



**TO:** SOUTHERN NEVADA DISTRICT BOARD OF HEALTH      **DATE:** January 27, 2022

**RE:** *Approval of the Interlocal Agreement to Grant a Sub-Award of the Clark County Fiscal Recovery Funds between Clark County, Nevada and the Southern Nevada Health District*

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**PETITION # 24-22**

**That the Southern Nevada District Board of Health** *approve the attached Interlocal Agreement between the Southern Nevada Health District and Clark County. the Board of County Commissioners of Clark County, Nevada, grants Subrecipient up to \$100,000 of Fiscal Recovery Funds (CFDA #21.027) for the Vaccine incentive program.*

**PETITIONERS:**

**Fermin Leguen, MD, MPH, District Health Officer** *FL*  
**Karen White, Chief Financial Officer** *KW*

**DISCUSSION:**

The County will provide \$100,000 in Fiscal Year 2021/2022 Fiscal Recovery Funds to the Health District, as a subrecipient, to assist with the operational costs for providing gift cards to incentivize community members to receive their COVID-19 vaccine, to motivate eligible community members to receive their COVID-19 vaccine series or complete their COVID-19 vaccine series.

**FUNDING:**

This agreement will provide funding from Clark County to the Health District for a vaccine incentive program. The Board of County Commissioners of Clark County, Nevada, will grant the Health District, as a subrecipient, up to \$100,000 of Fiscal Recovery Funds (CFDA #21.027) following execution of this Agreement. Section 9901 of ARPA amended Title VI of the Social Security Act (the “Act”) to add Section 602, which establishes the Coronavirus State Fiscal Recovery Funds, and Section 603, which establishes the Coronavirus Local Fiscal Recovery Funds (together, the “Fiscal Recovery Funds”), CFDA 21.027.

**AGREEMENT TO GRANT A SUB-AWARD OF THE CLARK COUNTY FISCAL RECOVERY FUNDS BETWEEN CLARK COUNTY, NEVADA AND THE SOUTHERN NEVADA HEALTH DISTRICT**

**THIS SUB-AWARD AGREEMENT** (“Agreement”) is entered into as of the date last signed by the parties below, by and between the SOUTHERN NEVADA HEALTH DISTRICT, a health district formed pursuant to NRS Chapter 439 and the COUNTY OF CLARK, a political subdivision of the State of Nevada.

**WHEREAS**, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law by President Joseph R. Biden;

**WHEREAS**, Section 9901 of ARPA amended Title VI of the Social Security Act (the “Act”) to add Section 602, which establishes the Coronavirus State Fiscal Recovery Funds, and Section 603, which establishes the Coronavirus Local Fiscal Recovery Funds (together, the “Fiscal Recovery Funds”), CFDA 21.027;

**WHEREAS**, the Fiscal Recovery Funds are intended to provide support to State, local, and Tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 on their communities, residents, and businesses;

**WHEREAS**, the Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery;

**WHEREAS**, Clark County will receive \$440 million in Fiscal Recovery Funds; awarded from the United States Department of Treasury on May 19, 2021;

**WHEREAS**, pursuant to the Interim Final Rule for the Fiscal Recovery Funds, State, local, and Tribal governments issued by the United States Department of Treasury have flexibility to determine how best to use payments from the Fiscal Recovery Funds to meet the needs of their communities and populations;

**WHEREAS**, on August 17, 2021, the Board of County Commissioners approved the allocation plan for the Fiscal Recovery Funds;

**WHEREAS**, at the direction of the Board of County Commissioners, Clark County submitted the 2021 Clark County Recovery Performance Report detailing the allocation plan for the Fiscal Recovery Funds;

**WHEREAS**, as part of Clark County’s allocation plan for the Fiscal Recovery Funds, Clark County opened a grant application for non-profit organizations and community stakeholders to request funding for programming to aid in the recovery from the negative health and economic impacts of COVID-19;

**WHEREAS**, the Southern Nevada Health District (the “Subrecipient”), possessing federal unique identifier (DUNS Number: 137055492), was created in 1962, following statutory authorization from the Nevada State Legislature to combine the county health department and the health departments of several surrounding cities;

