive behavioral health emergency response policy/process for Clark County and develop support teams.	3a. Work with State and Regional partners to develop specific behavioral health emergency response plan (BHERP); 3b. Supervise at the regional level, the community Resilience Ambassadors through the FEMA CCP grant.	Ongoing 9/30/2021	3a. BHERP and associated annexes 3b. CCP data reports.
4. By 09/30/2021, identify legislation that impacts the delivery of services to the full spectrum of individuals in need of behavioral health services	4a. Serve as RBHC legislative liaison, (not lobbyist) reviewing pending and enacted legislation that impacts the Department and Region at all levels, including emphasis on Behavioral Health and Substance Abuse concerns.	9/30/2021	4a. Legislative Matrix
Overall Evaluation: The quarterly report will contain a summary (qualitative and quantitative) of meetings, minutes, matrices, agendas as well as relevant documentation representing relevant data to support any findings. Any developed policies will have reports indicating progress/success. *For Federal/State auditing purposes if an agenda nor minutes are available for submission during a specific submission of performance or progress reports, a provided time-stamped outlook or other web-based platform calendar report may be substituted.			

Goal 4: All meetings identified as a gathering of a public body where a quorum is present, or a series of gatherings on members of a public body must compliance to the State's open meeting requirements under Chapter 241, Meetings of State and local agencies.

Objective(s)	Activities	Due Date	Documentation Needed
1. 1. Compliance with State of Nevada's Open Meeting Law. 100% of all.	1a. All requirements must be followed per the established meeting requirements under NRS Chapter 241, Meetings of State and local agencies. https://www.leg.state.nv.us/NRS/NRS-241.html	Ongoing	1a. Meeting agendas and minutes posted.
	1b. The State's Attorney General has stated that if a majority of members of a public body meet informally, to discuss any matter over which the body has control, that gathering must comply with the open meeting law.	Ongoing	1b. Compliance review of all open meeting postings
	1c. The Division of Public and Behavioral Health developed policies and procedure provided concerning open meeting law will be reviewed for compliance to NRS 241.	Ongoing	1c. Compliance with Division policy and procedure and review of all open meeting postings
	1d. The open meeting laws requirements apply to meeting held telephonically. NRS 241.023	Ongoing	1d. All telephonic meetings, agendas and minutes posted.
Overall Evaluation: The quarterly report will contain a summary (qualitative and quantitative) of meetings, minutes, agenda posted in compliance to the State of Nevada Revised Statutes (NRS) open meeting law, NRS.241 and Division of Public Behavioral Health mandated requirements.			

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

**STATE OF NEVADA
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DIVISION OF PUBLIC & BEHAVIORAL HEALTH
NOTICE OF SUBAWARD**

SECTION C

Budget and Financial Reporting Requirements

Identify the source of funding on all printed documents purchased or produced within the scope of this subaward, using a statement similar to: "This publication (journal, article, etc.) was supported by the Nevada State Department of Health and Human Services through Grant Numbers 6B09SM082616-01M003, 6B08TI083130-01M004, and 1H79TI083310-01 from the Substance Abuse and Mental Health Services Administration (SAMHSA). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Department nor SAMHSA."

Any activities performed under this subaward shall acknowledge the funding was provided through the Department by Grant Number 6B09SM082616-01M003, 6B08TI083130-01M003, and 1H79TI083310-01 from the Substance Abuse and Mental Health Services Administration (SAMHSA).

Subrecipient agrees to adhere to the following budget:

BUDGET NARRATIVE

Total Personnel Costs	including fringe	Total:	\$90,440
-			

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Regional Behavioral Health Coordinator, Teresa Etcheberry</u>	\$68,000.00	33.000%	100.000%	12	100.00%	\$90,440

The Regional Behavioral Health Coordinator (RBHC) will help build community capacity to improve access to treatment, education, and related behavioral health services to persons with Serious Mental Illness (SMI) as well as those who may have co-occurring or separate substance use disorders (SUD), including opiate dependence/use.

-						
Total Fringe Cost	\$22,440			Total Salary Cost:		\$68,000
Total Budgeted FTE	1.00000					

Travel	Total:	\$4,480
In-State Travel		\$4,480

<u>Origin & Destination</u>	<u>Cost</u>	<u># of Trips</u>	<u># of days</u>	<u># of Staff</u>	
Airfare: (LV to Reno)	\$250	4		1	\$1,000
Per Diem:	\$55	4	4	1	\$720
Lodging:	\$126	4	3	1	\$2,096
Ground Transportation: Rental Car	\$58.00	4	4		\$928
Parking:	\$10	4	4	1	\$200

Justification:

The RBHC participates in and facilitates state, regional and stakeholder meetings involving those that support and provide treatment and services to individuals with substance abuse disorders (SUD) as well as those who have specific opioid use disorders (OUD), to share information/resources; provide TA and coordinate activities dealing with the full spectrum of response, treatment, education and referral. Lodging rate is listed at \$126, as the dates of travel are not yet confirmed and \$126 is the highest rate that may be paid during 2021 for lodging in Reno.

Operating	Total:	\$2,040
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Office supplies \$50 x 1 FTE staff x 12 months	\$600.00
Communications/Cellphone Svc \$40 x 12 months	\$480.00
Communications/Internet/Tablet Svc \$80 x 12 months	\$960.00

Justification:

Office Supplies will cover items such as pens, paper, binders, etc. Cellphone and tablet services are needed due to travel outside of office for meetings and work with community partners.

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Equipment	Total:	\$0
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Contractual		\$20,000
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Annual Community wide training and technical assistance and statewide full-day training opportunity.

Name of Contractor, Subrecipient: Various Experts **Total \$20,000**

Method of Selection: sole source

Period of Performance: Oct 2020 to Sept 2021

Scope of Work: Annual Community wide training and technical assistance and statewide full-day training opportunity. - Dates to be determined. Training to include expertise from presenters in Best Practices and evidence-based presentations, related to those that support treatment and services to adults with Serious Mental Illness (SMI) and/or children with Serious Emotional Disturbances (SED), to share information/resources; provide technical assistance (TA) and coordinate activities dealing with the full spectrum of behavioral health issues.

* Sole Source Justification: Presenters will be chosen based on level of expertise.

Budget

Personnel	\$20,000.00	
Travel	\$0.00	
Total Budget	\$20,000.00	

Method of Accountability: Oversight and monitoring will be jointly coordinated with subrecipient and DPBS representatives.

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Training	Total:	\$0
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Other	Total:	\$600
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Printing Services: \$ 50/mo. x 12 months \$600

Justification:

The Behavioral Coordinator regularly makes presentations to the community and to meetings which require to print handouts and brochures.

TOTAL DIRECT CHARGES	\$117,560
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Indirect Charges	Indirect Rate:	10.000%	\$11,756
Indirect Methodology:			

TOTAL BUDGET	Total:	\$129,316
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Form 2

A. PATTERN BOXES ARE FORMULA DRIVEN - DO NOT OVERRIDE - SEE INSTRUCTIONS

EXPENSE CATEGORY

TOTAL EXPENSE	\$32,329.00	\$39,441.38	\$57,545.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$129,316.00
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[illegible]

B. Explain any items noted as pending:

[illegible]

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- Department of Health and Human Services 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).

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 **\$129,316.00**
- Requests for Reimbursement will be accompanied by supporting documentation, including a line item description of expenses incurred;
- Payroll printout, mileage logs, receipts and other documentation upon request.
- Additional expenditure detail will be provided upon request from the Department.

Additionally, the Subrecipient agrees to provide:

- A complete financial accounting of all expenditures to the Department within 30 days of the **CLOSE OF THE SUBAWARD PERIOD**. Any un-obligated funds shall be returned to the Department 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 45-day closing period, the Department may not be able to provide reimbursement.
- If a credit is owed to the Department after the 45-day closing period, the funds must be returned to the Department within 30 days of identification.

The Department agrees:

- Providing 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.
- The Department reserves the right to hold reimbursement under this subaward until any delinquent forms, reports, and expenditure documentation are submitted to and accepted by the Department.

Both parties agree:

- Site Visit will be scheduled in partnership with the Bureau of Behavioral Health Wellness and Prevention and will occur once a year.
- 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 G, 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 the Department 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 the Department, 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 15th of the month.
- 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.

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NOTICE OF SUBAWARD
SECTION D
Request for Reimbursement

Agency Ref. #: **HD 25005**
 Budget Account: 3170
 GL: _____
 Draw #: _____

Program Name: Regional Coordinators Bureau of Behavioral Health Wellness and Prevention	Subrecipient Name: Clark County Social Services
Address: 4126 Technology Way Suite 200 Carson City, NV 89706	Address: 1600 Pinto Lane Las Vegas, NV 89106
Subaward Period: October 1, 2020 through September 30, 2021	Subrecipient's: EIN: 88-6000028 Vendor #: T81026920Y

FINANCIAL REPORT AND REQUEST FOR REIMBURSEMENT

(must be accompanied by expenditure report/back-up)

Month(s)

Calendar year

Approved Budget Category	A Approved Budget	B Total Prior Requests	C Current Request	D Year to Date Total	E Budget Balance	F Percent Expended
1. Personnel	\$90,440.00	\$0.00	\$0.00	\$0.00	\$90,440.00	0.0%
2. Travel	\$4,480.00	\$0.00	\$0.00	\$0.00	\$4,480.00	0.0%
3. Operating	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00	0.0%
4. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
5. Contractual/Consultant	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0%
6. Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-
7. Other	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.0%
8. Indirect	\$11,756.00	\$0.00	\$0.00	\$0.00	\$11,756.00	0.0%
Total	\$129,316.00	\$0.00	\$0.00	\$0.00	\$129,316.00	0.0%

I, a duty authorized signatory for the applicant, certify to the best of my knowledge and belief that this report is true, complete and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the grant award; and that the amount of this request is not in excess of current needs or, cumulatively for the grant term, in excess of the total approved grant award. I am aware that any false, fictitious or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims, or otherwise. I verify that the cost allocation and backup documentation attached is correct.

Authorized Signature _____	Title _____	Date _____
FOR DEPARTMENT USE ONLY		
Is program contact required? ____ Yes ____ No Contact Person: _____		
Reason for contact: _____		
Fiscal review/approval date: _____		
Scope of Work review/approval date: _____		
ASO or Bureau Chief (as required): _____		Date _____

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SECTION E**

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? _____
4. What is the official name of your organization? _____
5. How often is your organization audited? _____
6. When was your last audit performed? _____
7. What time-period did your last audit cover? _____
8. Which accounting firm conducted your last audit? _____

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

STATE OF NEVADA
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NOTICE OF SUBAWARD

SECTION F

Current or 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 Department.

Name	Services
<hr/>	<hr/>
<hr/>	<hr/>
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<hr/>	<hr/>
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Subrecipient agrees that any employees listed cannot perform work until approval has been given from the Department.

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

STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC & BEHAVIORAL HEALTH
NOTICE OF SUBAWARD

SECTION G

Confidentiality Addendum

BETWEEN

Nevada Department of Health and Human Services

Hereinafter referred to as "Department"

And

Clark County Social Services

Hereinafter referred to as "Contractor"

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

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

NOW, THEREFORE, Department 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 Department or created by Subrecipient from that confidential information is destroyed or returned, if feasible, to Department 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 Department 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 Department 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 Department.

VI. OBLIGATIONS OF CONTRACTOR

**STATE OF NEVADA
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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 Department 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 Department. 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 the Department 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.