



Grant Number: 1UE2EH000724-01

Principal Investigator(s):
CHRISTOPHER DAY

Project Title: PREVENTING CAMPYLOBACTER EXPOSURE IN THE RETAIL FOOD ENVIRONMENT

DEAN PETERSON
SAN MATEO HEALTH SYSTEM
2000 ALAMEDA DE LAS PULGAS
SUITE 100
SAN MATEO, CA 94403

Budget Period: 07/01/2010 – 06/30/2011
Project Period: 07/01/2010 – 06/30/2015

Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$149,078 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to SAN MATEO COUNTY DEPT OF HEALTH SERVICES in support of the above referenced project. This award is pursuant to the authority of Sect 301 and 307 PHS Act(42 USC Sect 241 and 247), amended and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Ralph U Robinson
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 1UE2EH000724-01**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$94,454
Fringe Benefits	\$31,784
Personnel Costs (Subtotal)	\$126,238
Supplies	\$8,000
Travel Costs	\$1,640
Consortium/Contractual Cost	\$13,200

Federal Direct Costs	\$149,078
Approved Budget	\$149,078
Federal Share	\$149,078
TOTAL FEDERAL AWARD AMOUNT	\$149,078

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$149,078

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

02	\$149,078
03	\$149,078
04	\$149,078
05	\$149,078

Fiscal Information:

CFDA Number: 93.070
 EIN: 1946000532B9
 Document Number: UEH000724A

IC	CAN	2010	2011	2012	2013	2014
EH	9211869	\$149,078	\$149,078	\$149,078	\$149,078	\$149,078

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
1	\$149,078	\$149,078
2	\$149,078	\$149,078
3	\$149,078	\$149,078
4	\$149,078	\$149,078
5	\$149,078	\$149,078

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

CDC Administrative Data:

PCC: N / OC: 4151

SECTION II – PAYMENT/HOTLINE INFORMATION – 1UE2EH000724-01

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 1UE2EH000724-01

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:
Additional Costs

SECTION IV – EH Special Terms and Conditions – 1UE2EH000724-01

Funding Opportunity Announcement (FOA) Number: EH10-10013
Award Number: 1 UE2 EH 000724-01
Approval List Number: C0-050-G10

TERMS AND CONDITIONS OF THIS AWARD

1. **INCORPORATION:** Funding Opportunity Announcement Number EH10-1001 entitled, Environmental Health Specialist Network, and application dated April 19, 2010, as amended, is made a part of this New Non-Research award by reference.

This award provides funding for the period, July 1, 2010 through June 30, 2011.

The following regulations and policies are applicable to this award.

- a. HHS Policy Statement
- b. Administrative Regulation - OMB Circular A-102 (45 CFR Part 74)
- c. Cost Principles - OMB Circular A-87 (2 CFR Part 225)

Note: The above documents can be found at Website:
<http://www.cdc.gov/od/pgo/funding/grants/references.shtm>

2. **INDIRECT COSTS:** Indirect costs are not being charged to the grant.

3. **REPORTING REQUIREMENTS:**

a) **Annual Financial Status Report (FSR, SF 269 or SF 269A):**

The Annual Financial Status Report (FSR) is required and must be submitted 90 days after the end of each budget period. The FSR is due to the Grants Management Specialist on September 30, 2011. The Reporting period is July 1, 2010 through June 30, 2011. The FSR should be submitted by your business office on Standard Form 269 and should include only those funds authorized and actually expended during the timeframe covered by the report. Any FSR submitted on a cumulative basis will be returned. If at all possible, do not handwrite forms. Electronic versions of the form can be downloaded into Adobe Acrobat and completed on-line by visiting:
<http://www.whitehouse.gov/omb/grants/sf269a.pdf>.

b) **Progress Reporting:**

i. An interim progress report is required and will serve as your non-competing continuation application. A specific due date and guidance will be provided by the Grants Management Specialist at a later time. The report must contain the following:

- Status/Progress of Current Budget Period Goals and Objectives
- Also include key organizational changes, key staff changes, and an implementation plan for each activity.
- Current Budget Period Financial Progress and amount of estimated unobligated balances

- New Budget Period Program Proposed Activity Objectives and timelines
- Ensure Objectives are specific, measurable, appropriate, realistic, and time-phased.
- Measures of Effectiveness.
- Additional requested information.
- Detailed Line-Item Budget and Justification.
- Use the SF424 forms: http://www.whitehouse.gov/omb/grants/grants_forms.html
 - For the Budget details and justification follow the Budget Guidelines at: <http://www.cdc.gov/od/pgo/funding/grantmain.htm>

ii. The annual progress report will be due 90 days after the end of the budget period, December 30, 2011 and should include the following elements. Reporting timeframe is July 1, 2010 through June 30, 2011- a comparison of actual accomplishments to the goal established for the period;

- the reasons for failure, if established goals were not met; and
- other pertinent information including, when appropriate, analysis and explanation of performance costs significantly higher than expected.

iii. The final progress report is required no later than 90 days after the end of the project period. All manuscripts published as a result of the work supported in part or whole by the cooperative agreement will be submitted with the progress reports.

NOTE: An original plus two copies of the reports must be mailed to the Grants Management Specialist for approval by the Grants Management Officer by the due date noted. Ensure the Award and Program Announcement numbers shown above are on the reports.

4. AUDIT REQUIREMENT:

An organization that expends \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations. The audit must be completed along with a data collection form, and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period. The audit report must be sent to: Federal Audit Clearing House, Bureau of the Census, 1201 East 10th Street, Jeffersonville, IN 47132. Should you have questions regarding the submission or processing of your Single Audit Package, contact the Federal Audit Clearinghouse at:
 (301) 763-1551, (800) 253-0696 or email: govs.fac@census.gov

It is very helpful to CDC managers if the recipient sends a courtesy copy of completed audits and any management letters on a voluntary basis to the following address.

Centers for Disease Control and Prevention (CDC)
 ATTN: Audit Resolution, Mail Stop E-14
 2920 Brandywine Road
 Atlanta, GA 30341-4146

The grantee is to ensure that the sub-recipients receiving CDC funds also meet these requirements (if total Federal grant or cooperative agreement funds received exceed \$500,000). The grantee must also ensure that appropriate corrective action is taken within six months after receipt of the sub-recipient audit report in instances of non-compliance with Federal law and regulations. The grantee is to consider whether sub-recipient audits necessitate adjustment of the grantee's own accounting records. If a sub-recipient is not required to have a program-specific audit, the Grantee is still required to perform adequate monitoring of sub-recipient activities. The grantee is to require each sub-recipient to permit independent auditors to have access to the sub-recipient's records and financial statements. The grantee should include this requirement in all sub-recipient contracts.

5. SUMMARY STATEMENT RESPONSE REQUIREMENT: The objective review summary statement comments on the strengths and weaknesses of the proposal are provided as part of this award.

6. SUBGRANT/SUBRECIPIENT AWARDS:

Seed Grants/Sub-Grants are not authorized under this program or included in Program authorizing legislature. As a result, the recipient is not permitted to fund seed grants or sub-grants. Recipient must issue proposed funding as a procurement requirement per the organization's established procedures.

7. TRAVEL COST:

In accordance with Health and Human Services (HHS) Grants Policy Statement, travel is only allowable for personnel directly charged and approved on the grant/cooperative agreement. There must be a direct benefit imparted on behalf of the traveler as it applies to the approved activities of the Notice of award. To prevent disallowance of cost, Recipient is responsible for ensuring that only allowable travel reimbursements are applied in accordance with their organization's established travel policies and procedures.

8. **FOOD AND MEALS:** Costs associated with food or meals are NOT permitted unless included with per diem as a part of official travel.

9. PRIOR APPROVAL:

All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization as well as the principal investigator or program or project director named on this notice of award. The request must be postmarked no later than 120 days prior to the end date of the current budget period and submitted with an original plus two copies. Any requests received that reflect only one signature will be returned to the grantee unprocessed. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification of the request.

Prior approval is required but is not limited to the following types of requests: 1) Use of unobligated funds from prior budget period (Carryover); 2) Lift funding restriction, withholding, or disallowance, 3) Redirection of funds, 4) Change in Contractor/Consultant; 5) Supplemental funds; 6) Response to Technical Review or Summary Statement, 7) Change in Key Personnel, or 8) Liquidation Extensions.

10. CORRESPONDENCE:

ALL correspondence (including emails and faxes) regarding this award must be dated, identified with the AWARD NUMBER as shown at the top left of this page, and include a point of contact (name, phone, fax, and email). All correspondence should be addressed to the Grants Management Specialist listed below and submitted with an original plus two copies.

Terrian J. Dixon, Grants Management Specialist
Centers for Disease Control and Prevention
Procurement and Grants Office
Acquisition and Assistance Branch IV
2920 Brandywine Road, Mail Stop K-70
Atlanta, GA 30341-4146

11. **INVENTIONS:** Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR 401.14.

12. PUBLICATIONS:

Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, such as:

This publication (journal article, etc.) was supported by the Cooperative Agreement Number above from The Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.

13. CONFERENCE DISCLAIMER AND USE OF LOGOS:

Disclaimer: Where a conference is funded by a grant or cooperative agreement, or a contract the recipient must include the following statement on conference materials, including promotional materials, agenda, and Internet sites:

Funding for this conference was made possible (in part) by the cooperative agreement award number above from the Centers for Disease Control and Prevention. The views expressed in

written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services; nor does mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

Logos: Neither the HHS nor the CDC logo may be displayed if such display would cause confusion as to the source of the conference or give the false appearance of Government endorsement. A non-federal entity's unauthorized use of the HHS name or logo is governed by U.S.C. 1320b-10, which prohibits the misuse of the HHS name and emblem in written communication. The appropriate use of the HHS logo is subject to the review and approval of the Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the Office of the Inspector General has authority to impose civil monetary penalties for violations (42 C.F.R. Part 1003). Neither the HHS nor the CDC logo can be used on conference materials, under a grant, cooperative agreement, contract or co-sponsorship agreement without the expressed, written consent of either the Project Officer or the Grants Management Officer. It is the responsibility of the grantee (or recipient of funds under a cooperative agreement) to request consent for the use of the logo in sufficient detail to assure a complete depiction and disclosure of all uses of the Government logos, and to assure that in all cases of the use of Government logos, the written consent of either the Project Officer or the Grants Management Officer has been received.

14. EQUIPMENT AND PRODUCTS:

To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as Tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

15. PROGRAM INCOME:

Any program income generated under this cooperative agreement will be used in accordance with the additional cost alternative. The disposition of program income must have written prior approval from the Grants Management Officer.

Additional Costs Alternative--Used for costs that are in addition to the allowable costs of the project for any purposes that further the objectives of the legislation under which the cooperative agreement was made. General program income subject to this alternative shall be reported on lines 10r and 10s, as appropriate, of the FSR (Long Form).

16. KEY PERSONNEL:

In accordance with 45 CFR 74.25(c)(2) & (3) CDC recipients shall obtain prior approvals from CDC for (1) Change in the project director or principal investigator or other key persons specified in the application or award document, and (2) the absence for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

17. ACKNOWLEDGMENT OF FEDERAL SUPPORT:

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

18. TRAFFICKING IN PERSONS:

This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term and condition, go to: http://www.cdc.gov/od/pgo/funding/grants/Award_Term_and_Condition_for_Trafficking_in_Persons.shtm

19. COMPLIANCE WITH EO13513, Federal Leadership on Reducing Text Messaging while Driving, October 1, 2009 is required. Grant recipients and subrecipients of grant funds are

prohibited from texting while driving a Government owned vehicle or when using Government furnished electronic equipment while driving any vehicle. This award is subject to the requirements of Executive Order (EO 13513). For the full text of the award term and condition, go to: http://www.cdc.gov/od/pgo/funding/Addtl_Reqmnts.htm.

20. PAYMENT INFORMATION:

Automatic Drawdown:

Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS is administered by the Division of Payment Management, Program Support Center, HHS. PMS will forward the DHHS Manual for Recipients Financed under the Payment Management System (PMS), PMS-270 and PMS-272 forms.

PMS correspondence should be addressed as follows:

U.S. Department of Health and Human Services
Division of Payment Management
5600 Fishers Lane - 11-33
11th Floor - Head House Wing
Rockville, MD 20857
Phone: 877-614-5533
Fax: 301-443-8362
Email: PMSSupport@psc.gov
Website: <http://www.dpm.psc.gov>

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

21. ACCEPTANCE OF THE TERMS OF AN AWARD:

By drawing or otherwise obtaining funds from the grant payment system, the recipient acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer.

22. CERTIFICATION STATEMENT:

By drawing down funds, Awardee certifies that proper financial management controls and accounting systems to include personnel policies and procedures have been established to adequately administer Federal awards and funds drawn down are being used in accordance with applicable Federal cost principles, regulations and the President's Budget and Congressional intent.

23. CDC CONTACTS:

Business and Grants Policy Contact
Grants Management Officer (GMO)
Ralph Robinson, Grants Management Officer
Procurement Grants Office
Acquisition and Assistance Branch B
Centers for Disease Control and Prevention (CDC)
2920 Brandywine Road, MS-K70
Atlanta, Georgia 30341-4146
Telephone: (770) 488-2745; Fax: 770-488-2441
Internet Address: RRobinson6@cdc.gov

Business and Grants Policy Contact
Terrian J. Dixon, Grants Management Specialist
Procurement and Grants Office
Acquisition and Assistance Branch IV
Centers for Disease Control and Prevention
2920 Brandywine Road, Mail Stop K-70
Atlanta, Georgia 30341-4146

Telephone: (770) 488-2774
 Fax: (770) 488-2670 or 2671
 E-mail: tdixon@cdc.gov.

Programmatic and Technical Contact

Monica Leonard, Project Officer
 Centers for Disease Control and Prevention (CDC)
 National Center for Environmental Health (NCEH)
 4770 Buford Highway, NE, Mail Stop F-64
 Atlanta, Georgia 30341
 Telephone: (770) 488-3642
 Fax: (770) 488-0701
 Email: zgf7@cdc.gov

STAFF CONTACTS

Grants Management Specialist: Terrian J Dixon
 Centers for Disease Control and Prevention
 Procurement and Grants Office
 Koger Center, Colgate Building
 2920 Brandywine Road, Mail Stop K 70
 Atlanta, GA 30341
Email: tdixon@cdc.gov **Phone:** 770-488-2774 **Fax:** 770-488-2777

Program Official: Daneen Farrow-collier
 Centers for Disease Control and Prevention
 NCEH
 1600 Clifton Road, Mail Stop F-28
 Atlanta, GA 30333
Email: dhf6@cdc.gov **Phone:** 770-488-4945 **Fax:** 770-488-7310

Grants Management Officer: Ralph U Robinson
 Center for Disease Control and Prevention
 Procurement and Grants Office
 Koger Center/Colgate Bldg/Room 3218
 2920 Brandywine Road, MS K-70
 Atlanta, GA 30331
Email: inp2@cdc.gov **Phone:** 770-488-2441 **Fax:** 770-488-2670

SPREADSHEET SUMMARY

GRANT NUMBER: 1UE2EH000724-01

INSTITUTION: SAN MATEO COUNTY HEALTH SYSTEM

Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Salaries and Wages	\$94,454				
Fringe Benefits	\$31,784				
Personnel Costs (Subtotal)	\$126,238				
Supplies	\$8,000				
Travel Costs	\$1,640				
Other Costs		\$149,078	\$149,078	\$149,078	\$149,078
Consortium/Contractual Cost	\$13,200				
TOTAL FEDERAL DC	\$149,078	\$149,078	\$149,078	\$149,078	\$149,078
TOTAL FEDERAL F&A					
TOTAL COST	\$149,078	\$149,078	\$149,078	\$149,078	\$149,078