**WHEREAS**, the Subrecipient’s powers and jurisdictions are delineated in NRS Chapter 439 and include, regulating sanitary practices in the interests of public health, promoting public health, and increasing the quality of health care services for minority groups and medically underserved populations;

**WHEREAS**, since early 2020, the Subrecipient has responded to the COVID-19 pandemic which has included, testing, combatting misinformation, issuing quarantine and isolation orders, and administering the federally approved COVID-19 vaccines;

**WHEREAS**, as of October 25, 2021, the Subrecipient is reporting that over 1.2 million vaccinations have been completed in Clark County;

**WHEREAS**, in order to encourage more community members to initiate or complete their COVID-19 vaccination, the Board of County Commissioners approved allocating funding to the Subrecipient to provide gift cards for incentivization at their October 5, 2021 meeting;

**WHEREAS**, the purpose for which the Fiscal Recovery Funds will be used by the Subrecipient will provide a substantial benefit to the inhabitants of the County and assist in the recovery from COVID-19;

**WHEREAS**, Subrecipient agrees to furnish such services upon the terms and conditions set forth herein; and

**WHEREAS**, the Board of County Commissioners hereby determines that the purpose for which the funds are expended will provide a substantial benefit to the inhabitants of Clark County and aid in the recovery from COVID-19.

**WHEREAS**, such distributions are to be administered by the Clark County Department of Finance:

**NOW, THEREFORE**, the Board of County Commissioners of Clark County, Nevada, grants Subrecipient up to \$100,000 of Fiscal Recovery Funds (CFDA #21.027) following execution of this Agreement subject to the following terms and conditions:

A. Scope of Services:

1. From the period of November 1, 2021 through June 30, 2022, hereinafter the “Program Period.” for the COVID-19 Vaccine Incentivization Program. Clark County will provide \$100,000.00 in Fiscal Recovery Funds to Subrecipient to assist with the operational costs for COVID-19 Vaccine Incentivization Program, as outlined in Exhibit “A,” “Fiscal Recovery Funds Budget and Budget Justification.”
2. Subrecipient will provide all services, including personnel and materials, to operate and manage the Program in accordance with Exhibit “B,” “Scope of Services,” attached hereto and incorporated herein as if fully set forth. Changes in “Scope of Services,” as described in Exhibit “B,” must receive prior written approval from the County.
3. Subrecipient will provide monthly reimbursement and financial reports to Clark County on a monthly basis during the Program Period. These reports will contain, but are not limited to, the information contained in Exhibit “C,” “Request for Reimbursement and Financial Report.”
4. Subrecipient will provide quarterly program outcomes and performance measurement reports to Clark County on at the close of each quarter during the Program Period. These reports will contain,

but are not limited to, the information contained in Exhibit “D,” “Program Outcomes and Performance Measures Quarterly Report to Clark County,” including any narrative report to delineate the benefit realized by the County for the Program support. Clark County reserves the right to request additional information to ensure that the Fiscal Recovery Funds are being used to achieve program outcomes and performance measures.

5. The Awarding Official for this grant is the Clark County Chief Financial Officer. The Clark County Program contact person is Janah Quito, Accountant II, Clark County Finance Department.

**B. General Conditions:**

1. Subrecipient will obtain any and all federal, state, and local permits and licenses required to operate the Program and will keep and maintain in effect at all times any and all licenses, permits, notices, and certifications with may be required by any ordinance of a political subdivision of the State of Nevada and/or statute of Nevada or federal government.
2. The County will require Subrecipient to be bound by all ordinances of a political subdivision of the State of Nevada and/or statute of Nevada or federal government. This includes compliance with requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 and the United States Department of Treasury’s (Treasury) Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds (Compliance Guidance), Department of the Treasury 31 CFR Part 35 Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule (Interim Final Rule), and any subsequent updates, including Treasury’s Frequently Asked Questions.
3. If the Subrecipient has not used the Fiscal Recovery Funds it has received to cover services or costs for the period ending on June 30, 2022, Subrecipient must notify the County by June 1, 2022, as any Fiscal Recovery Funds that are not capable of expenditure by June 30, 2022 must be returned to the County. The County will close-out the grant award when it determines that all applicable administrative actions and all required work of the grant have been completed by the Subrecipient.
4. The County shall have no relationship whatsoever with the services provided, except as otherwise specifically provided herein. To the extent, if at all, that any relationship to such services on the part of the County may be claimed or found to exist, Subrecipient shall be an independent contractor only. Nothing herein shall be construed to imply a joint venture, principal and agent, or employer and employee relationship between the County and the Subrecipient, and no party will have any right, power, or authority to create any obligation, express or implied, on behalf of the other. Each party shall be responsible for its own acts or omissions arising out of or related to this Agreement.
5. Subrecipient may not assign any functions required under this Agreement without the express written consent of the County. In the event that Subrecipient is allowed to assign some, or all of the functions required under this Agreement, Subrecipient will abide by all state and federal laws governing worker’s compensation benefits and employee taxes, as they may be applicable.
6. As follows:
  - a. If Subrecipient uses a vehicle in providing its services, Subrecipient shall carry or provide Comprehensive Automobile Liability Insurance covering bodily injury and property damage, with minimum coverage as follows:

- i. Bodily Injuries: \$1,000,000 each person;  
\$1,00,000 each occurrence;
    - ii. Property Damage: \$1,000,000 each person;  
\$1,000,000 each occurrence;
  - b. Subrecipient shall carry or provide Comprehensive Fire and Hazard Insurance covering the full replacement costs of the Program; and
  - c. Subrecipient shall furnish to the County a copy of each policy for the insurance coverages within ten (10) days after adoption of this Agreement and shall notify the County at least ten (10) days prior to the date on which any cancellation or material change of any such coverage is to become effective. The County shall be furnished a copy of each policy within 30 days of its implementation, renewal, or change thereto.
- 7. Subrecipient shall allow duly authorized representatives of the County or independent auditors contracted by the County, or any combination thereof, to conduct such reviews, audits, and on-site monitoring of the Program as the reviewing entity deems to be appropriate in order to determine:
  - a. Whether the objectives of the Program are being achieved;
  - b. Where the Program is being operated in efficient and effective manner;
  - c. Whether management control systems and internal procedures have been established to meet the objectives of the Program;
  - d. Whether the financial operations of the Program are being conducted properly;
  - e. Whether the periodic reports to the County contain accurate and reliable information;
  - f. Whether all of the activities of the Program are conducted in compliance with the provisions of state and federal laws and regulations and this Agreement;
  - g. Whether all activities associated with the Program are in compliance with the Interim Final Rule for the Fiscal Recovery Funds, the Compliance Guidance, and any subsequent guidance issued by Treasury.

Visitors by the County or independent auditors contracted by the County shall be announced to Subrecipient in advance of those visits and shall occur during normal operating hours. Such persons may request and, if such a request is made, shall be granted, access to all of the books, documents, papers, and records of Subrecipient which related to the Program. Such persons may interview Subrecipients of the services of the Program.

If any requirements are found not to be in compliance through monitoring, timely corrective action planning will be initiated by the County. The Subrecipient will be expected to comply with the corrective action plan in an effort to improve services and performance. This will reduce the likelihood of sanctions, which may include delays in reimbursements and discontinuation of the Fiscal Recovery Funds.

- 8. Neither party waives any right or defense to indemnification that may exist in law or equity.

9. Subrecipient will not use any Fiscal Recovery Funds or resources which are supplied by the County in litigation and will notify the County of any legal action which is filed by or against it.
10. To the extent permitted by law, Subrecipient shall not institute any action or suit at law or in equity against County, nor institute, prosecute, or any way aid in the institution or prosecution of any claim, demand, action, or cause of action for equitable relief, damage, loss, or injury either to person or property, or both, whether developed or undeveloped, resulting or to result, known or unknown, past, present, or future, arising out of, in any way, the terms of this Agreement.
11. Subrecipient agrees that if Subrecipient receives Fiscal Recovery Funds from any other local or state entity for the same Program that Subrecipient has received Clark County Fiscal Recovery Funds for, the Subrecipient will contact Clark County within five (5) business days. Subrecipient agrees that it may be required to return all or part of the Clark County Fiscal Recovery Funds if the total amount of Fiscal Recovery Funds from all local and/or state entities exceeds the Program's budget if Subrecipient does not intend to expand the Program. Furthermore, Subrecipient agrees that an amended Agreement and Agreement may need to be executed with Clark County.
12. No officer, agent, consultant, or employee of Subrecipient may seek or accept any gifts, service, favor, employment, engagement, remuneration, or economic opportunity which would tend improperly to influence a reasonable person in that position to depart from the faithful and impartial discharge of the duties of that position.
13. No officer, agent, consultant, or employee of Subrecipient may use his or her position to secure or grant any unwarranted privilege, preference, exemption, or advantage for himself or herself, any member of his or her household, any business entity in which he or she has a financial interest, or any other person.
14. No officer, agent, consultant, or employee of Subrecipient may participate as an agent of Subrecipient in the negotiation or execution of any contract between Subrecipient and any private business in which he or she has a financial interest.
15. No officer, agent, consultant, or employee of Subrecipient may suppress any report or other document because it might tend to affect unfavorably his or her private financial interests.
16. Subrecipient shall comply with Title VI of the Civil Rights Act of 1964, which prohibits Subrecipients of federal financial assistance from excluding from a Program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, national origin, disability, age, or sex (including sexual orientation and gender identity) (42 U.S.C. § 2000d et seq.), as implemented by Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any Program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this agreement.
17. No officer, agent, consultant, employee, or elected or appointed official of the County, or Subrecipient, shall have any interest, direct or indirect, financial, or otherwise, in any contract, subcontract, or agreement with respect thereto, or the proceeds thereof, either for himself or herself, or for those whom he or she has family or business ties, during his or her tenure, or for one year thereafter, for any of the work to be performed pursuant to the Program.

18. None of the personnel employed in the administration of the Program shall be in any way or to any extent engaged in the conduct of political activities prohibited by Chapter 15 of Title 5, U.S. Code, as applicable.
19. None of the Fiscal Recovery Funds to be paid under this Agreement shall be used for any partisan political activity, or to support or defeat legislation pending before Congress.
20. If Subrecipient engages in inherently religious activities, such as worship, religious instruction, or proselytization, then as a Subrecipient of County Funds, and in connection with public services offered through the Program, Subrecipient must adhere to the following stipulations:
  - a. Subrecipient must not engage in inherently religious activities, such as worship, religious instruction, or proselytization, as part of the programs or services funded by this Agreement;
  - b. If a Subrecipient conducts such activities, the activities must be offered separately, in time or location, from the programs or services funded in this Agreement, and participation must be voluntary for the beneficiaries of the County-funded programs or services;
  - c. Subrecipient shall not, in providing program assistance, discriminate against a program beneficiary or prospective program beneficiary based on religion or religious belief; and
  - d. Subrecipient shall post a notice, in an area easily accessible and conspicuous to proposed client population, announcing that participation in religious worship, religious instruction, or proselytization is voluntary and not required to receive services. Such a notice may welcome participants to participate in any worship services, religious instruction, or proselytization activities by announcing the dates, times, and locations of such activities, but shall explicitly state that such participation is purely voluntary.

C. Financial Management:

1. Subrecipient agrees to provide evidence of financial accountability. Subrecipient agrees to review the Uniform Guidance requirements applicable to the use of the Fiscal Recovery Funds. Subrecipient is required to consider how and whether certain aspects of the Uniform Guidance apply in consultation with the County.
2. Pursuant to 2 CFR 200.303, the Subrecipient must develop and implement effective internal controls to ensure that funding decisions under the Fiscal Recovery Funds constitute eligible uses of funds, and document determinations. Upon request, the Subrecipient will provide the implemented internal controls to the County.
3. Subrecipient shall submit to the County a copy of Subrecipient's most recent single audit per 2 CFR Part 200 or a letter stating that it expended less than \$750,000 of Federal funds during that reporting period. If Subrecipient submits a letter stating it expended less than \$750,000 in Federal funds, Subrecipient shall provide a recent financial statement certified by an appropriate officer or employee of the Subrecipient. Financial accountability submissions shall be provided to Janah Quito, Accountant II, Clark County Finance Department, 500 S. Grand Central Parkway, Las Vegas, Nevada 89155. This information shall be provided annually within 270 days of the previous annual reporting period.

4. Subrecipient certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to the regulations implemented by 2 CFR Part 200, Subpart 200.213 Debarment and Suspension and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from Federal funds.
5. Subrecipient shall record all costs of the Program by budget line items which shall be supported by adequate source documentation, including payroll ledgers, time records, invoices, contracts, vouchers, orders, and other accounting documents evidencing in proper detail the nature and propriety of all costs. At any time during normal business hours, Subrecipient's financial transactions with respect to the Program may be audited by the County or independent auditors contracted by the County, or any combination thereof. The representatives of the auditing agency or agencies shall have access to all books, documents, accounts, records, reports, files, papers, things, property, Subrecipients of program services, and other persons pertaining to such financial transactions and necessary to facilitate the audit.
6. Copies, excerpts, or transcripts of all of the books, documents, papers, and records, including invoices, payroll registers, time records, invoices, contracts, and accounting documents concerning matters that are reasonable related to the Program will be provided upon request to the County.
7. The County will reimburse Subrecipient on a monthly basis for all eligible costs of the Program up to the total award. To obtain reimbursement, Subrecipient must submit the request utilizing the County provided Request for Reimbursement and Financial Report (Exhibit "C") form within 30 days after month end. The Request for Reimbursement and Financial Report (Exhibit "C") must be supported by accounting documentation, including but not limited to detail general ledgers, payroll registers, time records, invoices, and contracts. Expenditures will be reviewed for consistency with the approved Fiscal Recovery Funds budget and budget justification as outlined in Exhibit "A" and the Scope of Services outlined in Exhibit "B." Any expenditures incurred outside the approved Fiscal Recovery Funds budget and budget justification and/or Scope of Services or that are not supported by appropriate documentation will be denied.
8. Expenditures eligible for reimbursement from the Fiscal Recovery Funds are delineated in Exhibit "A." Subrecipient shall not make any changes in the line item expenditures in Exhibit "A" without prior written approval of the County.
9. Expenditures submitted for reimbursement by Subrecipient to the County from the Fiscal Recovery Funds will be accounted for in a ledger separate from all other revenue sources. The Subrecipient may attach supporting documentation to the Request for Reimbursement and Financial Report (Exhibit "C").
10. If the County finds that the total amount of the Fiscal Recovery Funds allocated for the Program are not expended in the time and manner prescribed in this Agreement, the County reserves the right to require to return any Fiscal Recovery Funds not expended or used in a manner consistent with Section 601 (d) of the Social Security Act and other criteria outlined by Treasury. The County reserves the right to extract that portion for other projects and programs under the County's jurisdiction for expenditure prior to December 31, 2026, or for the purposes of returning funding to Treasury as outlined in any guidance.



11. Upon the expiration or revocation of this Agreement, Subrecipient shall transfer to the County any Fiscal Recovery Funds on hand at the time of expiration or revocation, and any accounts receivable attributed to the use of the Fiscal Recovery Funds.
12. No cash reimbursement for purchases of any kind is allowable.

D. Recordkeeping and Confidentiality Requirements:

1. Pursuant to the Compliance Guidance published by Treasury, the Subrecipient must maintain records and financial documents for five (5) years after all Fiscal Recovery Funds have been expended or returned to Treasury. Subrecipient acknowledges that the Compliance Guidance published by Treasury may change and understands that any changes must be complied with. The County will notify the Subrecipient of any changes to the Compliance Guidance by Treasury.
2. Subrecipient shall maintain reasonable security measures to protect records containing personal information from unauthorized access, acquisition, destruction, use, modification, or disclosure pursuant to NRS Chapter 603A to ensure against a breach of security of personal information of clients, staff, or other individuals. Subrecipient shall have established written policies and procedures that align with NRS Chapter 603A and shall follow such procedures. Upon request, