

**SNOHOMISH COUNTY THROUGH ITS HEALTH DEPARTMENT  
2022-2024 CONSOLIDATED CONTRACT**

**CONTRACT NUMBER: CLH31027**

**AMENDMENT NUMBER: 22**

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as “DOH”, and SNOHOMISH COUNTY through its health department, a Local Health Jurisdiction, hereinafter referred to as “LHJ”, pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:

<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/sitepages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>

Adds Statements of Work for the following programs:  
DCHS-Emerging Infections Program RESP-NET - Effective January 1, 2024

Amends Statements of Work for the following programs:  
COVID-19 LHJ Gap Funding - Effective July 1, 2023  
COVID-19 Refugee and Immigrant Community Health Worker Support - Effective January 1, 2022  
Healthcare-Associated Infections & Antimicrobial Resistance (HAI&AR) - Effective September 1, 2022  
Infectious Disease Prevention Services - Effective July 1, 2023  
National Estuary Program Shellfish Strategic Initiative 2.0 - Effective July 1, 2023  
Office of Drinking Water Group A Program - Effective January 1, 2022  
Zoonotic Disease Program-WNV Mosquito Surveillance - Effective June 1, 2022

Deletes Statements of Work for the following programs:

2. Exhibit B-22 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-21 Allocations as follows:

Increase of **\$624,572** for a revised maximum consideration of **\$37,167,833**.


Decrease of \_\_\_\_\_ for a revised maximum consideration of \_\_\_\_\_.

No change in the maximum consideration of \_\_\_\_\_.  
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

SNOHOMISH COUNTY	STATE OF WASHINGTON DEPARTMENT OF HEALTH
Signature: <i>Lacey Harper</i>	Signature:  <small>Brenda Howie (Aug 5, 2024 07:37 PDT)</small>
Date: Aug 2, 2024	Date: Aug 5, 2024

APPROVED AS TO FORM ONLY  
Assistant Attorney General

Indirect Rate January 1, 2022 through December 31, 2022: 10.50%

Indirect Rate January 1, 2023-Indefinite: 10.00% De-Minimus

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only Chart of Accounts		Amount	Funding Period SubTotal	Chart of Accounts Total
					LHJ Funding Period Start Date	LHJ Funding Period End Date	Funding Period Start Date	Funding Period End Date			
CSFRF CTS LHJ Allocation	SLFRP0002	Amd 5, 11	21.027	333.21.02	01/01/22	06/30/23	01/01/22	06/30/23	\$684,964	\$684,964	\$684,964
<b>FY24 LHJ COVID-19 ARPA</b>	<b>SLFRP0002</b>	<b>Amd 22</b>	<b>21.027</b>	<b>333.21.02</b>	<b>07/01/23</b>	<b>02/29/24</b>	<b>07/01/23</b>	<b>06/30/25</b>	<b>(\$376,924)</b>	<b>\$93,144</b>	<b>\$93,144</b>
FY24 LHJ COVID-19 ARPA	SLFRP0002	Amd 16, 22	21.027	333.21.02	07/01/23	02/29/24	07/01/23	06/30/25	\$470,068		
LHJ COVID-19 Gap Supplemental	SLFRP0002	Amd 14	21.027	333.21.02	01/01/23	06/30/23	01/01/23	06/30/23	\$664,210	\$664,210	\$664,210
LHJ Vaccination ARPA	SLFRP0002	Amd 10	21.027	333.21.02	11/01/22	06/30/23	11/01/22	06/30/23	\$80,500	\$80,500	\$80,500
<b>PS SSI2 Subaward Management Task 3</b>	<b>01J89801</b>	<b>Amd 22</b>	<b>66.123</b>	<b>333.66.12</b>	<b>07/01/23</b>	<b>12/31/24</b>	<b>07/01/21</b>	<b>08/31/28</b>	<b>\$425,000</b>	<b>\$850,000</b>	<b>\$850,000</b>
PS SSI2 Subaward Management Task 3	01J89801	Amd 15	66.123	333.66.12	07/01/23	12/31/24	07/01/21	08/31/28	\$425,000		
FFY21 CDC Cities Readiness BP3	NU90TP922043	Amd 4	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$78,676	\$131,504	\$131,504
FFY21 CDC Cities Readiness BP3	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$52,828		
FFY23 CRI BP5	NU90TP922043	Amd 16	93.069	333.93.06	07/01/23	06/30/24	07/01/23	06/30/24	\$161,292	\$161,292	\$161,292
FFY22 PHEP CRI BP4	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$146,153	\$146,153	\$146,153
FFY23 PHEP BP5 LHJ Funding	NU90TP922043	Amd 16	93.069	333.93.06	07/01/23	06/30/24	07/01/23	06/30/24	\$535,318	\$535,318	\$1,284,763
FFY22 PHEP BP4 LHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$535,318	\$535,318	
FFY21 PHEP BP3 LHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$214,127	\$214,127	
FFY24 TB Elimination-FPH	NU52PS910221	Amd 19	93.116	333.93.11	01/01/24	09/30/24	01/01/24	09/30/24	\$106,970	\$106,970	\$300,234
FFY23 TB Elimination-FPH	NU52PS910221	Amd 11	93.116	333.93.11	01/01/23	12/31/23	01/01/23	12/31/23	\$97,815	\$97,815	
FFY22 TB Elimination-FPH	NU52PS910221	Amd 1	93.116	333.93.11	01/01/22	12/31/22	01/01/22	12/31/22	\$95,449	\$95,449	
FFY22 TB Uniting for Ukraine Supp	NU52PS910221	Amd 15	93.116	333.93.11	07/01/22	09/30/23	07/01/22	09/30/23	\$43,542	\$143,542	\$143,542
FFY22 TB Uniting for Ukraine Supp	NU52PS910221	Amd 12	93.116	333.93.11	07/01/22	09/30/23	07/01/22	09/30/23	\$100,000		
FFY22 TB Uniting for Ukraine Supp	NU52PS910221	Amd 15	93.116	333.93.11	05/21/22	12/31/22	05/21/22	12/31/22	(\$43,542)	\$0	
FFY22 TB Uniting for Ukraine Supp	NU52PS910221	Amd 9	93.116	333.93.11	05/21/22	12/31/22	05/21/22	12/31/22	\$43,542		
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 11	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$59,687	\$209,687	\$319,205
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 7	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$150,000		
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 15	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	(\$3,657)	\$109,518	
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 3	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	\$113,175		
FFY24 CDC PPHF Ops	NH23IP922619	Amd 16	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$2,150	\$23,650	\$23,650
FFY24 CDC PPHF Ops	NH23IP922619	Amd 15	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$21,500		
FFY24 CDC IQIP Regional Rep	NH23IP922619	Amd 16	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$7,400	\$81,400	\$81,400
FFY24 CDC IQIP Regional Rep	NH23IP922619	Amd 15	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$74,000		

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Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only Chart of Accounts		Amount	Funding Period SubTotal	Chart of Accounts Total
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FFY24 CDC VFC Ops	NH23IP922619	Amd 16	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$4,515	\$49,665	\$49,665
FFY24 CDC VFC Ops	NH23IP922619	Amd 15	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$45,150		
FFY23 CDC Ukrainian Resettlement	NH23IP922619	Amd 16	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$22,234	\$22,234	\$22,234
COVID19 Vaccines	NH23IP922619	Amd 7	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$22,748	\$2,092,701	\$2,092,701
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$2,069,953		
COVID19 Vaccines R4	NH23IP922619	Amd 5	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$5,000	\$2,865,603	\$2,865,603
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$2,860,603		
Improving Vaccinations AA1	NH23IP922619	Amd 5	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$42,840	\$42,840	\$42,840
FFY23 PPHF Ops	NH23IP922619	Amd 7	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$21,500	\$21,500	\$80,512
FFY22 PPHF Ops	NH23IP922619	Amd 3	93.268	333.93.26	01/01/22	06/30/22	07/01/21	06/30/22	\$20,793	\$20,793	
FFY22 PPHF Ops	NH23IP922619	Amd 3	93.268	333.93.26	01/01/22	06/30/22	07/01/21	06/30/22	\$38,219	\$38,219	
FFY24 Ukrainian Outreach	NGA Not Received	Amd 16	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$42,840	\$42,840	\$42,840
FFY23 VFC IQIP	NH23IP922619	Amd 7	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$74,468	\$74,468	\$74,468
FFY23 VFC Ops	NH23IP922619	Amd 5	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$45,150	\$45,150	\$50,066
FFY22 VFC Ops	NH23IP922619	Amd 3	93.268	333.93.26	01/01/22	06/30/22	07/01/21	06/30/22	\$4,916	\$4,916	
<b>FFY24 EIP COVIDNET Surv CDC</b>	<b>NU50CK000642</b>	<b>Amd 22</b>	<b>93.317</b>	<b>333.93.31</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>\$43,292</b>	<b>\$43,292</b>	<b>\$43,292</b>
<b>FFY24 EIP FluSurvNET Surv CDC</b>	<b>NU50CK000642</b>	<b>Amd 22</b>	<b>93.317</b>	<b>333.93.31</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>\$19,678</b>	<b>\$19,678</b>	<b>\$19,678</b>
<b>FFY24 EIP RSVNET Surv CDC</b>	<b>NU50CK000642</b>	<b>Amd 22</b>	<b>93.317</b>	<b>333.93.31</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>\$15,743</b>	<b>\$15,743</b>	<b>\$15,743</b>
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 4, 9	93.323	333.93.32	01/01/22	07/31/23	01/15/21	07/31/24	(\$44,632)	\$5,691,480	\$5,691,480
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 2, 9	93.323	333.93.32	01/01/22	07/31/23	01/15/21	07/31/24	\$5,736,112		
<b>FFY23 ELC HAI AR Epi Cap CDC</b>	<b>NU50CK000515</b>	<b>Amd 22</b>	<b>93.323</b>	<b>333.93.32</b>	<b>01/01/24</b>	<b>07/31/24</b>	<b>08/01/23</b>	<b>07/31/24</b>	<b>\$91,559</b>	<b>\$91,559</b>	<b>\$91,559</b>
FFY21 NH & LTC Strike Teams HAI ELC	NU50CK000515	Amd 9	93.323	333.93.32	09/01/22	07/31/24	08/01/21	07/31/24	\$50,059	\$50,059	\$50,059
FFY21 SNF Strike Teams HAI ELC	NU50CK000515	Amd 9	93.323	333.93.32	09/01/22	07/31/24	08/01/21	07/31/24	\$50,059	\$50,059	\$50,059
<b>FFY23 Vector-borne T2&amp;3 Epi ELC FPH</b>	<b>NU50CK000515</b>	<b>Amd 22</b>	<b>93.323</b>	<b>333.93.32</b>	<b>08/01/23</b>	<b>07/31/24</b>	<b>08/01/23</b>	<b>07/31/24</b>	<b>\$4,500</b>	<b>\$5,700</b>	<b>\$10,500</b>
FFY23 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 13, 22	93.323	333.93.32	08/01/23	07/31/24	08/01/23	07/31/24	\$1,200		

Indirect Rate January 1, 2022 through December 31, 2022: 10.50%

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Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only Chart of Accounts		Amount	Funding Period SubTotal	Chart of Accounts Total
					LHJ Funding Period Start Date	LHJ Funding Period End Date	Funding Period Start Date	Funding Period End Date			
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 13	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,800	\$3,300	
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5, 13	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,500		
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,500	\$1,500	
FFY21 CDC COVID-19 PHWFD-LHJ	NU90TP922181	Amd 21	93.354	333.93.35	07/01/23	06/30/24	07/01/23	06/30/24	\$50,000	\$250,000	\$250,000
FFY21 CDC COVID-19 PHWFD-LHJ	NU90TP922181	Amd 18	93.354	333.93.35	07/01/23	06/30/24	07/01/23	06/30/24	\$200,000		
FFY23 Crisis Coag-Mpox	NU90TP922236	Amd 15	93.354	333.93.35	12/01/22	06/30/23	12/01/22	06/30/23	\$25,000	\$25,000	\$25,000
FFY23 OID Crisis Coag-Mpox CDC	NU90TP922236	Amd 17, 20	93.354	333.93.35	07/01/23	12/31/24	07/01/23	01/31/25	\$25,000	\$25,000	\$25,000
FFY21 Tobacco-Vape Prev Comp 1	NU58DP006808	Amd 2	93.387	333.93.38	01/01/22	04/28/22	04/29/21	04/28/22	\$10,379	\$10,379	\$10,379
<b>Refugee Health COVID Hlth Disparities</b>	<b>NH75OT000042</b>	<b>Amd 22</b>	<b>93.391</b>	<b>333.93.39</b>	<b>01/01/22</b>	<b>08/31/24</b>	<b>07/01/21</b>	<b>12/31/24</b>	<b>\$20,000</b>	<b>\$233,945</b>	<b>\$233,945</b>
Refugee Health COVID Hlth Disparities	NH75OT000042	Amd 16	93.391	333.93.39	01/01/22	08/31/24	07/01/21	12/31/24	\$13,945		
Refugee Health COVID Hlth Disparities	NH75OT000042	Amd 9	93.391	333.93.39	01/01/22	08/31/24	07/01/21	12/31/24	\$100,000		
Refugee Health COVID Hlth Disparities	NH75OT000042	Amd 2, 9	93.391	333.93.39	01/01/22	08/31/24	07/01/21	12/31/24	\$100,000		
FFY23 HIV Prev Grant -FPH	NU62PS924528	Amd 7	93.940	333.93.94	01/01/23	06/30/23	01/01/23	12/31/23	\$55,331	\$55,331	\$165,993
FFY22 HIV Prev Grant -FPH	NU62PS924528	Amd 7	93.940	333.93.94	07/01/22	12/31/22	01/01/22	12/31/22	\$55,331	\$55,331	
FFY22 HIV Prev Grant -FPH	NU62PS924528	Amd 1	93.940	333.93.94	01/01/22	06/30/22	01/01/22	12/31/22	\$55,331	\$55,331	
FFY22 Integ HIV Prev CDC	NU62PS924635	Amd 15	93.940	333.93.94	07/01/23	06/30/24	07/01/23	06/30/24	\$110,662	\$110,662	\$110,662
FFY22 PH Infrastructure Comp A1-LHJ	NE110E000053	Amd 19	93.967	333.93.96	01/01/24	12/31/24	12/01/22	06/30/25	\$200,000	\$200,000	\$200,000
<b>FFY24 PCHD STD Prev Dis Control CDC</b>	<b>NGA Not Received</b>	<b>Amd 22</b>	<b>93.977</b>	<b>333.93.97</b>	<b>01/01/24</b>	<b>06/30/24</b>	<b>01/01/24</b>	<b>06/30/24</b>	<b>(\$35,355)</b>	<b>\$0</b>	<b>\$70,710</b>
FFY24 PCHD STD Prev Dis Control CDC	NGA Not Received	Amd 15	93.977	333.93.97	01/01/24	06/30/24	01/01/24	06/30/24	\$35,355		
<b>FFY23 PCHD STD Prev Dis Control CDC</b>	<b>NH25PS005146</b>	<b>Amd 22</b>	<b>93.977</b>	<b>333.93.97</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>\$35,355</b>	<b>\$70,710</b>	
FFY23 PCHD STD Prev Dis Control CDC	NH25PS005146	Amd 15, 22	93.977	333.93.97	07/01/23	06/30/24	07/01/23	06/30/24	\$35,355		
<b>FFY24 PCHD STD Prev Supp CDC</b>	<b>NGA Not Received</b>	<b>Amd 22</b>	<b>93.977</b>	<b>333.93.97</b>	<b>01/01/24</b>	<b>06/30/24</b>	<b>01/01/24</b>	<b>06/30/24</b>	<b>(\$173,112)</b>	<b>\$0</b>	<b>\$346,223</b>
FFY24 PCHD STD Prev Supp CDC	NGA Not Received	Amd 15	93.977	333.93.97	01/01/24	06/30/24	01/01/24	06/30/24	\$173,112		
<b>FFY23 PCHD STD Prev Supp CDC</b>	<b>NH25PS005146</b>	<b>Amd 22</b>	<b>93.977</b>	<b>333.93.97</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>\$173,112</b>	<b>\$346,223</b>	
FFY23 PCHD STD Prev Supp CDC	NH25PS005146	Amd 15, 22	93.977	333.93.97	07/01/23	06/30/24	07/01/23	06/30/24	\$173,111		
FFY23 STD Prev PCHD-FPH	NH25PS005146	Amd 7	93.977	333.93.97	01/01/23	06/30/23	01/01/23	12/31/23	\$35,250	\$35,250	\$105,750
FFY22 STD Prev PCHD-FPH	NH25PS005146	Amd 7	93.977	333.93.97	07/01/22	12/31/22	01/01/22	12/31/22	\$35,250	\$35,250	
FFY22 STD Prev PCHD-FPH	NH25PS005146	Amd 1	93.977	333.93.97	01/01/22	06/30/22	01/01/22	12/31/22	\$35,250	\$35,250	
FFY23 STD Prev Supplemental [PCHD]	NH25PS005146	Amd 7	93.977	333.93.97	01/01/23	06/30/23	01/01/23	12/31/23	\$173,112	\$173,112	\$507,676
FFY22 STD Prev Supplemental [PCHD]	NH25PS005146	Amd 7	93.977	333.93.97	07/01/22	12/31/22	01/01/22	12/31/22	\$173,111	\$173,111	
FFY22 STD Prev Supplemental [PCHD]	NH25PS005146	Amd 1	93.977	333.93.97	01/01/22	06/30/22	01/01/22	12/31/22	\$161,453	\$161,453	

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Indirect Rate January 1, 2023-Indefinite: 10.00% De-Minimus

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					LHJ Start Date	Funding Period End Date	Funding Period Start Date	Funding Period End Date			
FFY24 HRSA MCHBG LHJ Contracts	B04MC52960	Amd 16	93.994	333.93.99	10/01/23	09/30/24	10/01/23	09/30/24	\$444,879	\$444,879	\$751,152
FFY23 HRSA MCHBG LHJ Contracts	B04MC47453	Amd 16	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	(\$138,606)	\$306,273	
FFY23 HRSA MCHBG LHJ Contracts	B04MC47453	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$444,879		
FFY22 HRSA MCHBG Special Proj	B04MC45251	Amd 16	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$138,606	\$138,606	\$138,606
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	(\$333,659)	\$0	\$0
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$333,659		
FFY21 MCHBG Special Project	B04MC40169	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$352,122	\$352,122	\$352,122
SFY24 State Disease Control & Prev		Amd 15	N/A	334.04.91	07/01/23	06/30/24	07/01/23	06/30/24	\$151,496	\$151,496	\$151,496
State Disease Control & Prev-FPH		Amd 7, 15	N/A	334.04.91	07/01/22	06/30/23	07/01/21	06/30/23	\$151,496	\$151,496	\$244,293
State Disease Control & Prev-FPH		Amd 2	N/A	334.04.91	01/01/22	06/30/22	07/01/21	06/30/23	\$32,765	\$92,797	
State Disease Control & Prev-FPH		Amd 1	N/A	334.04.91	01/01/22	06/30/22	07/01/21	06/30/23	\$60,032		
SFY25 STD Prevention		Amd 19	N/A	334.04.91	07/01/24	12/31/24	07/01/24	06/30/25	\$60,000	\$60,000	\$120,000
SFY24 STD Prevention		Amd 19	N/A	334.04.91	01/01/24	06/30/24	07/01/23	06/30/24	\$60,000	\$60,000	
SFY25 STI Program Expansion Proviso		Amd 20	N/A	334.04.91	07/01/24	12/31/24	07/01/24	12/31/24	\$307,389	\$307,389	\$653,202
SFY24 STI Program Expansion Proviso		Amd 20	N/A	334.04.91	07/01/23	06/30/24	07/01/23	06/30/24	\$345,813	\$345,813	
<b>LHJ COVID-19 GFS</b>		<b>Amd 22</b>	<b>N/A</b>	<b>334.04.92</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>07/01/23</b>	<b>06/30/24</b>	<b>\$376,924</b>	<b>\$376,924</b>	<b>\$376,924</b>
SFY22 Marijuana Education		Amd 2	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$14,658	\$14,658	\$14,658
Mpox Gap Response		Amd 14	N/A	334.04.93	07/01/22	06/30/23	07/01/22	06/30/23	\$5,000	\$5,000	\$5,000
Rec Shellfish/Biotoxin		Amd 15	N/A	334.04.93	07/01/23	12/31/24	07/01/23	06/30/25	\$11,000	\$11,000	\$21,000
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$10,000	\$10,000	
Small Onsite Management (ALEA)		Amd 15	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$33,334	\$33,334	\$141,668
Small Onsite Management (ALEA)		Amd 15	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$33,334	\$33,334	
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$60,000	\$60,000	
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$15,000	\$15,000	
Small Onsite Management (GFS)		Amd 17	N/A	334.04.93	07/01/24	12/31/24	07/01/23	07/01/25	(\$8,332)	\$0	\$0
Small Onsite Management (GFS)		Amd 15	N/A	334.04.93	07/01/24	12/31/24	07/01/23	07/01/25	\$8,332		
SFY25 Wastewater Management-GFS		Amd 17	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$31,969	\$31,969	\$31,969

Indirect Rate January 1, 2022 through December 31, 2022: 10.50%

Indirect Rate January 1, 2023-Indefinite: 10.00% De-Minimus

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only Chart of Accounts		Amount	Funding Period SubTotal	Chart of Accounts Total
					LHJ Start Date	Funding Period End Date	Funding Period Start Date	End Date			
SFY22 Youth Tobacco Vapor Products		Amd 2	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$55,114	\$55,114	\$55,114
SFY20 Bezos Vroom		Amd 1	N/A	334.04.98	01/01/22	02/28/22	01/01/20	04/30/22	\$7,625	\$7,625	\$7,625
RW FFY22 Grant Year Local (Rebate)		Amd 1	N/A	334.04.98	04/01/22	06/30/22	04/01/22	03/31/23	\$7,858	\$7,858	\$27,706
RW FFY21 Grant Year Local (Rebate)		Amd 2	N/A	334.04.98	01/01/22	03/31/22	04/01/21	03/31/22	\$11,990	\$19,848	
RW FFY21 Grant Year Local (Rebate)		Amd 1	N/A	334.04.98	01/01/22	03/31/22	04/01/21	03/31/22	\$7,858		
FPHS-LHJ-Proviso (YR2)		Amd 13	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$350,000	\$5,566,000	\$8,716,000
FPHS-LHJ-Proviso (YR2)		Amd 6	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$5,216,000		
FPHS-LHJ-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$3,150,000)	\$0	
FPHS-LHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$3,150,000		
FPHS-LHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$3,150,000	\$3,150,000	
SFY24 FPHS-LHJ-Funds-GFS		Amd 19	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	(\$25,000)	\$7,006,000	\$7,006,000
SFY24 FPHS-LHJ-Funds-GFS		Amd 16	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$1,815,000		
SFY24 FPHS-LHJ-Funds-GFS		Amd 15	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$5,216,000		
SFY24 TB Capacity Expansion FPHS		Amd 17	N/A	336.04.25	07/01/23	12/31/23	07/01/23	06/30/25	\$500	\$500	\$500
<b>YR26 SRF - Local Asst (15%) SS</b>		<b>Amd 22</b>	<b>N/A</b>	<b>346.26.64</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>07/01/23</b>	<b>06/30/25</b>	<b>\$400</b>	<b>\$5,600</b>	<b>\$16,800</b>
YR26 SRF - Local Asst (15%) SS		Amd 17	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	\$5,200		
YR25 SRF - Local Asst (15%) SS		Amd 12	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$6,000	\$6,000	
YR24 SRF - Local Asst (15%) (FO-NW) SS		Amd 2	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$1,600	\$5,200	
YR24 SRF - Local Asst (15%) (FO-NW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$3,600		
<b>Sanitary Survey Fees SS-State</b>		<b>Amd 22</b>	<b>N/A</b>	<b>346.26.65</b>	<b>01/01/22</b>	<b>12/31/24</b>	<b>07/01/21</b>	<b>12/31/24</b>	<b>\$400</b>	<b>\$16,800</b>	<b>\$16,800</b>
Sanitary Survey Fees SS-State		Amd 17	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$5,200		
Sanitary Survey Fees SS-State		Amd 12, 17	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$6,000		
Sanitary Survey Fees SS-State		Amd 2, 12, 17	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$1,600		
Sanitary Survey Fees SS-State		Amd 1, 12, 17	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$3,600		
<b>YR26 SRF - Local Asst (15%) TA</b>		<b>Amd 22</b>	<b>N/A</b>	<b>346.26.66</b>	<b>01/01/24</b>	<b>12/31/24</b>	<b>07/01/23</b>	<b>06/30/25</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$10,000</b>
YR25 SRF - Local Asst (15%) TA		Amd 12	N/A	346.26.66	01/01/23	12/31/23	01/01/23	12/31/23	\$4,000	\$4,000	
YR24 SRF - Local Asst (15%) (FO-NW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$2,000	\$2,000	
<b>TOTAL</b>									<b>\$37,167,833</b>	<b>\$37,167,833</b>	
<b>Total consideration:</b>	<b>\$36,543,261</b>									<b>GRAND TOTAL</b>	<b>\$37,167,833</b>
	<b>\$624,572</b>										
<b>GRAND TOTAL</b>	<b>\$37,167,833</b>									<b>Total Fed</b>	<b>\$19,551,078</b>
										<b>Total State</b>	<b>\$17,616,755</b>

\*Catalog of Federal Domestic Assistance

\*\*Federal revenue codes begin with "333". State revenue codes begin with "334".

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** COVID-19 LHJ Gap Funding - Effective July 1, 2023

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 2

**Period of Performance:** July 1, 2023 through June 30, 2024

<b>Funding Source</b> <input checked="" type="checkbox"/> Federal Subrecipient <input checked="" type="checkbox"/> State <input type="checkbox"/> Other	<b>Federal Compliance (check if applicable)</b> <input checked="" type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	<b>Type of Payment</b> <input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Fixed Price
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**Statement of Work Purpose:** The purpose of this statement of work is to support LHJ COVID-19 work utilizing American Rescue Plan Act (ARPA) funding and General Fund State funding.

**Revision Purpose:** The purpose of this revision is to clear the ARPA LHJ COVID 19 balance and add coding for General Fund State for the remaining balance.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change None	Total Allocation
				Start Date	End Date			
FY24 LHJ COVID-19 ARPA	926C0240	21.027	333.21.02	07/01/23	02/29/24	470,068	-376,924	93,144
LHJ COVID-19 GFS	926C0140	N/A	334.04.92	07/01/23	06/30/24	0	376,924	376,924
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>470,068</b>	<b>0</b>	<b>470,068</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
Task 1, 2, and 3 Activities Supported by LHJ COVID-19 Gap Supplemental			July 1, 2023 – June 30, 2024	Reimbursement for actual costs incurred, not to exceed total funding allocation.  Due date: Every 60 days as specified in the ConCon billing instructions.
1.	Provide vaccination services to increase COVID-19 vaccine availability in the community. Vaccination services are defined as those outside the usual healthcare delivery method, such as pop-up clinics, mobile clinics, non-clinical facilities and may be conducted during non-traditional hours such as evenings and weekends. Activities may	Vaccine availability to the community and prioritized in your jurisdiction’s community.		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	include vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary or off-site clinics to travel and provide vaccination services in non-traditional settings, community outreach/messaging or to supplement the work of other community partners in underserved communities and may include administration costs for COVID-19 vaccine.			
1A.	<p>Vaccination data – will be maintained according to current state and federal requirements.</p> <p>Vaccine Registration Systems – If a local jurisdiction or region does not have a registration system(s) then include internet based, phone option and other methods to ensure equitable registration. The state PrepMod system and tools will be available for use.</p>	<p>Submission of vaccine use into WA IIS database within 48 hours of use.</p> <p>Jurisdiction/Regions will ensure a fair and equitable process for registration of eligible Washingtonians across all available modalities.</p>	Within two (2) days of vaccine use	
1B.	Specific itemized breakdown of activities and costs from our partners for vaccine efforts and keeping Washington safe.	Final written report including activities completed and how LHI addressed equitable distribution of the vaccine, community outreach and messaging.	<p>Report due within 30 days of the end of each quarter listed below:</p> <p>Year 1 Quarter 1 July 1, 2023-September 30, 2023</p> <p>Year 1 Quarter 2 October 1, 2023-December 31, 2023</p> <p>Year 1 Quarter 3 January 1, 2024-March 31, 2024</p> <p>Year 1 Quarter 4 April 1, 2024-June 30, 2024</p>	
1C.	COVID-19 vaccine purchase	See Special Requirements Below	See reporting requirements in 1A and 1B	
2.	<p>Participate in public health emergency preparedness and response activities for COVID-19. This may include surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications and or other preparedness and response activities for COVID-19.</p> <p>Examples of key activities include:</p> <ul style="list-style-type: none"> <li>• Incident management for the response</li> <li>• Testing</li> </ul>	See Special Requirements below.	See Special Requirements below.	



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>● Case Investigation/Contact Tracing</li> <li>● Sustainable isolation and quarantine</li> <li>● Care coordination</li> <li>● Surge management</li> <li>● Data reporting</li> </ul> <p>NOTE: The purpose of this agreement is to supplement existing funds for local health jurisdictions to carry out surveillance, epidemiology, case investigations and contact tracing, laboratory capacity, infection control, mitigation, communications, community engagement, and other public health preparedness and response activities for COVID-19.</p>			
3.	<p>1) LHJ Active monitoring activities. In partnership with WA DOH and neighboring Tribes, the LHJ must ensure adequate culturally and linguistically responsive testing, investigation and contact tracing resources to limit the spread disease. LHJs must conduct the following activities in accordance with the guidance to be provided by DOH.</p> <p>a. Allocate enough funding to ensure the following Contact Tracing and Case Investigation Support: Hire a minimum of 1.0 data entry FTE to assure system requirements for task 2.1.a.</p> <p>i. Contact tracing</p> <ol style="list-style-type: none"> <li>1. Strive to maintain the capacity to conduct targeted investigations as appropriate.</li> <li>2. Have staff that reflect the demographic makeup of the jurisdiction and who can provide culturally and linguistically competent and responsive services. In addition, or alternatively, enter into an agreement(s) with Tribal, community-based and/or culturally-specific organizations to provide such services. DOH centralized investigations will count towards this minimum.</li> <li>3. Ensure all contact tracing staff are trained in accordance with DOH investigative guidelines and data entry protocols.</li> <li>4. Coordinate with Tribal partners in conducting contact tracing for Tribal members.</li> </ol>	<p>Data collected and reported into DOH systems daily.</p>           <p>Enter all contact tracing data in CREST following guidance from DOH.</p>	<p>Enter performance metrics daily into DOH identified systems</p>    <p>Quarterly performance reporting updates</p>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>5. Ensure contact tracing and case investigations activities meet DOH case and Contact Tracing Metrics. (Metrics to be determined collaboratively by DOH, LHJs and Tribes.) Work with DOH to develop a corrective action plan if unable to meet metrics.</li> <li>ii. Case investigation               <ul style="list-style-type: none"> <li>1. Strive to maintain the capacity to conduct targeted investigations as appropriate.</li> <li>2. Enter all case investigation and outbreak data in WDRS following DOH guidance.                   <ul style="list-style-type: none"> <li>a) Strive to enter all case investigation and outbreak data into CREST as directed by DOH.</li> <li>b) Ensure all staff designated to utilize WDRS have access and are trained in the system.</li> <li>c) Include if new positive cases are tied to a known existing positive case or indicate community spread.</li> <li>d) Conduct targeted case investigation and monitor outbreaks.</li> <li>e) Coordinate with Tribal partners in conducting case investigations for tribal members.</li> </ul> </li> <li>3. Ensure contact tracing and case investigation activities meet DOH Case and Contact Tracing Metrics. (Metrics to be determined collaboratively by DOH, LHJs, and Tribes.) Work with DOH to develop a corrective action plan if unable to meet metrics.</li> </ul> </li> <li>b. Testing               <ul style="list-style-type: none"> <li>i. Work with partners and Tribes to ensure testing is available to every person within the jurisdiction meeting current DOH criteria for testing and other local testing needs.</li> <li>ii. Work with partners and Tribes to ensure testing is provided in a culturally and linguistically responsive manner with an emphasis on making testing available to</li> </ul> </li> </ul>	<p>Enter all case investigation data in WDRS-following guidance from DOH.</p>		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>disproportionately impacted communities and as a part of the jurisdiction's contact tracing strategy.</p> <ul style="list-style-type: none"> <li>iii. Maintain a current list of entities providing COVID-19 testing and at what volume. Provide reports to DOH on testing locations and volume as requested.</li> </ul> <p>c. Surveillance FTE support at a minimum of .5 FTE Epidemiologist to support daily reporting needs below.</p> <ul style="list-style-type: none"> <li>i. Ensure all COVID positive lab test results from LHJ are entered in to WDRS by 1) entering data directly in to WDRS, 2) sending test results to DOH to enter, or 3) working with DOH and entities conducting tests to implement an electronic method for test result submission.</li> <li>ii. Maintain records of all COVID negative lab test results from the LHJ and enter into WDRS when resources permit or send test results to DOH.</li> <li>iii. Collaborate with Tribes to ensure Tribal entities with appropriate public health authority have read/write access to WDRS and CREST to ensure that all COVID lab results from their jurisdictions are entered in WDRS or shared with the LHJ or DOH for entry.</li> </ul> <p>d. Tribal Support. Ensure alignment of contact tracing and support for patients and family by coordinating with local tribes if a patient identified as American Indian/Alaska Native and/or a member of a WA tribe.</p> <p>e. Support Infection Prevention and control for high-risk populations</p> <ul style="list-style-type: none"> <li>i. Migrant and seasonal farmworker support. Partner with farmers, agriculture sector and farmworker service organizations to develop and execute plans for testing, quarantine and isolation, and social service needs for migrant and seasonal farmworkers.</li> </ul>	<p>Maintain a current list of entities providing COVID-19 testing and at what volume. Provide reports to DOH Contract manager on testing locations and volume as requested.</p> <p>Ensure all COVID positive test results are entered into WDRS within 2 days of receipt</p> <p>Quarterly performance updates related to culturally and linguistic competency and responsiveness, tribal support, infection prevention and control for high-risk populations, community education and regional active monitoring activities. Performance update should include status of all projects listed.</p>		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>ii. Congregate care facilities: In collaboration with the state licensing agency (DSHS), support infection prevention assessments, testing, infection control and isolation and quarantine protocols in congregate care facilities.</li> <li>iii. High risk businesses or community-based operations. In collaboration with state licensing agencies and Labor and Industries, partner with food processing and manufacturing businesses to ensure adequate practices to prevent COVID-19 exposure, conduct testing and respond to outbreaks.</li> <li>iv. Healthcare: Support infection prevention and control assessments, testing, cohorting, and isolation procedures. Provide educational resources to a variety of healthcare setting types (e.g., nursing homes, hospitals, dental, dialysis).</li> <li>v. Non-healthcare settings that house vulnerable populations: In collaboration with state corrections agency (DOC) and other state partners, support testing, infection control, isolation and quarantine and social services and wraparound supports for individuals living or temporarily residing in congregate living settings, including detention centers, prisons, jails, transition housing, homeless shelters, and other vulnerable populations.</li> <li>vi. Schools: In collaboration with OSPI and local health jurisdictions, support infection prevention and control and outbreak response in K-12 and university school settings.</li> </ul> <p>f. Ensure adequate resources are directed towards H2A housing facilities within communities, fishing industries and long-term care facilities to prevent and control disease transmission. Funds can be used to hire support staff, provide incentives or facility-based funding for onsite infection prevention efforts, etc.</p>			

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>g. Community education. Work with Tribes and partners to provide culturally and linguistically responsive community outreach and education related to COVID-19.</p> <p>h. Establish sustainable isolation and quarantine (I&amp;Q) measures in accordance with <b>WAC 246-100-045</b> (Conditions and principles for isolation or quarantine).</p> <p>i. Have at least one (1) location for conducting I&amp;Q operations identified and confirmed. This location should be sufficient for supporting I&amp;Q services that are adequate for the population for your jurisdiction and have an ability to expand if needed. This can be through contract/formal agreement; alternatively, the jurisdiction may establish with an adjacent jurisdiction a formal agreement to provide the isolation and quarantine capacity adequate to the population for your jurisdiction with the ability to expand.</p> <p>ii. Maintain ongoing census data for isolation and quarantine for your population.</p> <p>iii. Planning must incorporate transfer or receipt of people requiring I&amp;Q support to and from adjacent jurisdictions or state facilities in the event of localized increased need.</p> <p>Planning must incorporate indicators for activating and surging to meet demand and describe the process for coordinating requests for state I&amp;Q support, either through mobile teams or the state facility.</p>	<p>Quarterly performance updates to include name, address and capacity of identified location that can support isolation and quarantine, and confirmation of appropriate planning and coordination as required.</p> <p>Report census numbers to include historic total by month and monthly total for current quarter to date</p>		

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

## **Program Specific Requirements**

### **Special Requirements:**

A report on the specific areas the LHJ partners have spent the ARPA vaccine dollars if the legislature requests this information.

*The funds from the American Rescue Plan Act are not available for the purchase of vaccines when the federal government is already making COVID-19 vaccines available to certain populations. The Department of Health Office of Immunization, is using a combination of federal and state funds to supply COVID-19 vaccines for the following groups:*

- *All children less than 19 years of age.*
- *Adults 19 years of age and older who are:*
  - *Uninsured.*
  - *Underinsured – lacks cost-free coverage for COVID-19 vaccines.*

*To access these vaccines, healthcare providers must be enrolled in the Childhood Vaccine Program and/or the Adult Vaccine Program.*

*In order for LHJs to utilize the American Rescue Plan Act (FY24 LHJ COVID-19 ARPA) funding as listed on the LHJ con-con to purchase COVID-19 vaccines beyond what is currently available as stated above for administration in their jurisdiction, the LHJ must follow the guidance provided. In this guidance, it specifically asks that this funding is targeted to disproportionately impacted, underserved populations and communities having COVID-19 impacts that are documented and the response must be tailored to benefit this impacted class.*

*DOH has received the following guidance: to (1) identify and respond to other pandemic impacts and (2) serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients can also identify groups or 'classes' of beneficiaries that experienced pandemic impacts and provide services to those classes. You should refer to pages 32 and 33 of the Overview of the Final Rule for (1) identifying impacts to a specific household or class of households and (2) tailoring the response to benefit this impacted class.*

*If LHJs identify a disproportionately impacted underserved population in their LHJ COVID-19 vaccination plan that would benefit from expanded access to COVID-19 vaccines and is not already served by another state program, they may use this funding to purchase COVID-19 vaccines in support of a documented mission.*

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** COVID-19 Refugee & Immigrant Community Health Worker Support - Effective January 1, 2022

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 3

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Period of Performance:** January 1, 2022 through August 31, 2024

**Statement of Work Purpose:** The purpose of this statement of work (SOW) is to provide overview of the duties performed by Snohomish County in coordination with the CDC COVID-19 Health Disparities Grant which was awarded to DOH and included approval to hire a culturally and linguistically appropriate Community Health Workers (CHW) who will serve the refugee and immigrant population to build, leverage, and expand infrastructure support for COVID-19 prevention and control among populations that are at higher risk and underserved.

**Revision Purpose:** Adding additional funding to current deliverables, extending the period of performance and funding end date from May 31, 2024 to August 31, 2024, adding Task 12, and revising deliverable due date for Task 11.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
REFUGEE HEALTH COVID HTLH DISPARITIES	18508420	93.391	333.93.39	01/01/22	08/31/24	213,945	20,000	233,945
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>213,945</b>	<b>20,000</b>	<b>233,945</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<ul style="list-style-type: none"> <li>Create project plan and evaluation tools.</li> <li>Create Community Health Worker (CHW) job description.</li> <li>Supervisor meets with intra-agency leaders to strategize collaborative programming to prevent duplication.</li> </ul>	<ul style="list-style-type: none"> <li>Submit project proposal.</li> <li>Snohomish Health District (SHD) Health Committee approval.</li> <li>Board of Health approval.</li> <li>Complete interagency agreements.</li> <li>Post Community Health Worker position.</li> </ul>	Year 1: Quarter 3 January 1 – March 31, 2022	Payment for all tasks will be reimbursement for actual expenses up to the maximum available within the funding periods for each source described in the Funding Table above.
2	<ul style="list-style-type: none"> <li>Hire culturally and linguistically appropriate Community Health Worker (CHW).</li> </ul>	<ul style="list-style-type: none"> <li>Candidate accepts CHW position.</li> <li>Orientation is completed within three weeks of hire.</li> </ul>		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>• CHW orientation on current COVID-19 protocols and education.</li> <li>• CHW orientation on Refugee Health Screening program.</li> <li>• CHW reviews current Former Soviet Union (FSU) COVID-19 local and state vaccine equity and engagement resources.</li> <li>• CHW meets with FSU community leaders.</li> <li>• CHW collaborates with DOH and DSHS Office of Refugee and Immigrant Assistance (ORIA).</li> <li>• CHW creates health education plan for FSU community.</li> <li>• Project identifies culture and language interpreter for FSU families for which the CHW may not have fluency.</li> </ul>	<ul style="list-style-type: none"> <li>• CHW meets with at least 5 local FSU leaders.</li> </ul>		
3	<ul style="list-style-type: none"> <li>• Community Health Worker (CHW) implements a health education plan for Former Soviet Union (FSU) community.</li> <li>• CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>• CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> </ul>	<ul style="list-style-type: none"> <li>• FSU refugees/immigrants begin to receive COVID-19 Vaccine education.</li> <li>• CHW connects FSU community with logistical support (including reminders, transportation options, language assistance, appt bookings).</li> <li>• CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> </ul>	Year 1: Quarter 4 April 1 – June 30, 2022	
4	<ul style="list-style-type: none"> <li>• Community Health Worker (CHW) implements a health education plan for FSU community.</li> <li>• CHW collaborates with Public Health Nurse (PHN) to identify Former Soviet Union (FSU) refugees/immigrants that need additional vaccine education and support.</li> <li>• CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>• CHW, PHN, and Supervisor evaluate project effectiveness and efficiencies.</li> <li>• CHW, PHN, and Supervisor determine ongoing activities based on evaluation.</li> </ul>	<ul style="list-style-type: none"> <li>• FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>• CHW connects FSU community with logistical support (including reminders, transportation options, language assistance, appt bookings).</li> <li>• CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> </ul>	Year 2: Quarter 1 July 1 – September 31, 2022	
5	<ul style="list-style-type: none"> <li>• Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>• CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> </ul>	<ul style="list-style-type: none"> <li>• FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>• CHW connects FSU community with logistical support (including reminders, transportation options,</li> </ul>	Year 2: Quarter 2 October 1 – December 31, 2022	



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> </ul>	language assistance, appt bookings). <ul style="list-style-type: none"> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> </ul>		
6	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>Implement health education activities based on Year 2, Quarter 1 (activity 4) evaluation.</li> <li>Create a transition plan for project.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> </ul>	Year 2: Quarter 3 January 1 – March 31, 2023	
7	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>Implement health education activities based on Year 2: Quarter 3 (activity 6) evaluation.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> <li>CHW will attend at least one school-based event for Everett, Lynnwood, and Marysville school district to provide education around vaccines to families. During the event small incentive items will be used to encourage interaction with Health Department staff.</li> </ul>	Year 2: Quarter 4 April 1 – June 30, 2023	
8	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>CHW, PHN, and Supervisor evaluate project effectiveness and efficiencies.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> <li>CHW will attend at least one school-based event for Everett, Lynnwood, and Marysville school</li> </ul>	Year 3: Quarter 1 July 1, 2023 – September 31, 2023	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>CHW, PHN, and Supervisor determine ongoing activities based on evaluation.</li> </ul>	<p>district to provide education around vaccines to families. During the event small incentive items will be used to encourage interaction with Health Department staff.</p>		
9	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>Implement health education activities based on Year 3: Quarter 1 (Task 8) evaluation.</li> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> <li>CHW will attend at least one school-based event for Everett, Lynnwood, and Marysville school district to provide education around vaccines to families. During the event small incentive items will be used to encourage interaction with Health Department staff.</li> </ul>	Year 3: Quarter 2 October 1, 2023 – December 31, 2023	
10	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> <li>Implement health education activities based on Year 3: Quarter 1 (Task 8) evaluation.</li> <li>CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>Create a transition plan for project.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to enhance collaboration and cultural understanding.</li> <li>Begin discussion with community partners about grant completion.</li> <li>CHW will attend at least one school-based event for Everett, Lynnwood, and Marysville school district to provide education around vaccines to families. During the event small incentive items will be used to encourage interaction with Health Department staff.</li> </ul>	Year 3: Quarter 3 January 1, 2024 – March 31, 2024	
11	<ul style="list-style-type: none"> <li>Community Health Worker (CHW) implements health education plan for Former Soviet Union (FSU) community.</li> <li>CHW collaborates with Public Health Nurse (PHN) to identify FSU refugees/immigrants that need additional vaccine education and support.</li> </ul>	<ul style="list-style-type: none"> <li>FSU refugees/immigrants receive COVID-19 Vaccine education.</li> <li>CHW meets with at least 5 local FSU leaders to prepare for project transition</li> </ul>	Year 3: Quarter 4 April 1, 2024 – <del>May 31, 2024</del> <i>June 30, 2024</i>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>• CHW provides tailored vaccine education and support to FSU refugees/immigrants.</li> <li>• Implement health education activities based on Year 3: Quarter 1 (Task 8) evaluation.</li> <li>• Implement transition plan for the project based on Task 10.</li> <li>• Evaluate outcomes and goals of project.</li> </ul>	<ul style="list-style-type: none"> <li>• CHW will attend at least one school-based event for Everett, Lynnwood, and Marysville school district to provide education around vaccines to families. During the event small incentive items will be used to encourage interaction with Health Department staff.</li> </ul>		
12	<ul style="list-style-type: none"> <li>• <i>CHW provides tailored vaccination education to elementary and middle-school students and parents in the FSU community via culturally relevant educational materials.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>CHW will attend at least three school-based events for Snohomish County elementary and/or middle schools and distribute giveaway items and educational materials in Russian and Ukrainian with culturally relevant messaging around vaccination.</i></li> </ul>	<i>Year 4: Quarter 1 July 1, 2024 – August 31, 2024</i>	

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Billing Requirements**

LHJ may bill monthly. Invoices must be received no more than 60 days after billing period. All invoices for the year 2023 must be received by DOH no later than January 16, 2024.

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** DCHS-Emerging Infections Program RESP-NET - Effective January 1, 2024

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Original      **Revision # (for this SOW)**

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Period of Performance:** January 1, 2024 through December 31, 2024

**Statement of Work Purpose:** The purpose of this statement of work (SOW) is to provide funding for the LHJ to perform active population-based surveillance on hospitalizations associated with those conditions related to RESP-NET (Respiratory Virus Hospitalization Surveillance Network), a general term for three separate projects (FluSurv-NET, COVID-NET, RSV-NET).

**Revision Purpose:** N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
FFY24 EIP FLUSURVNET SURV CDC	1712023P	93.317	333.93.31	01/01/24	12/31/24	0	19,678	19,678
FFY24 EIP RSVNET SURV CDC	1712024P	93.317	333.93.31	01/01/24	12/31/24	0	15,743	15,743
FFY24 EIP COVIDNET SURV CDC	1712025P	93.317	333.93.31	01/01/24	12/31/24	0	43,292	43,292
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>0</b>	<b>78,713</b>	<b>78,713</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<b>Surveillance System Implementation</b> Implement state and federal standards for local active, population-based surveillance system for Influenza, RSV, and COVID.	Percentage of hospitals and laboratories within the catchment area reporting to the local health jurisdiction on a weekly basis.	Weekly	Reimbursement of actual costs incurred, not to exceed allocation amounts described above in budget section. Clear delineation of charges to different projects.
2	<b>Data Collection and Reporting</b> Completion of weekly data elements for all identified cases, and completion of standardized case report forms for all cases sampled by CDC, with data entered in Washington Data Reporting System (WDRS).	Timeliness and completeness of case reporting, with a target of weekly data elements for 95% of cases reported within 24 hours of identification, and 95% of case report forms completed within one month.	<b>Data elements:</b> within 24 hours of identification <b>Case report forms:</b> within one month	
3	<b>Participation in Quality Assurance (QA) Activities</b>	Attendance and participation in 100% of scheduled QA activities and meetings.	As scheduled	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Active participation in data quality assurance activities and meetings with state health departments and other stakeholders.			
4	<b>Adaptability to Emerging Health Threats</b> Demonstration of flexibility to rapidly respond and adapt surveillance strategies to emerging health threats.	Implementation of modified surveillance strategies within agreed-upon timeframes following identification of emerging health threats.	As scheduled	
5	<b>Laboratory Surveillance and Diagnostic Testing</b> Annual survey of diagnostic tests used for Influenza, RSV, and COVID at participating laboratories.	Completion of the laboratory survey and submission of a comprehensive report on diagnostic tests used.	By March 31 <sup>st</sup> each year	
6	<b>Epidemiological Analysis</b> Ascertainment of deaths, vaccination history, and treatment history for cases of Influenza, RSV, and COVID.	Assure 90% completeness of death, vaccination, history, and treatment history fields in WDRS.	Quarterly	

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Special Requirements:**

All work will be performed in accordance with the revised and approved project plans to be submitted to DOH.

**Restrictions on Funds (what funds can be used for which activities, not direct payments, etc)**

CDC Funding Regulations and Policies

<https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>

**Monitoring Visits (frequency, type)**

The DOH program contact may conduct monitoring visits during the life of this project. The type, duration, and timing of visit will be determined and scheduled in cooperation with the subawardee. The DOH Fiscal Monitoring Unit may conduct fiscal monitoring site visits during the life of this project

**Special Billing Requirements:**

Payment: Upon approval of deliverables and receipt of an invoice voucher, DOH will reimburse for actual allowable costs incurred. Billings for services on a monthly fraction of the budget will not be accepted or approved.

Submission of Invoice Vouchers: The LHJ shall submit correct monthly A19-1A invoice vouchers for amounts billable under this statement of work to DOH by the 25th of the following month or on a frequency no less often than quarterly.

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** Healthcare-Associated Infections & Antimicrobial Resistance (HAI&AR) - Effective September 1, 2022

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 2

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Period of Performance:** September 1, 2022 through July 31, 2024

**Statement of Work Purpose:** The purpose of this statement of work (SOW) is to provide funding to the Snohomish County Health Department (SCHD) Communicable Disease (CD) Section for staff and activities pertaining to COVID-19 prevention and outbreak response through technical assistance to nursing homes in the SHD jurisdiction.

**Revision Purpose:** Update activities and add new funding source.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
FFY21 SNF STRIKE TEAMS HAI ELC	1831441T	93.323	333.93.32	09/01/22	07/31/24	50,059	0	50,059
FFY21 NH & LTC STRIKE TEAMS HAI ELC	1831541U	93.323	333.93.32	09/01/22	07/31/24	50,059	0	50,059
FFY23 ELC HAI AR EPI CAP CDC	1830323A	93.323	333.93.32	01/01/24	07/31/24	0	91,559	91,559
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>100,118</b>	<b>91,559</b>	<b>191,677</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1.	Provide proactive and COVID-19 outbreak reactive infection control assessment and response (ICAR) services through the designation of an infection preventionist (IP). <ul style="list-style-type: none"> <li>In collaboration with the Washington State Department of Health’s Healthcare-Associated Infections &amp; Antimicrobial Resistance (HAI&amp;AR) Section designate a qualified infection preventionist (IP) (e.g., certified or pursuing Certified in Infection Control [CIC] within 2 years or Associate in Infection Prevention Control [A-IPC] within 1 year of hire)</li> </ul>	Written communication to the DOH HAI&AR LHJ Coordinator on the designation of a qualified IP or equivalent  Quarterly check-in email with the DOH HAI&AR LHJ Coordinator with updates on site visit prioritization.	9/1/22 – Designate IP  Quarterly	Payment for tasks 1-11 will be reimbursed for actual expenses up to the maximum available within the <i>FFY21 SNF STRIKE TEAMS HAI ELC and FFY21 NH &amp; LTC STRIKE TEAMS HAI ELC</i> funding periods described in the Funding Table above.  <b>Restrictions on Funds (See “Program Specific Requirements”)</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>• Using Centers for Disease Control and Prevention (CDC) guidance, collaborate with the DOH HAI&amp;AR Program to prioritize and conduct healthcare facility site visits, which may include:               <ul style="list-style-type: none"> <li>• Long-term care facilities</li> <li>• Skilled nursing facilities</li> </ul> </li> </ul>			
2.	Provide COVID-19 technical support through the continued employment of: <ul style="list-style-type: none"> <li>• one (1) 0.5 FTE data support staff</li> <li>• one (1) 0.10 FTE community outreach worker</li> <li>• one (1) 0.10 FTE vaccine coordinator</li> </ul>	Written communication to the DOH HAI&AR LHJ Coordinator on the presence of:  one (1) data support staff employed one (1) community outreach worker employed one (1) vaccine coordinator employed	9/1/22 – 7/31/24	
3.	Provide necessary supplies, infrastructure, and equipment for SCHD CD COVID-19 response staff and related activities: data support staff, community outreach worker, vaccine coordinator, IP, disease intervention specialist (DIS), health educator, CD program supervisor, and CD program assistant: <ul style="list-style-type: none"> <li>• Computer and data linkages</li> <li>• Office equipment</li> <li>• Workspace</li> <li>• DOH-provided Go Bag (gowns, masks, eye protection, N-95s, hand sanitizer, trash bags, travel bag to store supplies)</li> <li>• Transportation cost for conducting ICAR site visits</li> <li>• Translation and interpretation services</li> </ul>	Provide documentation of the presence of an infrastructure in the first quarterly report submission (template provided by DOH)	By start date of the hired positions – 7/31/24	
4.	Participate in regular conference calls with the DOH ICAR lead to discuss ICAR successes and challenges.	Attend conference calls	Monthly	
5.	IP shall participate in community infection prevention meetings and other IP professional development activities [e.g., Association for Professionals in Infection Control and Epidemiology (APIC) Chapter meeting].	Report meeting participation at quarterly email check-in	Quarterly	
6.	Ensure that the hired IP and other SCHD CD designated COVID-19 response staff can attend periodic trainings and/or meetings with the DOH HAI&AR Program <ul style="list-style-type: none"> <li>• Trainings and/or meetings will occur at least four (4) times during the grant period</li> </ul>	Report attendance of trainings/meetings at quarterly email check-in	As trainings and/or meetings are provided by the DOH HAI&AR Program.	



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> <li>Shadow a DOH IP during a healthcare facility site visit during onboarding period</li> </ul>			
7.	<p>The SCHD CD designated COVID-19 response staff will help develop COVID-19 vaccine (partner with vaccine preventable diseases [VPD] staff as needed) and outbreak IP tools/resources for healthcare facilities and updated SCHD website with update tools and resources.</p> <p>On an as needed basis, the SCHD CD designated COVID-19 response staff will develop tools based on their healthcare facility site visit findings.</p>	<p>Report tools/resources that have been created and shared in quarterly email check-in.</p> <p><del>Update SHD with updated/new tools/resources</del></p>	Quarterly and as needed during funding period	
8.	Regularly report all proactive and COVID-19 reactive ICAR site visits within two (2) weeks of the visit in DOH ICAR REDcap and email findings within five (5) business days of site visit to facility	<p>ICARs reported to REDcap Project</p> <p>ICAR findings reported to facility</p>	<p>Within 2 business weeks of site visit</p> <p>Within 5 business days of site visit</p>	
9.	For COVID-19 outbreak investigations and detections, the SCHD CD IP will facilitate regular (i.e., weekly) communications (i.e., site visit, via phone, email) with facility to determine status of identified gaps.	Share gap mitigation findings in quarterly email check-in	Quarterly	
10.	<p>Provide COVID-19 testing resources to increase testing accessibility to LTCFs experiencing outbreaks</p> <ul style="list-style-type: none"> <li>COVID-19 testing supplies</li> <li>Staffing support for testing during facility outbreaks</li> </ul>	Report on testing resources provided in quarterly email check-in	Quarterly	
11.	Maintain data collection and surveillance capabilities to fulfill current and updated reporting requirements.	Provide documentation of presence of data collection and surveillance infrastructure in quarterly email check-in	Quarterly	
12.	WA DOH partners and stakeholders (local health jurisdictions, healthcare facilities, CDC, etc.) will benefit from learning about ELC funded programs. At least one SCHD staff member will present at the WA DOH HAI & AR Summit on the programs funded by Strike Teams including projects, success, barriers, lessons learned, and future projections over the course of their funding. Awardees will attend the summit, present, and answer general questions about their activities.	Present at the HAI & AR Summit	May 2024	<p>DOH will provide breakfast(s) and lunch(es) at the conference.</p> <p><b>LHJs must cover their own travel, rooms, dinner, and any other additional travel costs using funding available within the funding periods for each source described in the Funding Table above.</b></p>
13.	<i>Expand and strengthen current capacity to conduct case and outbreak investigations and response activities, including timely communication and coordination with healthcare facility IPs, for all potential HAIs [e.g.,</i>	<i>Written communication to the DOH HAI&amp;AR LHJ Coordinator on the assignment of an</i>	<i>July 31, 2024</i>	<i>Payment for tasks 13-16 will be reimbursed for actual expenses up to the maximum available within the FFY23 ELC</i>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<i>multidrug-resistant organisms (MDROs), COVID-19, invasive mold infections, C. auris, Legionella] and provision of ongoing training, guidance, and support by IP for new and existing investigators and ICAR staff by assigning:</i> <ul style="list-style-type: none"> <li>- 0.2 FTE Epidemiologist</li> <li>- 0.4 FTE Infection Preventionist</li> </ul>	<i>epidemiologist and infection preventionist</i>		<i>HAI AR EPI CAP CDC funding period described in the Funding Table above.</i>
14.	<i>Funded staff will help develop HAI tools/resources for healthcare facilities and act as a reviewer for other statewide tools developed by the DOH HAI &amp; AR Program.</i>  <i>Allowable costs include, but are not limited to:</i> <ul style="list-style-type: none"> <li>- Interpretation and translation costs of developed tools/resources</li> </ul>	<i>Report tools/resources that have been created and shared in quarterly email check-in.</i>	<i>July 31, 2024</i>	
15.	<i>Offer response-driven onsite infection control assessments or consultations for every healthcare-associated outbreak, targeted MDROs, and other high concern HAIs identified in the county jurisdiction (e.g., invasive mold infections, COVID-19, C. auris, Legionella), as capacity allows.</i>	<i>Report progress and participation in quarterly email check-in to Program Supervisor and LHJ Coordinator at quarterly check-ins.</i>	<i>July 31, 2024</i>	
16.	<i>For HAI outbreak investigations and targeted detections of high concern pathogens (e.g., MDROs, C. auris, Aspergillus, COVID-19, Legionella), the funded staff will facilitate regular weekly communications (e.g., site visit, via phone, email) with facility to determine status of identified gaps.</i>	<i>Report progress and participation in quarterly email check-in to Program Supervisor and LHJ Coordinator at quarterly check-ins.</i>	<i>July 31, 2024</i>	

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**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://USASpending.gov) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Program Manual, Handbook, Policy References:** [Infection Control Assessment and Response \(ICAR\) | Washington State Department of Health](#)

**Staffing Requirements:** (Supported by: MI1831321R; MI1831421T) At least one qualified IP or equivalent (CIC or A-PIC certified) must be employed in the program.

**Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):**

- CDC Funding Regulations and Policies: <https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>
- Nursing Home Strike Teams funds are not interchangeable. All COVID-19 activities pertaining to skilled nursing facilities must be billed to FFY21 SNF STRIKE TEAMS HAI ELC and all COVID-19 activities pertaining to non-skilled nursing facilities must be billed to FFY21 NH & LTC STRIKE TEAMS HAI ELC

**Monitoring Visits (i.e., frequency, type, etc.):** (Supported by: MI1831321R; MI1831421T) The DOH program contact may conduct monitoring visits during the life of this project. The type, duration, and timing of visit will be determined and scheduled in cooperation with the sub-awardee. The DOH Fiscal Monitoring Unit may conduct fiscal monitoring site visits during the life of this project.

**Assurances/Certifications:** (Supported by: MI1831321R; MI1831421T) IP or equivalent must be or actively pursuing Certified in Infection Control (CIC) within 2 years or Associate in Infection Prevention Control [A-IPC] within 1 year of hire

**Billing Requirements:** A19-1A invoices are required to be submitted at least quarterly.

**Special Instructions:** (Supported by: MI1831321R; MI1831421T) Quarterly reporting will be due as follows:

- December 31, 2022
- March 31, 2023
- June 30, 2023
- September 30, 2023
- December 31, 2023
- March 31, 2024
- June 30, 2024

**Other:** (Supported by: MI1831321R; MI1831421T) Other conditions may be included to the extent that they are in support of or related to work to control the spread of SARS-CoV-2.

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** Infectious Disease Prevention Services - Effective July 1, 2023

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 1

**Period of Performance:** July 1, 2023 through June 30, 2024

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input checked="" type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Statement of Work Purpose:** The purpose of this statement of work is to provide infectious disease (HIV, STD and Adult Viral Hepatitis) prevention services.

**Revision Purpose:** To update internal MI Codes.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change None	Total Allocation
				Start Date	End Date			
SFY24 STATE DISEASE CONTROL & PREV	12411140	N/A	334.04.91	07/01/23	06/30/24	151,496	0	151,496
FFY23 PCHD STD PREV SUPP CDC	12408331	93.977	333.93.97	07/01/23	06/30/24	173,111	173,112	346,223
FFY24 PCHD STD PREV SUPP CDC	12408TBD	93.977	333.93.97	01/01/24	06/30/24	173,112	-173,112	0
FFY22 INTEG HIV PREV CDC	12411220	93.940	333.93.94	07/01/23	06/30/24	110,662	0	110,662
FFY23 PCHD STD PREV DIS CONTROL CDC	12411235	93.977	333.93.97	07/01/23	06/30/24	35,355	35,355	70,710
FFY24 PCHD STD PREV DIS CONTROL CDC	12411TBD	93.977	333.93.97	01/01/24	06/30/24	35,355	-35,355	0
						0	0	0
<b>TOTALS</b>						<b>679,091</b>	<b>0</b>	<b>679,091</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
<b>HIV/STI Prevention, Treatment, and Surveillance</b>	<p>Deliver partner services to people diagnosed with HIV/STI per CDC and state guidelines.</p> <p>Ensure timely, correct reporting, testing and treatment of STIs or exposure to STIs for diagnosed patients and identified contacts. Reporting and investigative guidelines for conditions can be found on <u>DOH Notifiable Conditions</u> page.</p> <p>Refer at-risk people identified through HIV/STI testing and/or partner services for medical and supportive services to prevent HIV acquisition.</p> <p>Ensure timely referral and testing for people identified as exposed to HIV.</p>	Quarterly report information to be gathered via quarterly program meetings with DOH staff.	<p>Quarterly meetings are scheduled approximately 30 days after the quarter has closed:</p> <p>October 31, 2022 January 31, 2023 April 30, 2023 July 31, 2023</p>	<p><b>Total reimbursement not to exceed \$647,659 \$679,091. See split out below by code.</b></p> <p><b>\$120,064 - MI 1241110040</b></p> <p><b><del>State Disease Control &amp; Prev - FPH SFY24 STATE DISEASE CONTROL &amp; PREV</del></b></p> <p>\$120,064 for 7/1/23-6/30/24</p>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>The contractor will enter all case documentation in Information reported into Public Health Issue Management System-Sexually Transmitted Disease (PHIMS-STD) and other data systems as appropriate.</p> <p>The contractor will document all outputs for discussion in quarterly program meetings.</p>			<p><b>\$110,662 – MI 12411220</b>  <b>FFY22 <del>HIV Prevention</del></b>  <b><del>Grant – FPH INTEG HIV</del></b>  <b><del>PREV CDC</del></b></p> <p>\$110,662 for  7/1/23-6/30/24</p> <p><b><del>\$35,355 70,710 – MI</del></b>  <b><del>12411235-</del></b>  <b><del>FFY23 STD Prevention</del></b>  <b><del>PCHD PCHD STD PREV</del></b>  <b><del>DIS CONTROL CDC</del></b></p> <p><del>\$35,355 70,710 for 7/1/23-</del>  <del>12/31/23-6/30/24</del></p> <p><b><del>\$35,355 – MI 12411TBD-</del></b>  <b><del>FFY24 STD Prevention</del></b>  <b><del>PCHD</del></b></p> <p><del>\$35,355 for 1/1/24 6/30/24</del></p> <p><b><del>\$173,111 346,223 –MI</del></b>  <b><del>124083301</del></b>  <b><del>FFY23 STD Prevention</del></b>  <b><del>Supplemental [PCHD]</del></b>  <b><del>PCHD STD PREV SUPP</del></b>  <b><del>CDC</del></b></p> <p><del>\$173,111 for 7/1/23-</del>  <del>12/31/23</del>  \$346,223 for 7/1/23-  6/30/24</p> <p><b><del>\$173,112 – MI 12408TBD-</del></b>  <b><del>FFY24 STD Prevention</del></b>  <b><del>Supplemental [PCHD]</del></b></p> <p><del>\$173,112 for 1/1/24-</del>  <del>6/30/24</del></p>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
<b>Prevention Activities for People Living with HIV</b>	<p>Provide services to clients who are diagnosed with and/or living with HIV:</p> <ul style="list-style-type: none"> <li>• Deliver partner services to people who are newly diagnosed with HIV</li> <li>• Deliver partner services to people previously diagnosed with HIV who are: <ul style="list-style-type: none"> <li>○ Diagnosed with a bacterial STI</li> <li>○ Returning to or sub-optimally linked to medical care and have a detectable viral load</li> </ul> </li> <li>• Ensure timely, correct reporting of cases of people diagnosed with HIV.</li> <li>• Refer and link people diagnosed with HIV to medical and supportive services to promote viral suppression and quality of life.</li> </ul> <p>The contractor will enter all case documentation in Information reported into Public Health Issue Management System-Sexually Transmitted Disease (PHIMS-STD) and other data systems as appropriate.</p> <p>The contractor will document all outputs for discussion in quarterly program meetings.</p>	<p>Quarterly report information to be gathered via quarterly program meetings with DOH staff.</p>	<p>Quarterly meetings are scheduled approximately 30 days after the quarter has closed:</p> <p>October 31, 2022  January 31, 2023  April 30, 2023  July 31, 2023</p>	<p><b>Total reimbursement not to exceed:</b></p> <p><del>\$31,432– MI 1241110040 State-Disease-Control and Prev-FPH SFY24 STATE DISEASE CONTROL &amp; PREV</del></p> <p>\$31,432 for 7/1/23-6/30/24</p>

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**PROGRAM SPECIFIC REQUIREMENTS**

**1. Definitions**

- a. ANONYMOUS SERVICES- HIV Prevention services including condom distribution, outreach and light touch.
- b. CAPACITY BUILDING- The process by which individuals and organizations obtain, improve, and retain the skills, knowledge, tools, equipment, and other resources needed to do their jobs competently.
- c. CONTRACTOR – For the purposes of this Statement of Work Only, the entity receiving funds directly from Washington State Department of Health (DOH)

for client services to prevent or treat conditions named in the statement of work will be referred to as contractor.

- d. INTEGRATED TESTING- For the purpose of this Statement of Work, Integrated Testing includes Human Immunodeficiency Virus (HIV), Gonorrhea (GC), Chlamydia (CT), Syphilis, Hepatitis C (HCV) and Hepatitis B (HBV).
- e. YOUTH- For purposes of this agreement, the term “youth” applies to persons under the age of 18.

**2. Participation in Quality Management/Improvement activities** – The Contractor is expected to participate in quality improvement and management activities as deemed necessary by OID staff.

### **3. Integrated Testing Services**

- a. HIV testing services must follow [DOH Non-Clinical Testing Guidance](#) and [CDC Guidance for HIV Non-Clinical testing](#).
- b. All DOH-funded HIV & STI testing data must be entered into EvaluationWeb unless written exception is approved. All testing data must be entered by the 10<sup>th</sup> of each month for tests conducted the month prior (eg: all tests conducted in January but be entered by February 10<sup>th</sup>).
- c. All positive tests reports, including rapid-test positives for HIV, HCV and Syphilis must be reported to Local Health Jurisdiction (LHJs) within 3 business days.
- d. All preliminary positive reports for HIV must be reported to the Office of Infectious disease within 30 days using the Preliminary Positive Reporting Form (provided by DOH).
- e. HCV testing must follow the Office of Infectious Disease HCV testing guidance. For more information contact the DOH Integrated Testing Coordinator.
- f. Any funds generated from payment for services should be reinvested with program intent.
- g. All testing contractors will have Quality Assurance plans outlining their testing programs on file with the Office of Infectious Disease. Updates to QA plans will occur on an annual basis to reflect current testing program work. Please contact the DOH OID Integrated Testing Coordinator for more information.
- h. Rapid test kits and controls for HIV, HCV, and Syphilis should be procured through DOH or a DOH approved source. Please contact the DOH OID Integrated Testing Coordinator for more information.
- i. STI (GC/CT) test kits should be procured through PHSKC Lab and/or CDD. Please contact the DOH OID Integrated Testing Coordinator for more information.
- j. Contractor will ensure that staff are licensed and available to perform HIV, Syphilis and HBV/HCV testing, as appropriate, using capillary and venous puncture.
- k. HIV/STI testing and health education must be performed by personnel who have completed DOH-approved training.
- l. Contractor is expected to conduct essential support services screening for a minimum of 85% of testing clients. Screeners should be conducted for the following: PrEP eligibility, behavioral health, social services, benefits navigation (PrEP or health insurance), and risk reduction interventions. If client need is determined, referrals and linkages will be made to appropriate services. Please reference SFY24 HIV Community Services Prevention Implementation Guidelines for additional details about screeners.
- m. The Contractor will present confidential HIV testing as the default option for all persons tested. If an anonymous test is performed for HIV, the reason for the anonymous testing should be separately documented. Prior to the placement of the test, the client should be advised and asked to consent that if the result of the anonymous test is reactive or positive, that such test will be converted into a confidential test and that any subsequent confirmatory testing will be run as confidential. Testing for infections other than HIV can only be run as confidential.
- n. Contractors must collect client level data and provide this data to the LHJ within 3 business days of the positive result. Persons with a reactive or positive HIV, STI or HCV test may be offered partner services (PS) by the Local Health Jurisdiction (LHJ). Please contact the DOH OID Testing Coordinator or your Local Health Jurisdiction for more information.

### **4. HIV Community Services – Prevention Programs**

- i) Prevention programs must follow SFY24 HIV Community Services- Prevention Implementation Guidelines.
- ii) Prevention data, including individual level navigation services, outreach activities, and condom distribution, should be tracked through Provide unless written exception is approved. All client-level data must be entered into Provide™ within three (3) days of service provision.
- iii) Prevention data elements should be collected by all agencies funded to provide HIV Community Services- Prevention activities. These data elements may be referenced in SFY24 HIV Community Services- Prevention Guidelines.

### **5. Participation in Capacity Building and Technical Assistance Activities designed to increase efficacy of HIV Community Services**

Opportunities for capacity building and technical assistance for contractor will be offered throughout the contract year by WA DOH and other regional or national capacity building organizations.

## 6. Contract Management –

### a. Fiscal Guidance

- i) **Funding** –The CONTRACTOR shall submit all claims for payment for costs due and payable under this statement of work by July 31, 2024. DOH will pay belated claims at its discretion, contingent upon the availability of funds.
- ii) The CONTRACTOR agrees to reimburse DOH for expenditures billed to the DOH for costs that are later determined through audit or monitoring to be disallowed under the requirements of 2 CFR Part 200 –Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Audits.
- iii) **Submission of Invoice Vouchers** – On a monthly basis, the CONTRACTOR shall submit correct A19 invoice vouchers amounts billable to DOH under this statement of work and Expense Summary backup form. All A19 invoice vouchers must be submitted by the 25th of the following month.
  - The CONTRACTOR must provide all backup documentation as required based on the assigned risk level. DOH may ask for additional backup information to pay invoices based on the needs of the funding sources supporting the work.
- iv) **Advance Payments Prohibited** – DOH funds are “cost reimbursement” funds. DOH will not make payment in advance or in anticipation of services or supplies provided. This includes payments of “one-twelfth” of the current fiscal year’s funding.
- v) **Emergency Financial Assistance** –The CONTRACTOR shall not use contract funds to provide a parallel medication service to EIP. CONTRACTOR’s providing case management services shall make every effort to enroll clients in EIP.
- vi) **Payment of Cash or Checks to Clients Not Allowed** – Where direct provision of service is not possible or effective, vouchers or similar programs, which may only be exchanged for a specific service (e.g., transportation), shall be used to meet the need for such services. CONTRACTOR shall administer voucher programs to assure that recipients cannot readily convert vouchers into cash.
- vii) **Funds for Needle Exchange Programs Not Allowed** – CONTRACTOR shall not expend contract federal funds to support needle exchange programs using funds from HIV Community Services Tasks.
- viii) **Supervision**, under DOH Community Programs contracts, will be understood as the delivery of a set of interrelated functions encompassing administrative, educational and supportive roles that work collectively to ensure clinical staff (i.e. case managers, navigators, coordinators, assistants, coaches) are equipped with the skills necessary to deliver competent and ethical services to clients that adhere to best practices within applicable fields as well as all relevant Statewide Standards. Supervisors must meet the criteria set forth within the WA State HIV Case Management Standards and provide the level of interaction and review detailed in that document.

It is the understanding of DOH that Supervision funded under the direct program portion of this contract include at minimum the provision of at least two of the three functions detailed here: administrative, educational or supportive supervision. Supervision that encompasses only administrative functions will not be considered billable under Direct Program. To that end, it is the expectation of DOH that those personnel identified as Supervisors have no more than one degree of separation from direct client care. Exceptions to this rule can be presented and considered to and by DOH Contract Management. It will fall to the requesting organization to satisfactorily demonstrate that any Supervisory positions falling within the scope of Direct Program are meeting the expectation of provision of educational or supportive supervision with the aim of directly impacting client experiences, quality of services, and adherence to best practices and Statewide Standards.

- ix) **Small and Attractive items** – Each agency shall perform a risk assessment (both financial and operational) on the agency’s assets to identify those assets that are particularly at risk or vulnerable to loss. Operational risks include risks associated with data security on mobile or portable computing devices that store or have access to state data. Assets so identified that fall below the state’s capitalization policy are considered small and attractive assets. Agency shall develop written internal policies for managing small and attractive assets. Internal policies should take into consideration the Office of the Chief Information Officer (OCIO) IT Security Standard 141 Section 5.8 Mobile Computing and Section 8.3 Media Handling and Disposal at <https://ocio.wa.gov/policies>.

The agency shall implement specific measures to control small and attractive assets in order to minimize identified risks. Periodically, the agency should perform a follow up risk assessment to determine if the additional controls implemented are effective in managing the identified risks.

Agency must include, at a minimum, the following assets with unit costs of \$300 or more:

- 1) Laptops and Notebook Computers
- 2) Tablets and Smart Phones



Agencies must also include the following assets with unit costs of \$1,000 or more:

- 1) Optical Devices, Binoculars, Telescopes, Infrared Viewers, and Rangefinders
- 2) Cameras and Photographic Projection Equipment
- 3) Desktop Computers (PCs)
- 4) Television Sets, DVD Players, Blu-ray Players, and Video Cameras (home type)

- x) **Food and Refreshments** - Food and refreshments are not allowable direct costs, unless provided in conjunction with allowable meetings, whose primary purpose is the dissemination of technical information. Pre-approval is required when food and refreshments are purchased for these meetings. A sign in sheet with the clients' ID number from the DOH approved data system as well as an agenda is required in order to receive reimbursement for these charges.

Food for staff meetings/trainings is not allowable.

**PLEASE NOTE:** If meals/refreshments are purchased for lunch and learns or other allowable meetings, food can only be purchased for the clients only at per diem. Any expenses over per diem will be denied.

**b. Contract Modifications**

**Notice of Change in Services** – The CONTRACTOR shall notify DOH program staff, within 45 days, if any situations arise that may impede implementation of the services contained in the statement of work. DOH and the CONTRACTOR will agree to strategies for resolving any shortfalls. DOH retains the right to withhold funds in the event of substantial noncompliance.

**c. Subcontracting**

This statement of work does not allow a CONTRACTOR to subcontract for services.

**7. Content Review and Website Disclaimer Notice)**

In accordance with all federal guidance, contractors receiving funds through DOH will submit all proposed written materials requiring review for HIV-related scientific or medical accuracy including written materials, audio visual materials, and pictorials, including social marketing and advertising materials, educational materials, social media communications (e.g., Facebook, twitter) and other electronic communications, such as internet/webpages to the OID Content Review Committee. CONTRACTOR shall submit all materials to be reviewed for scientific or medical accuracy to:

Michael Barnes, Washington State Department of Health  
 PO Box 47841  
 Olympia, WA 98504-7841  
 Phone: 360-810-1880  
 Email: [Michael.Barnes@doh.wa.gov](mailto:Michael.Barnes@doh.wa.gov)

For social marketing campaigns and media strategies, please adhere to the program guidance on the review of HIV-related educational and informational materials for CDC assistance programs [Program Guidance on the Review of HIV-related Educational and Informational Materials for CDC Assistance Programs](#)

**8. Youth and Peer Outreach Workers**

All programs, including CONTRACTORS, using youth (either paid or volunteer) in program activities will use caution and judgment in the venues / situations where youth workers are placed. Agencies will give careful consideration to the age appropriateness of the activity or venue; will ensure that youth comply with all relevant laws and regulations regarding entrance into adult establishments and environments; and will implement appropriate safety protocols that include clear explanation of the appropriate laws and curfews and clearly delineate safe and appropriate participation of youth in program outreach activities.

## 9. Whistleblower

- a. Whistleblower statute, 41 U.S.C. & 4712, applies to all employees working for CONTRACTOR, subcontractors, and subgrantees on federal grants and contracts. The statute (41 U.S.C. & 4712) states that an “employee of a CONTRACTOR, subcontractor, grantee, or subgrantee, may not be discharged, demoted, or otherwise discriminated against as a reprisal for “whistleblowing.” In addition, whistleblower protections cannot be waived by an agreement, policy, form, or condition of employment.
- b. The National Defense Authorization Act (NDAA) for Fiscal Year 2013 (Pub. L. 112-239, enacted January 2, 2013) mandates a pilot program entitled “Pilot Program for Enhancement of Contractor Employee Whistleblower Protections.” This program requires all grantees, their subgrantees, and subcontractors to:
  - c. Inform their employees working on any federal award they are subject to the whistleblower rights and remedies of the pilot program;
  - d. Inform their employees in writing of employee whistleblower protections under 41 U.S.C. & 4712 in the predominant native language of the workforce; and,
  - e. CONTRACTOR and grantees will include such requirements in any agreement made with a subcontractor or subgrantee.

## 10. Allowable Costs

All expenditures incurred and reimbursements made for performance under this statement of work shall be based on actual allowable costs. Costs can include direct labor, direct material, and other direct costs specific to the performance of activities or achievement of deliverables under this statement of work.

For information in determining allowable costs, please reference OMB Circulars:

2 CFR200 (State, Local and Indian Tribal governments) at: <https://www.federalregister.gov/documents/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>

\*\*Disclosure of information is governed by the Washington Administrative Code (WAC) 246-101-120, 520 and 635, and the Revised Code of Washington (RCW) 70.24.080, 70.24.084, and 70.24.105 regarding the exchange of medical information among health care providers related to HIV/AIDS or STI diagnosis and treatment. Please note that CONTRACTORS fit under the definition of “health care providers” and “individuals with knowledge of a person with a reportable disease or condition” in the WAC and RCW.

DOH statutory authority to have access to the confidential information or limited Dataset(s) identified in this agreement to the Information Recipient: RCW 43.70.050

Information Recipient’s statutory authority to receive the confidential information or limited Dataset(s) identified in this Agreement: RCW 70.02.220 (7)

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** National Estuary Program Shellfish Strategic Initiative 2.0 - Effective July 1, 2023

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 1

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Period of Performance:** July 1, 2023 through December 31, 2024

**Statement of Work Purpose:** The Savvy Septic Program in Snohomish County aims to empower residential on-site septic system (OSS) owners to engage in a collective Puget Sound water quality solution through outreach, education, and financial aid for OSS maintenance, repair, and replacement. The Stillaguamish watershed is our focus area for this funding, which is a predominantly low-income, rural community that contains threatened shellfish growing areas, including Port Susan, Skagit Bay South and Warm Beach . LHJ will also be a resource for the Tulalip tribe by providing ongoing support to their own OSS grant program tasks. During the project period, the objectives are to provide: four (4) grants to eligible low-income OSS owners; 460 OSS maintenance rebates; development and promotion of an online, asynchronous OSS care workshop and contractor workshop; and participate in three (3) outreach events in Snohomish County per year, two (2) of which will be in the Stillaguamish watershed. The key outcomes for the project are to:

1. Increase homeowner knowledge of proper OSS maintenance.
2. Provide financial incentives to help homeowners with OSS maintenance, repairs, and replacement.
3. Reduce the overall impact of failing OSS on water quality and public health, including reducing the potential health risks from contaminated shellfish consumption and reducing the threat to shellfish growing areas in the Stillaguamish watershed.

**Revision Purpose:** The purpose of this revision is add additional funding, increase task funding and adjust deliverable goal objectives.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
PS SSI2 SUB AWARD MANGEMENT TASK 3	261K1213	66.123	333.66.12	07/01/23	12/31/24	425,000	425,000	850,000
						0	0	0
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>425,000</b>	<b>425,000</b>	<b>850,000</b>

Description (e.g., "shellfish beds reopened")	Units	Targets/Estimate
Number of acres upgraded from "Prohibited" to "Approved" (1042 acres from Port Susan.)	Acres	1,042
Number of acres maintained in Port Susan	Acres	560
Number of acres maintained in Skagit Bay South	Acres	2,260
Number of OSS failures repaired or replaced	OSS repaired or replaced	4 9

Description (e.g., “shellfish beds reopened”)	Units	Targets/Estimate
Number of OSS rebates processed to homeowners for system pumping, inspection, riser installation, and minor repairs.	OSS rebates processed	<del>920</del> 1,940
Percentage OSS inspection rate by June 2027 (from 2.01% in 2022)	OSS inspection rate	Increase to 5%
Number of homeowners who attended the septic care workshop	Homeowners	1,000
Number of contractors who attended the informational workshop	Contractors	50
Number of outreach events attended	Events	12

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
<b>TASK 1. Project Development</b>				
This task must be completed before initiating any other work under this subaward. Work completed prior to the completion of Task 1 will be ineligible for reimbursement under this subaward.				
1.1	<p><b>Quality Assurance Project Plan (QAPP) Development</b></p> <p>Per EPA sub-award terms and conditions, for projects that involve the collection, production, evaluation, or use of environmental information, the sub-recipient must submit a Quality Assurance Project Plan (QAPP) to the Washington State Department of Ecology’s NEP Quality Coordinator (NEP QC) using EPA’s NEP guidance for QAPPs. Project work should not begin until the Quality Assurance Project Plan (QAPP) has Quality Assurance approval. At contract start, the subrecipient must work with the NEP QC to ensure the project meets quality assurance requirements per the contract terms and conditions.</p> <p>The subrecipient is also required to conduct and document an annual review of the approved QAPP with ECOLOGY for projects exceeding one year in duration. For any changes prior to the annual review the subrecipient must contact the NEP QC to confirm required documentation. Changes may include but are not limited to new sampling sites, extended timeline, updated methods, and changes to analysis.</p>	QAPP waiver	Before contract is finalized	Reimbursement up to <del>\$2,080</del> 4,160 based on actual costs
1.2	<p><b>Project Factsheets</b></p> <p>Using the templates provided, the subrecipient must complete an initial one-page Project Factsheet at the outset of the contract. A final one-page Project Factsheet is due at the end of the contract. The initial factsheet will provide an overview of the project and a brief description of the subrecipient’s organization. The subrecipient will submit the initial factsheet with the first quarterly progress report. The subrecipient will submit the final factsheet at the end of the contract to summarize project outcomes, lessons learned, and next steps. The Shellfish SIL will make the factsheets publicly available through the website <a href="https://pugetsoundestuary.wa.gov/">https://pugetsoundestuary.wa.gov/</a>.</p>	<p>a. Initial Project Factsheet</p> <p>b. Final Project Factsheet</p>	<p>a. Due with first quarterly report</p> <p>b. Two weeks prior to contract end date</p>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
<p><b>Task 2: Project Administration and Reporting</b>                      Task 2 describes the project administrative and reporting requirements. The subrecipient will refer to and comply with all underlying state and federal terms and conditions.</p>				
<p><b>2.1</b></p>	<p><b>Progress Reporting and Invoicing</b>                      The subrecipient will submit quarterly progress reports by the specified target completion dates. Quarterly reporting periods are:                      Quarter 1 reporting period:                      January 1 – March 31 (FEATS will serve as 1<sup>st</sup> quarter report)                       Quarter 2 reporting period: April 1 – June 30                       Quarter 3 reporting period:                      July 1 – September 30 (FEATS will serve as 3<sup>rd</sup> quarter report)                       Quarter 4 reporting period: October 1 – December 31                       Progress reports shall include:  <ul style="list-style-type: none"> <li>• A description of:                             <ol style="list-style-type: none"> <li>1. Work completed for each task/subtask during the reporting period, including what deliverables were completed and submitted during the reporting period.</li> <li>2. Total allowable spending by task.</li> <li>3. Status for ongoing project tasks.</li> <li>4. Challenges affecting task-specific or overall project completion date(s), scope of work, or costs.</li> </ol> </li> <li>• Evidence of satisfactory completion of all reporting requirements.</li> </ul>                     The subrecipient will email quarterly progress reports and deliverables to the NEP Administrative Assistant and copy their Contract Manager.                       Invoices and supporting documentation will be emailed to <a href="mailto:NEPInvoices@doh.wa.gov">NEPInvoices@doh.wa.gov</a>. The subrecipient will submit invoices at least quarterly, but no more frequently than monthly. At the end of the contract period, the subrecipient will submit their final invoice within 60 days of contract expiration. The final invoice will be marked “Final”. Invoices received more than 60 days after contract expiration may not be eligible for reimbursement.</p>	<p>a. Quarterly progress reporting                       b. (FEATS reporting, Task 2.2 serves as 2nd and 4th quarter reporting, annually)</p>	<p>a. Annually on January 15                       b. Annually on July 15</p>	<p>Reimbursement up to <del>\$10,400</del> 18,668 based on actual costs</p>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
2.2	<p><b>EPA FEATS Reporting</b>            The subrecipient will complete semi-annual FEATS (Financial and Ecosystem Accounting Tracking System) progress reports and a closeout FEATS report. The closeout FEATS report will be submitted within 60 days of the contract expiration date and will reflect the final project billing. The closeout FEATS report will describe task work completed throughout the project, highlight project outcomes, and summarize lessons learned.            FEATS Reporting Periods:            April 1 – September 30 - Serves as 3rd quarter progress reporting.            October 1 – March 31 - Serves as 1st quarter progress reporting.</p>	FEATS reporting	Annually April 1 Annually October 1	
2.3	<p><b>Minority Business Enterprise/Women Business Enterprise (MBE/WBE) Reporting</b>            The subrecipients will submit MBE/WBE utilization reports each year as required by the <a href="#">federal terms and conditions included in this contract</a>. Reports will be in the format located on the EPA webpage <a href="https://www.epa.gov/system/files/documents/2021-08/epa_form_5700_52a.pdf">https://www.epa.gov/system/files/documents/2021-08/epa_form_5700_52a.pdf</a> and will include all qualifying purchases <b>OR</b> will clarify that no qualifying purchases were made. MBE/WBE reporting periods are from October 1 to September 30 annually. Reports are due to Taylor Warren at <a href="mailto:Taylor.warren@doh.wa.gov">Taylor.warren@doh.wa.gov</a> 15 calendar days after the end of each reporting period with the DOH Contract Manager carbon copied.</p>	MBE/WBE Reporting	Annually on October 15	
2.4	<p><b>Water Quality Exchange (WQX) Data Reporting (if applicable)</b>            The Water Quality Exchange (WQX) is the tool for data partners to submit monitoring data to EPA. If the subrecipient collects any physical, chemical, or environmental data (e.g., dissolved oxygen, water temperature, salinity, turbidity, pH, phosphorous, total nitrogen, E. coli or enterococci, and other biological and habitat data), then the subrecipient's QAPP will specify data to be reported through WQX.            Data for a calendar year (Jan. 1 – Dec. 31) must be submitted at least annually.            See WQX information, including tutorials, at <a href="https://www.epa.gov/waterdata/water-quality-data-wqx">https://www.epa.gov/waterdata/water-quality-data-wqx</a>.            WQX reporting completed annually by December 31</p>	WQX Data Reporting (Not applicable)	At least annually by December 31	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
<p><b>Task 3: Marketing &amp; Workshops</b>                      Savvy Septic staff will attend three (3) outreach events per year in Snohomish County, two (2) of which will be located in the Stillaguamish watershed. Savvy Septic staff will develop new outreach materials for these events and marketing and will update existing outreach materials. The online, asynchronous, septic care workshop will educate Snohomish County residents on OSS function, operation, maintenance, and financial assistance. Workshops will be free of charge for all attendees, and the workshop will be advertised on the county’s Savvy Septic Program website and multiple social media platforms. The septic care workshop will also be a requirement for homeowners to take before they can redeem any/all rebates. The online, asynchronous septic contractor workshop will inform contractors about how they can participate in the Savvy Septic Program. Other marketing strategies include developing an email newsletter and regularly advertising the program on social media.</p>				
<p><b>3.1</b></p>	<p><b>Outreach Materials</b>                      All outreach materials for the Savvy Septic Program need to be updated. Additionally, all educational handouts about caring for septic systems need to be updated or newly developed. Outreach materials include flyers, handouts, web content, email content, advertisements, infographics, images, and social media content. Once these outreach materials are created, they will need to be continuously updated to ensure they are correct and match any code revisions and/or current research and guidelines.</p>	<p>a. Send four (4) email newsletters per year.                       b. Post on multiple social media platforms quarterly</p>	<p>a. Drafts sent to DOH for 2-week review. Final due upon completion                       b. Drafts sent to DOH for 2-week review. Final due upon completion</p>	<p>Reimbursement up to <del>\$102,372</del> 166,012 based on actual costs</p>
<p><b>3.2</b></p>	<p><b>Events</b>                      Savvy Septic staff will attend three (3) outreach events per year in Snohomish County, two (2) of which will be in our specific focus area, which is the Stillaguamish watershed. At these events, LHJ will advertise the Savvy Septic program, share informational septic-related materials, and connect with the community. Staff will be available to answer homeowner’s questions about septic care and maintenance and the financial assistance options that are available through Savvy Septic.</p>	<p>Attend 12 outreach events</p>	<p>50% completion by June 2025. All workshops completed by contract end date.</p>	
<p><b>3.3</b></p>	<p><b>Workshops</b>                      The online, asynchronous, septic care workshop will educate homeowners on various septic-related topics, including septic maintenance, signs of septic problems, how septic systems work, how to work with septic contractors, and financial assistance, among other topics. The Savvy Septic Program’s health educators will put the septic care workshop into a learning management system where homeowners can go through the workshop at any time and review the materials at their convenience. This workshop will be free of charge. Homeowners will need to take the workshop to be eligible for any/all rebates in the future. Advertising for this workshop will be done through social media, an email newsletter, and by coordinating with other county programs. The contractor workshop will also be free of charge, online, and asynchronous, so contractors can attend the workshop at any time. This</p>	<p>a. Copy of septic care workshop attendance records                       b. Copy of contractor workshop attendance records and workshop slides</p>	<p>a. Due with quarterly reporting in which quarter workshop was held.                      b. Due with quarterly reporting in which quarter workshop was held.                      Due upon completion</p>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	workshop will educate contractors about how they can work with the savvy septic program, how to enter reports into OnlineRME, and additional helpful information.			
<p><b>Task 4: Low-Income Grants</b></p> <p>The Savvy Septic Program will award 4 grants to low-income homeowners for OSS repair or replacement. \$300 will be provided for any permit application fees that apply, and the remaining application fee amount will be the homeowner's responsibility. For homeowners with low or fixed incomes, the Savvy Septic Program is providing a much-needed service to help them repair or replace one of the most essential pieces of equipment in their home. Grant funding is limited and available on a first-come, first-served basis until funding is exhausted. Additional financing may be available through a Craft3 loan, which is separate from the Savvy Septic Program.</p> <p><b>Before any ground disturbing work has started the Subrecipient will work with DOH to conduct cultural resource review for funded repairs</b> in a timely manner. The Subrecipient will submit a 05-05 Form and will maintain an up-to-date Inadvertent Discovery Plan (IDP). (The IDP is also submitted as a deliverable.)</p> <p>The Subrecipient shall comply with the additional requirements under Section 106 of the National Historic Preservation Act (NHPA, 36 CFR 800).</p> <p>Subrecipient shall take reasonable action to avoid, minimize, or mitigate adverse effects to archeological and historic resources. Activities associated with archaeological and historic resources are an eligible reimbursable cost subject to approval by DOH.</p> <p>Subrecipient shall:</p> <ol style="list-style-type: none"> <li>a) Contact DOH NEP Program to discuss any Cultural Resources requirements for the project: For capital construction projects, if required, comply with Governor Executive Order 05-05, Archaeology and Cultural Resources. For projects with any federal involvement, if required, comply with the National Historic Preservation Act. Any cultural resources federal or state requirements must be completed prior to the start of any work on the project site.</li> <li>b) Submit an Inadvertent Discovery Plan (IDP) to DOH prior to implementing any project that involves ground disturbing activities. DOH will provide the IDP form. DOH shall: Keep the IDP at the project site. Make the IDP readily available to anyone working at the project site. Discuss the IDP with staff and contractors working at the project site. Implement the IDP when cultural resources or human remains are found at the project site.</li> <li>c) If any archeological or historic resources are found while conducting work under this agreement: Immediately stop work and notify the DOH NEP Program, the Department of Archaeology and Historic Preservation at (360) 586-3064, any affected Tribe, and the local government.</li> <li>d) If any human remains are found while conducting work under this agreement: Comply with RCW 27.53, RCW 27.44.055, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting cultural resources and human remains.</li> </ol>				
4.1	<p><b>Low-Income Grants</b></p> <p>The Savvy Septic Program will award 4 grants to low-income homeowners for OSS repair or replacement. Savvy Septic will determine program eligibility. All grant awards are subject to additional Savvy Septic Program eligibility and guidelines and are subject to change. Any changes to Savvy Septic Program guidelines will be communicated to Dept. of Health staff for approval prior to change. Final documentation of eligibility requirements will be sent to DOH upon approval. <b>A map</b></p>	<ol style="list-style-type: none"> <li>a. Repair or replace <del>4</del> <b>9</b> OSS</li> <li>b. Program eligibility requirements</li> </ol>	<ol style="list-style-type: none"> <li>a. Completed by contract end date</li> <li>b. Due 30 days after contract execution or after DOH approval when changes are made.</li> </ol>	Reimbursement up to <del>\$129,728</del> <b>288,928</b> based on actual costs



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	pinpointing location is within a threatened Shellfish Growing Area Boundary will be submitted prior to approval.			
4.2	<del>Permit Application Fees Savvy Septic staff will assist in the processing of permit application fees. \$300 will be provided for any permit application fees that apply, and the remaining application fee amount will be the homeowner's responsibility.</del>	<del>Process four (4) permit applications fees for OSS repairs or replacements</del>	<del>Ongoing. Per task 2 progress reporting. Completed by contract end date.</del>	
<p><b>Task 5: Rebates</b>                      The Savvy Septic Program will award a target of <del>920</del> 1904 rebates for OSS inspections, pumping, riser installations, and minor repairs to reduce the financial burden of OSS maintenance and increase participation in preventative OSS care for Snohomish County homeowners. Rebates are limited and available on a first-come, first-served basis until funding is exhausted. In order to be eligible for an OSS rebate, all work must be performed by a licensed septic contractor. Homeowners also must have taken the septic care workshop to be eligible. All Savvy Septic rebates are subject to additional Savvy Septic program guidelines.</p>				
5.1	<p><b>SEPTIC PUMPING REBATES</b>                      The Savvy Septic Program will award <del>330</del> 660 rebates for septic system pumping. Each pumping rebate will be for \$100. In order to be eligible for a pumping rebate, the contractor performing the pumping must be certified by the Snohomish County Health Department (SCHD) and a report must be entered into SCHD's OnlineRME database. Homeowners also must have taken the septic care workshop to be eligible.</p>	<p>a. Program eligibility requirements                      b. Process <del>330</del> 660 septic pumping rebates.</p>	<p>a. 30 days after contract execution                      b. Per task 2 progress reporting schedule                      Completed by contract end date</p>	<p>Reimbursement up to <del>\$176,260</del> 363,912 based on actual costs</p>
5.2	<p><b>SEPTIC INSPECTION REBATES</b>                      The Savvy Septic Program will award <del>300</del> 600 rebates for septic system inspections. Each inspection rebate will be for \$100. In order to be eligible for the inspection rebate, the contractor performing the inspection must complete a full system inspection and a written report with the status of various septic system components, including the tank, drain field, baffles, pump and other features. The inspection report must be provided to the homeowner and entered into SCHD's OnlineRME database. Homeowners also must have taken the septic care workshop to be eligible.</p>	<p>Process <del>300</del> 600 septic inspection rebates</p>	<p>Per task 2 progress reporting schedule                      c. Completed by contract end date</p>	
5.3	<p><b>SEPTIC RISER REBATES</b>                      The Savvy Septic Program will award <del>110</del> 220 rebates for installation of septic risers. Each riser rebate will be for \$50 and there is a maximum of two (2) riser rebates per household. Homeowners also must have taken the septic care workshop to be eligible.</p>	<p>Process <del>110</del> 220 septic riser rebates</p>	<p>Per task 2 progress reporting schedule                      Completed by contract end date</p>	
5.4	<p><b>MINOR SEPTIC REPAIR REBATES</b>                      The Savvy Septic Program will award <del>180</del> 360 rebates for minor septic repairs. Each minor repair rebate will be up to</p>	<p>Process <del>180</del> 360 minor septic repair rebates</p>	<p>Per task 2 progress reporting schedule</p>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>\$200. In order to be eligible for the minor repair rebate, the repair needs to be performed by a licensed septic contractor and the report needs to be entered into OnlineRME by the contractor. Homeowners also must have taken the septic care workshop to be eligible.</p>		<p>Completed by contract end date</p>	
<p><b>Task 6 Broader Impacts and Communication</b> The recipient will communicate project outcomes, lessons learned, and recommendations.</p>				
<p><b>6.1</b></p>	<p><b>Broader Impact Options</b> DOH will negotiate with subrecipient; this subtask should note work product, focus audience, method, purpose of communication.</p> <p>Example options:</p> <p>Offer a webinar on project outcomes, recommendations, and lessons learned for a relevant Puget Sound recovery community audience.</p> <p>Participate in and present project outcomes at a knowledge exchange event relevant to the project topic (conference, forum, stakeholder workshop).</p> <p>Example: Present at the Salish Sea Ecosystem Conference</p> <p>Develop a memo or other communication tool (webpage, storymap, etc.) that gives context for how the project fits into the long-term system-scale recovery planning efforts.</p> <p>Submit high-quality project photos or video clips of the project (process, progress, etc.). Ensure anyone in the photo or video has signed a release in case photos or videos are used for future publications.</p> <p>Climate change adaptation: Develop deliverables to prepare for and adjust to current and projected impacts of climate change.</p> <p>Tribal Treaty Rights: Develop deliverables to incorporate traditional ecological knowledge and enhances shellfish, salmon, and other harvest opportunities through habitat recovery. For more information, refer to the Northwest Indian Fisheries Commission’s Tribal Habitat Strategy. If you are not</p>	<p>Develop a memo or other communication tool (webpage, storymap, etc.) that gives context for how the project fits into the long-term system-scale recovery planning efforts.</p>	<p>Upon contract completion</p>	<p>Reimbursement up to <del>\$4,160</del>-8,320 based on actual costs</p>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>a tribal nation, consider contacting your local Tribe(s) for additional information.</p> <p>Environmental justice: Develop deliverables to address environmental justice, environmental health, and disproportional impacts and opportunities for influence and participation. Refer to the Washington Environmental Health Disparities Map, EPA's EJ Screen tool for geographically specific information, or other tools and research that may emerge.</p> <p>Diversity, Equity, and Inclusion: Develop deliverables to integrate principles and best practices into both the recovery work and the processes involved throughout the proposed workplan.</p>			
6.2	<p><del>Final Report and a project summary storymap (optional)</del>  <del>The subrecipient will complete a 1-2 page final report and may also complete a storymap if they choose. The final report will summarize methods, results, lessons learned, and recommendations for future work. DOH will provide a template for the final report.</del></p>	<p><del>a. Draft Final Report and a draft project summary StoryMap (optional)</del></p> <p><del>b. Final Report and final project summary StoryMap (optional)</del></p> <p><del>c. Map of locations of OSS replaced.</del></p> <p><del>d. Map of properties that received rebates.</del></p>	<p><del>a. 30 days prior to contract end</del></p> <p><del>b-d. Upon contract completion</del></p>	

Category	Amount
Personnel/Salaries	\$ <del>148,800</del> 275,000
Fringe Benefits	\$ <del>44,540</del> 82,500
Travel	\$0
Equipment (federal definition – anything over \$5,000)	\$0
Supplies	\$ <del>5,860</del> 7,100
<u>Contracts</u> (Name, amount, purpose for each; excludes subawards – see below) <b>NOTE: In this document “contractor” refers to the federal definition of a vendor/contractor</b>	\$0
Other - e.g., training and <u>subawards</u> (subawards include sub-recipient name, amount, and brief description for each)  OSS Installation and OSS rebate costs	\$ <del>225,700</del> 485,400
Total Direct Charges	\$0
Indirect Charges (federally approved rate) 10%	\$0
<b>TOTAL – Not to Exceed</b>	\$ <del>425,000</del> 850,000

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Special References (i.e., RCWs, WACs, etc.):**

WAC 246-272A, RCW 70.118A, Puget Sound Action Agenda

**Monitoring Visits (i.e., frequency, type, etc.):**

The DOH program contact may conduct at least one monitoring visit during the life of this project. The type, duration, and timing of visit will be determined and scheduled in cooperation with the subawardee.

**Special Instructions:**

Progress reports are due to DOH on the following dates: April 1 and October 1, annually and upon contract completion. Reports will be uploaded to subrecipients contract folder on the subrecipients Sharepoint page: [NEP Subrecipient Resources - Home \(sharepoint.com\)](#) Email [jill.stewart@doh.wa.gov](mailto:jill.stewart@doh.wa.gov) to confirm delivery. Minority and Women-Owned business Reporting is due to: [taylor.warren@doh.wa.gov](mailto:taylor.warren@doh.wa.gov) on the following dates: October 1, annually and upon contract completion.

All environmental data must be entered by the LHJ into EPA's Water Quality Exchange database (WQX) at <https://www.epa.gov/waterdata/water-quality-data-wqx>. The semi-annual report format and data reporting requirements will be provided by DOH and may be modified throughout the contract period via email announcement.

**EPA Terms and Administrative Conditions**

The following provisions are the pass-thru requirements of all U.S. EPA - DOH subawards funded under cooperative agreement PC-01J89801 and will apply to all work funded under this agreement.

**Administrative Conditions****National Administrative Terms and Conditions General Terms and Conditions**

The General Terms and Conditions of this agreement are updated in accordance with the link below. However, these updated conditions apply solely to the funds added with this amendment and any previously awarded funds not yet disbursed by the recipient as of the award date of this amendment. The General Terms and Conditions cited in the original award or prior funded amendments remain in effect for funds disbursed by the recipient prior to the award date of this amendment.

The subrecipient agrees to comply with the current EPA general terms and conditions available at:

[https://www.epa.gov/system/files/documents/2022-09/fy\\_2022\\_epa\\_general\\_terms\\_and\\_conditions\\_effective\\_october\\_1\\_2022\\_or\\_later.pdf](https://www.epa.gov/system/files/documents/2022-09/fy_2022_epa_general_terms_and_conditions_effective_october_1_2022_or_later.pdf)

These terms and conditions are binding for disbursements and are in addition to or modify the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

**Programmatic Conditions**

HABITAT, SHELLFISH, and STORMWATER Strategic Initiative Leads - (PC) Puget Sound Action Agenda: Technical Investigations and Implementation Assistance Program Programmatic Terms and Conditions: 6/2021

**A. Semi-Annual Performance Reports**

The subrecipient shall submit performance reports every six (6) months during the life of the project. Reports are due 30 calendar days after the end of each reporting period. Reports shall be submitted to the NEP Contract Manager and will be provided electronically.

In accordance with 2 CFR 200.328, as appropriate, the subrecipient agrees to submit performance reports that include brief information on each of the following areas:

1. A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period;
2. The reasons why established goals were not met, if appropriate;
3. Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

In addition to the semi-annual performance reports, the subrecipient shall immediately notify the NEP contract manager of developments that have a significant impact on the award-supported activities. As appropriate, the subrecipient agrees to inform the NEP contract manager as soon as problems, delays or adverse conditions become known which

will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.

The subrecipient will submit performance reports through EPA's Puget Sound Financial and Ecosystem Accounting Tracking System (FEATS). Reports are due 30 calendar days after the end of each reporting period. The reporting periods shall end March 31st and September 30th of each calendar year. Reports shall be submitted to the NEP contract manager on the FEATS form provided by the NEP administrative assistant and shall be uploaded to the NEP subrecipients Sharepoint page. The subrecipient agrees to submit performance reports that include brief information on each of the following areas:

1. A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period;
2. The reasons for slippages if established outputs/outcomes were not met;
3. Additional pertinent information, including when appropriate, analysis and information of cost overruns or high unit costs.

#### **B. Final Performance Report**

The subrecipient shall submit a final performance report through FEATS, which is due 60 calendar days after the expiration or termination of the award. The report shall be submitted to the NEP contract manager and must be provided electronically. The report shall generally contain the same information as in the periodic reports, but should cover the entire project period. After completion of the project, the NEP contract manager may waive the requirement for a final performance report if the NEP contract manager deems such a report is inappropriate or unnecessary.

#### **C. Program Income – Addition**

If program income is generated, the subrecipient is required to account for program income related to this project. Program income earned during the project period shall be retained by the subrecipient and shall be added to funds committed to the project by EPA and the subrecipient, and shall be used to further eligible project objectives.

#### **D. Information Collection Requirements**

NEP and the subrecipient agree to comply with the requirements of the Paperwork Reduction Act in completing the project. Because the scope of work includes a survey, a questionnaire or similar information-gathering activity, the Paperwork Reduction Act of 1995 (44 U.S.C. 3501 *et seq.*), requires NEP to obtain Office of Management and Budget (OMB) clearance prior to the subrecipient's collection of information by means of identical questions posed to 10 or more persons.

The subrecipient will provide to the NEP contract manager the following information: (1) description of the information to be collected; (2) explanation of the need for the information; and (3) to whom the survey is being directed.

#### **E. Recognition of EPA Funding**

Reports, documents, signage, videos, or other media, developed as part of projects funded by this assistance agreement shall contain the following statement:

“This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance agreement PC-01J89801 to the Washington State Department of Health. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.”

#### **F. Annual Conferences**

The subrecipient may attend one or more appropriate conferences each year, which may be within the Puget Sound region. The specific conferences will be determined in consultation with the NEP contract manager. The purpose of this requirement is to provide subrecipients with opportunities to learn about and benefit from other relevant initiatives and programs that relate to the funded work; to exchange information about their funded work with organizations that may benefit from their experience; and generally to raise awareness within the Puget Sound, Salish Sea, and large aquatic ecosystem protection and restoration communities of the funded work. Example of potentially relevant conferences include, but are not limited to, the biennial Salish Sea Ecosystem Conference; local or regional meetings of Tribal, professional, scientific, or other relevant associations. Specific conferences will depend on the nature of the work proposed. Subrecipient will be allowed to use award funds to pay for travel and lodging. Subrecipient should include anticipated costs for attending conferences in their proposed budget.

### **G. Peer Review**

The results of this project may affect management decisions relating to Puget Sound. Prior to finalizing any significant technical products, the Principal Investigator (PI) of this project must solicit advice, review and feedback from a technical review or advisory group consisting of relevant subject matter specialists. A record of comments and a brief description of how respective comments are addressed by the PI will be provided to the Project Monitor prior to releasing any final reports or products resulting from the funded study.

### **H. Competency of Organizations Generating and/or Using Environmental Measurement Data**

In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, subrecipient shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at <http://www.epa.gov/fem/lab> or a copy may also be requested by contacting the NEP contract manager for this award.

#### Federal Assistance Agreement Funds Up To \$200,000

Subrecipient agrees that if the total federal funding obligated on this award exceeds \$200,000 (resulting from subsequent amendments to this agreement) and will involve the use or generation of environmental data it will (unless it has otherwise done so) demonstrate competency prior to carrying out any activities involving the generation or use of environmental data under this agreement. Federal Assistance Agreement Funds Exceed or Expect to Exceed \$200,000

Subrecipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre- award demonstration of competency is not practicable. Subrecipient agrees to submit documentation and demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data.

### **I. WQX Requirement**

Subrecipients are required to institute standardized reporting requirements into their work plans and include such costs in their budgets. All water quality data generated in accordance with an EPA approved Quality Assurance Project Plan as a result of this assistance agreement, either directly or by subaward, will be required to be transmitted into the Water Quality Portal (WQP) using either WQX or WQX web. Water quality data appropriate for the Water Quality Portal (WQP) include physical, chemical, and biological sample results for water, sediment and fish tissue. The data include toxicity data, microbiological data, and the metrics and indices generated from biological and habitat data. The Water Quality Exchange (WQX) is the water data schema associated with the EPA, State and Tribal Exchange Network. Using the WQX schema partners map their database structure to the Water Quality Portal structure. WQX web is a web-based tool to convert data into the WQX format for smaller data generators that are not direct partners on the Exchange Network. More information about WQX, WQX web, and the Water Quality Portal, including tutorials, can be found at <https://www.epa.gov/waterdata/water-quality-data-wqx>

If activities submitted as match for this federal assistance agreement involve the generation of water quality data, the resulting information must be publicly accessible (in the Water Quality Portal or some other database). Subrecipients are encouraged to develop a cross walk between any non-WQX database utilized for the storage of water quality data associated with match activities and EPA's Water Quality Exchange (WQX).

### **J. Riparian Buffers**

Riparian buffer restoration projects in agricultural areas shall be consistent with the interim riparian buffer recommendations provided to EPA and the Natural Resource Conservation Service by National Marine Fisheries Service letters of January 30, 2013 (stamp received date - February 4, 2013) and April 9, 2013 (stamp received date - April 16, 2013), or the October 28, 2013 guidance.

Grantees shall confirm in writing projects' consistency with the recommendations referenced above. When developing project proposals, grantees also should consider the extent to which proposals include appropriate riparian buffers or otherwise address pollution sources on other water courses on the properties in the project area to support water quality and salmon recovery.

Deviations can only be obtained through an exception approved by EPA. In order for EPA to evaluate a request for an exception, the grantee must submit the scientific rationale demonstrating adequacy of buffers for supporting water quality and salmon recovery. The request must summarize tribal input on the scientific rationale or other relevant issues. The scientific rationale could be developed from sources such as site-specific assessment data, salmon recovery plans, Total Maximum Daily Loads (TMDLs) and the state

nonpoint plan. EPA will confer with the National Oceanic and Atmospheric Administration (NOAA) and the Washington Department of Ecology and provide the opportunity for affected tribes to consult with EPA before making a final decision on a deviation request.

NEP contact for riparian buffers: Lea Shields, [lea.shields@doh.wa.gov](mailto:lea.shields@doh.wa.gov).

**K. International Travel (Including Canada) – PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

All International Travel must be approved by the Office of International and Tribal Affairs (OITA) BEFORE travel occurs. Even a brief trip to a foreign country, for example to attend a conference, requires OITA approval. Please contact your NEP contract manager as soon as possible if travel is planned out of the country, including Canada and/or Mexico, so that they can obtain appropriate approvals from EPA Headquarters. If you have questions, please contact your NEP contract manager listed on the front page of the Award Document.

**L. Geospatial Data Standards**

All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at [www.fgdc.gov](http://www.fgdc.gov)

**M. Model Programmatic Subaward Reporting Requirement (GPI-16-01)**

The subrecipient must report on its subaward monitoring activities under 2 CFR 200.331(d).

Examples of items that must be reported if the pass-through entity has the information available are: Summaries of results of reviews of financial and programmatic reports. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance. Environmental results the subrecipient achieved. Summaries of audit findings and related pass-through entity management decisions.

Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.331(e), 2 CFR 200.207 and the 2 CFR Part 200.338 Remedies for Noncompliance.

**N. Lobbying and Litigation -- PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

**All Subrecipients.**

- a. The chief executive officer of this subrecipient agency shall ensure that no grant funds awarded under this assistance agreement are used to engage in lobbying of the Federal Government or in litigation against the U.S. unless authorized under existing law. The subrecipient shall abide by the Cost Principles available at 2 CFR 200 which generally prohibits the use of federal grant funds for litigation against the U.S. or for lobbying or other political activities.
- b. The subrecipient agrees to comply with Title 40 CFR Part 34, New Restrictions on Lobbying. The recipient shall include the language of this provision in award documents for all subawards exceeding \$100,000, and require that subrecipients submit certification and disclosure forms accordingly.
- c. In accordance with the Byrd Anti-Lobbying Amendment, any subrecipient who makes a prohibited expenditure under Title 40 CFR Part 34 or fails to file the required certification or lobbying forms shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure.
- d. Contracts awarded by a subrecipient shall contain, when applicable, the anti-lobbying provision as stipulated in the Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- e. Pursuant to Section 18 of the Lobbying Disclosure Act, the subrecipient affirms that it is not a nonprofit organization described in Section 501(c)(4) of the Internal Revenue Code of 1986; or that it is a nonprofit organization described in Section 501(c)(4) of the Code but does not and will not engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act. Nonprofit organizations exempt from taxation under section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities are ineligible for EPA subawards.



### **O. EPA's Substantial Involvement**

EPA will be substantially involved in this project by participating in the following activities: (1) Within the first nine months of the project, EPA reserves the right to negotiate work plan and budget; (2) monitor the project management and execution throughout the assistance agreement's project and budget period; (3) provide technical assistance and coordination as requested or needed by the subrecipient; and (4) review and approve technical deliverables, including 30-day preaward review of subaward agreements to ensure consistency with the collaborative intent of the National Estuary Program.

### **P. Quality Assurance Requirements (2 CFR 1500.11)**

As of February 17, 2023, any project, including work performed by Grantees, that involves the collection, production, evaluation, or use of environmental information requires an approved QAPP prior to the start of work.

Acceptable Quality Assurance documentation (QAPP) must be submitted to the DOH Contract Manager and NEP Quality Coordinator (NEP QC) within 30 days of the acceptance of this agreement or another date as negotiated with the DOH Contract Manager. No work involving direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology shall be initiated under this project until the DOH Contract Manager, in concert with the NEP Quality Coordinator, has approved the quality assurance document. Additional information on these requirements can be found at the EPA Office of Grants and Debarment website: <https://www.epa.gov/grants/implementation-quality-assurance-requirements-organizations-receiving-epa-financial>.  
Instructions to Submit Quality Assurance Documents for Review

DOH and the NEP QC will determine if a QAPP is required for this project. If a QAPP is required, subrecipients will work with DOH and NEP QC to develop and submit a QAPP for approval. The QAPP development and approval process is a multi-step process. More information about QAPPs can be found at <https://ecology.wa.gov/About-us/How-we-operate/Scientific-services/Quality-assurance/Quality-assurance-for-NEP-grantees>.

### **Q. ULO Stretch Goal:**

Subrecipients of EPA assistance agreements that include subawards in the approved workplan should manage their programs and subaward funding in ways that reduce the length of time that federal funds obligated and committed to subaward projects are "unspent" federal funds, not yet drawn down through disbursements to subaward recipients. EPA encourages the reduction of these unliquidated obligations (ULOs) by applying the following programmatic term and condition to the FY2021 Strategic Initiative Lead cooperative agreements with subaward projects. Assistance agreement subrecipients are to apply these "stretch" goals throughout the life of the assistance agreement and to confer with your NEP Contract Manager whenever instances arise that make attainment of these stretch goals unlikely.

Stretch Goal: A stretch goal for utilization of funds for each new strategic initiative lead grant with subawards is established. All funds should be spent by 2 1/2 years in order for incremental funding to be considered at levels otherwise available for the fourth year of the grant.

Funds Awarded July 2021 Should all Be Drawn Down by March 2024.

Funds Awarded in FY2022 (October 1, 2021-September 30, 2022) Should all Be Drawn Down by March 2025

Funds Awarded in FY2023 (October 1, 2022-September 30, 2023) Should all Be Drawn Down by March 2026

Funds Awarded in FY2024 (October 1, 2023-September 30, 2024) Should all Be Drawn Down by March 2027

Funds Awarded in FY2025 All Should Be Drawn down by award end date + 90 days.

### **R. Animal Subjects -- PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

Subrecipient agrees to comply with the Animal Welfare Act of 1966 (P.L. 89-544), as amended, 7 USC 2131-2156. Subrecipient also agrees to abide by the "U.S. Government Principles for the Utilization and Care of Vertebrate Animals used in Testing, Research, and Training." (Federal Register 50(97): 20864-20865. May 20,1985). The nine principles can be viewed at: <http://www.nal.usda.gov/awic/pubs/IACUC/vert.htm>.

### **S. Copyrighted Material and Data – PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

In accordance with 2 CFR 200.315, EPA has the right to reproduce, publish, use and authorize others to reproduce, publish and use copyrighted works or other data developed under this assistance agreement for Federal purposes.

Examples of a Federal purpose include but are not limited to: (1) Use by EPA and other Federal employees for official Government purposes; (2) Use by Federal contractors performing specific tasks for the Government; (3) Publication in EPA documents provided the document does not disclose trade secrets (e.g. software codes) and the work is properly attributed to the subrecipient through citation or otherwise; (4) Reproduction of documents for inclusion in Federal depositories; (5) Use by State, tribal and local governments that carry out delegated Federal environmental programs as “co-regulators” or act as official partners with EPA to carry out a national environmental program within their jurisdiction and; (6) Limited use by other grantees to carry out Federal grants provided the use is consistent with the terms of EPA’s authorization to the other grantee to use the copyrighted works or other data.

Under Item 6, the grantee acknowledges that EPA may authorize another grantee(s) to use the copyrighted works or other data developed under this grant as a result of:

1. The selection of another grantee by EPA to perform a project that will involve the use of the copyrighted works or other data or;
2. Termination or expiration of this agreement.

In addition, EPA may authorize another grantee to use copyrighted works or other data developed with Agency funds provided under this grant to perform another grant when such use promotes efficient and effective use of Federal grant funds.

**T. Light Refreshments and/or Meals PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

**APPLICABLE TO ALL AGREEMENTS EXCEPT STATE CONTINUING ENVIRONMENTAL PROGRAMS (AS DESCRIBED BELOW):**

Unless the event(s) and all of its components are described in the approved workplan, the subrecipient agrees to obtain prior approval from EPA for the use of grant funds for light refreshments and/or meals served at meetings, conferences, training workshops and outreach activities (events). The subrecipient must send requests for approval to the NEP Contract Manager and include:

1. An estimated budget and description for the light refreshments, meals, and/or beverages to be served at the event(s);
2. A description of the purpose, agenda, location, length and timing for the event; and,
3. An estimated number of participants in the event and a description of their roles.

Costs for light refreshments and meals for subrecipient staff meetings and similar day-to-day activities are not allowable under EPA assistance agreements.

Subrecipients may address questions about whether costs for light refreshments, and meals for events may be allowable to the subrecipient’s NEP Contract Manager; however, the Agency Award Official or Grant Management Officer will make final determinations on allowability.

Agency policy prohibits the use of EPA funds for receptions, banquets and similar activities that take place after normal business hours unless the subrecipient has provided a justification that has been expressly approved by EPA’s Award Official or Grants Management Officer.

EPA funding for meals, light refreshments, and space rental may not be used for any portion of an event where alcohol is served, purchased, or otherwise available as part of the event or meeting, even if EPA funds are not used to purchase the alcohol.

Note: U.S. General Services Administration regulations define light refreshments for morning, afternoon or evening breaks to include, but not be limited to, coffee, tea, milk, juice, soft drinks, donuts, bagels, fruit, pretzels, cookies, chips, or muffins. (41 CFR 301-74.7)

**FOR STATE CONTINUING ENVIRONMENTAL PROGRAM GRANT SUBRECIPIENTS EXCLUDING STATE UNIVERSITIES:**

If the state maintains systems capable of complying with federal grant regulations at 2 CFR 200.432 and 200.438, EPA has waived the prior approval requirements for the use of EPA funds for light refreshments and/or meals served at meetings, conferences, and training, as described above. The state may follow its own procedures without requesting prior approval from EPA. However, notwithstanding state policies, EPA funds may not be used for (1) evening receptions, or (2) other evening events (with the exception of working meetings). Examples of working meetings include those evening events in which small groups discuss technical subjects on the basis of a structured agenda or there are presentations being conducted by experts. EPA funds for meals, light refreshments, and space rental may not be used for any portion of an event (including evening working meetings) where alcohol is served, purchased, or otherwise available as part of the event or meeting, even if EPA funds are not used to purchase the alcohol.

By accepting this award, the state is certifying that it has systems in place (including internal controls) to comply with the requirements described above.

**U. State Grant Cybersecurity - PUGET SOUND PROGRAM WANTS TO HIGHLIGHT THIS DUPLICATE GENERAL TERM AND CONDITION.**

The subrecipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

1. EPA must ensure that any connections between the subrecipient's network or information system and EPA networks used by the subrecipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition. If the subrecipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the NEP Contract Manager and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.
2. The subrecipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The subrecipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the subrecipient under 2 CFR 200.331(d), by inquiring whether the subrecipient has contacted the NEP Contract Manager. Nothing in this condition requires the subrecipient to contact the NEP Contract Manager on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

**V. Pre-award Costs - (2 CFR 200.209 and 200.458; 2 CFR 1500.8)**

Pre-award costs have been approved in accordance with the subrecipient's application.

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** Office of Drinking Water Group A Program - Effective January 1, 2022.

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 5

<b>Funding Source</b> <input checked="" type="checkbox"/> Federal Contractor <input checked="" type="checkbox"/> State <input type="checkbox"/> Other	<b>Federal Compliance (check if applicable)</b> <input checked="" type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	<b>Type of Payment</b> <input type="checkbox"/> Reimbursement <input checked="" type="checkbox"/> Fixed Price
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**Period of Performance:** January 1, 2022 through December 31, 2024

**Statement of Work Purpose:** The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems

**Revision Purpose:** The purpose of this revision is to update funding provided for Sanitary Survey, Sanitary Survey State and Technical Assistance activity assigned 1/1/2024 through 12/31/2024.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
SANITARY SURVEY FEES SS-STATE	24112522	N/A	346.26.65	01/01/22	12/31/24	16,400	400	16,800
YR 24 SRF - LOCAL ASST (15%) (FO-NW) SS	24229224	N/A	346.26.64	01/01/22	12/31/22	5,200	0	5,200
YR 24 SRF - LOCAL ASST (15%) (FO-NW) TA	24229224	N/A	346.26.66	01/01/22	12/31/22	2,000	0	2,000
YR 25 SRF - LOCAL ASST (15%) SS	24119226	N/A	346.26.64	01/01/23	12/31/23	6,000	0	6,000
YR 25 SRF - LOCAL ASST (15%) TA	24119226	N/A	346.26.66	01/01/23	12/31/23	4,000	0	4,000
YR 26 SRF - LOCAL ASST (15%) SS	24119226	N/A	346.26.64	01/01/24	12/31/24	5,200	400	5,600
YR 26 SRF - LOCAL ASST (15%) TA	24119226	N/A	346.26.66	01/01/24	12/31/24	0	4,000	4,000
						0	0	0
<b>TOTALS</b>						<b>38,800</b>	<b>4,800</b>	<b>43,600</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Trained LHJ staff will conduct sanitary surveys of small community and non-community Group A water systems identified by the DOH Office of Drinking Water (ODW) Regional Office.  See Special Instructions for task activity.	Provide Final* Sanitary Survey Reports to ODW Regional Office. Complete Sanitary Survey Reports shall include: 1. Cover letter identifying significant deficiencies, significant findings, observations, recommendations, and referrals for further ODW follow-up. 2. Completed Small Water System checklist.	Final Sanitary Survey Reports must be received by the ODW Regional Office within <b>30 calendar days</b> of conducting the sanitary survey.	Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$400</b> for each sanitary survey of a non-community system with three or fewer connections.  Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid <b>\$800</b> for each sanitary survey of a non-community system with four or more connections and each community system.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems.	3. Updated Water Facilities Inventory (WFI). 4. Photos of water system with text identifying features 5. Any other supporting documents. *Final Reports reviewed and accepted by the ODW Regional Office.		Payment is inclusive of all associated costs such as travel, lodging, per diem. Payment is authorized upon receipt and acceptance of the Final Sanitary Survey Report within the 30-day deadline.  Late or incomplete reports may not be accepted for payment.
2	Trained LHJ staff will conduct Special Purpose Investigations (SPI) of small community and non-community Group A water systems identified by the ODW Regional Office.  See Special Instructions for task activity.	Provide completed SPI Report and any supporting documents and photos to ODW Regional Office.	Completed SPI Reports must be received by the ODW Regional Office within <b>2 working days</b> of the service request.	Upon acceptance of the completed SPI Report, the LHJ shall be paid <b>\$800</b> for each SPI.  Payment is inclusive of all associated costs such as travel, lodging, per diem.  Payment is authorized upon receipt and acceptance of completed SPI Report within the 2-working day deadline.  Late or incomplete reports may not be accepted for payment.
3	Trained LHJ staff will provide direct technical assistance (TA) to small community and non-community Group A water systems identified by the ODW Regional Office.  See Special Instructions for task activity.	Provide completed TA Report and any supporting documents and photos to ODW Regional Office.	Completed TA Report must be received by the ODW Regional Office within <b>30 calendar days</b> of providing technical assistance.	Upon acceptance of the completed TA Report, the LHJ shall be paid for each technical assistance activity as follows: <ul style="list-style-type: none"> <li>• Up to 3 hours of work: <b>\$250</b></li> <li>• 3-6 hours of work: <b>\$500</b></li> <li>• More than 6 hours of work: <b>\$750</b></li> </ul> Payment is inclusive of all associated costs such as consulting fee, travel, lodging, per diem.  Payment is authorized upon receipt and acceptance of completed TA Report within the 30-day deadline.  Late or incomplete reports may not be accepted for payment.
4	LHJ staff performing the activities under tasks 1, 2 and 3 attend periodic required survey training as directed by DOH.	For training attended in person, prior to attending the training, submit an "Authorization for Travel (Non-Employee)" DOH Form 710-013 to the	Annually	For training attended in person, LHJ shall be paid mileage, per diem, lodging, and registration costs as approved on the pre-authorization form in accordance with the

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	See Special Instructions for task activity.	ODW Program Contact for approval (to ensure enough funds are available).		current rates listed on the OFM Website <a href="http://www.ofm.wa.gov/resources/travel.asp">http://www.ofm.wa.gov/resources/travel.asp</a>

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

**Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

**Program Specific Requirements**

**Data Sharing**

The Office of Drinking Water will share water system information and files with the local health jurisdiction to support the work identified in this statement of work. To request water system data please contact the regional office with the name of the water system, water system ID#, specific information being requested and any timeline requirements. If allowable, please give administrative staff 3 to 5 business days to provide records.

**Program Manual, Handbook, Policy References:** Field Guide (DOH Publication 331-486).

**Special References:**

Chapter 246-290 WAC is the set of rules that regulate Group A water systems. By this statement of work, ODW contracts with the LHJ to conduct sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with groundwater sources. ODW retains responsibility for conducting sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with surface water sources, large water systems, and systems with complex treatment.

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work. See special instructions under Task 4, below.

**Special Billing Requirements**

The LHJ shall submit quarterly invoices within 30 days following the end of the quarter in which work was completed, noting on the invoice the quarter and year being billed for. Payment cannot exceed a maximum accumulative fee of ~~\$32,800~~ **\$33,600** for **Task 1**, and ~~\$6,000~~ **\$10,000** for **Task 2, Task 3 and Task 4** combined during the contracting period, to be paid at the rates specified in the Payment Method/Amount section above. When invoicing for sanitary surveys, bill half to BARS Revenue Code 346.26.64 and half to BARS Revenue Code 346.26.65.

When invoicing for **Task 1**, submit the list of WS Name, ID #, Amount Billed, Survey Date and Letter Date for which you are requesting payment.

When invoicing for **Task 2-3**, submit the list of WS Name, ID #, TA Date and description of TA work performed, and Amount Billed.

When invoicing for **Task 4**, submit receipts and the signed pre-authorization form for non-employee travel to the ODW Program Contact below and a signed A19-1A Invoice Voucher to DOH Grants Management, billing to BARS Revenue Code 346.26.66 under Technical Assistance (TA).

## Special Instructions

### Task 1

Trained LHJ staff will evaluate the water system for physical and operational deficiencies and prepare a Final Sanitary Survey Report which has been accepted by ODW. Detailed guidance is provided in the *Field Guide for Sanitary Surveys, Special Purpose Investigations and Technical Assistance* (Field Guide). The sanitary survey will include an evaluation of the following eight elements: source; treatment; distribution system; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; system management and operation; and certified operator compliance. If a system is more complex than anticipated or other significant issues arise, the LHJ may request ODW assistance.

- No more than **0** surveys of non-community systems with three or fewer connections be completed between January 1, 2022 and December 31, 2022.
- No more than **13** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2022 and December 31, 2022.
- No more than **0** surveys of non-community systems with three or fewer connections be completed between January 1, 2023 and December 31, 2023.
- No more than **15** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2023 and December 31, 2023.
- No more than **0** surveys of non-community systems with three or fewer connections be completed between January 1, 2024 and December 31, 2024.
- No more than **13-14** surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2024 and December 31, 2024.

The process for assignment of surveys to the LHJ, notification of the water system, and ODW follow-up with unresponsive water systems; and other roles and responsibilities of the LHJ are described in the Field Guide.

### Task 2

Trained LHJ staff will perform Special Purpose Investigations (SPIs) as assigned by ODW. SPIs are inspections to determine the cause of positive coliform samples or the cause of other emergency conditions. SPIs may also include sanitary surveys of newly discovered Group A water systems. Additional detail about conducting SPIs is described in the Field Guide. The ODW Regional Office must authorize in advance any SPI conducted by LHJ staff.

### Task 3

Trained LHJ staff will conduct Technical Assistance as assigned by ODW. Technical Assistance includes assisting water system personnel in completing work or verifying work has been addressed as required, requested, or advised by the ODW to meet applicable drinking water regulations. Examples of technical assistance activities are described in the Field Guide. The ODW Regional Office must authorize in advance any technical assistance provided by the LHJ to a water system.

### Task 4

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work.

If required trainings, workshops or meetings are not available, not scheduled, or if the LHJ staff person is unable to attend these activities prior to conducting assigned tasks, the LHJ staff person may, with ODW approval, substitute other training activities to be determined by ODW. Such substitute activities may include one-on-one training with ODW staff, co-surveys with ODW staff, or other activities as arranged and pre-approved by ODW. LHJ staff may not perform the activities under tasks 1, 2, and 3 without completing the training that has been arranged and approved by ODW.

**Exhibit A  
Statement of Work  
Contract Term: 2022-2024**

**DOH Program Name or Title:** Zoonotic Disease Program-WNV Mosquito Surveillance - Effective June 1, 2022

**Local Health Jurisdiction Name:** Snohomish County Health Department

**Contract Number:** CLH31027

**SOW Type:** Revision      **Revision # (for this SOW)** 2

<b>Funding Source</b>	<b>Federal Compliance (check if applicable)</b>	<b>Type of Payment</b>
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

**Period of Performance:** June 1, 2022 through July 31, 2024

**Statement of Work Purpose:** The purpose of this statement of work is for Snohomish Health District to conduct training, preparation and planning for weekly mosquito surveillance for West Nile virus (WNV) in Snohomish County during mosquito season. The detection of the virus in mosquito populations serves as an early warning of disease risk in the localized area. It alerts the local health department (LHJ) to strengthen educational outreach and mosquito control to minimize the health impact of mosquito-borne disease on communities. In addition, data generated by surveillance advances our understanding of the emergence and spread of vector mosquitoes and pathogens in western Washington.

**Revision Purpose:** Extend and increase funding allocation for FY23 Vector-borne T2&3 Epi ELC FPH, and extend the period of performance from September 30, 2023 to July 31, 2024. Also, add new tasks language and payment information for WNV surveillance activities.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
FFY21 Vector-borne T2&3 Epi ELC FPH	1882121B	93.323	333.93.32	06/01/22	07/31/22	1,500	0	1,500
FFY22 Vector-borne T2&3 Epi ELC FPH	1882122B	93.323	333.93.32	08/01/22	07/31/23	3,300	0	3,300
FFY23 Vector-borne T2&3 Epi ELC FPH	1882123B	93.323	333.93.32	08/01/23	07/31/24	1,200	4,500	5,700
						0	0	0
						0	0	0
						0	0	0
<b>TOTALS</b>						<b>6,000</b>	<b>4,500</b>	<b>10,500</b>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<i>Attend kick-off meetings and trainings</i>	<i>Send attendance sheet detailing who attended the meeting and contact details.</i>	<i>May 31, 2024</i>	<i>Payment for task will be reimbursed up to \$450 within the funding period described in the funding table above.</i>
2	<i>Identify or hire staff to conduct mosquito trapping and reporting, provide training</i>	<i>Send staffing sheet of planned new hires and current employees who will work on this project.</i>	<i>June 30, 2024</i>	<i>Payment for task will be reimbursed up to \$450 within the funding period described in the funding table above.</i>
3	<i>Select surveillance sites in collaboration with public health entomologist.</i>	<i>Provide site codes and GPS coordinates of selected sites to WA DOH.</i>	<i>June 30, 2024</i>	<i>Payment for task will be reimbursed up to \$450 within the funding period described in the funding table above.</i>



Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
4	<i>Draft surveillance plan including frequency of trapping, days shipments are planned, identify procurement source for dry ice, ensure plan for data reporting on WA DOH-provided reporting forms</i>	<i>Provide written surveillance plan including outlined elements to WA DOH.</i>	<i>June 30, 2024</i>	<i>Payment for task will be reimbursed up to \$450 within the funding period described in the funding table above.</i>
5	<i>LHJ to implement surveillance plan as written/agreed upon.</i>	<i>Provide email confirmation that surveillance is underway.</i>	<i>July 15, 2024</i>	<i>Payment for task will be reimbursed up to \$2,700 within the funding period described in the funding table above.</i>
4	<i>Conduct weekly mosquito trapping at two (2) site locations in Snohomish County. - Purchase of dry ice and CO2 canisters, as needed - Set and collect traps Record field data on DOH provided reporting forms, including zero catch information.</i>	<i>Submit two weekly collections of mosquitoes along with complete corresponding data on reporting forms for trapping events to DOH.  Should no mosquitoes be collected during a trapping event, the data reporting form documenting the effort is to be emailed to the DOH Program contact.</i>	<i>Weekly by Thursday during mosquito season, June through September</i>	<i>Payment for task will be reimbursed for actual expenses up to the maximum available within the funding periods described in the Funding Table above.  See below <b>Restrictions on Funds</b></i>

**DOH Program and Fiscal Contact Information** for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to [finance@doh.wa.gov](mailto:finance@doh.wa.gov).

#### **Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://USASpending.gov) by DOH as required by P.L. 109-282.

#### **Program Specific Requirements**

##### **Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):**

Billing outside this date range will be provided to DOH at no cost. The current project period is ~~June 1, 2023 – September 30, 2023~~ **May 1, 2024 – July 31, 2024**.

CDC Funding Regulations and Policies: <https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>

**Billing Requirements:** LHJ may bill monthly. Invoices must be received no more than 60 days after billing period.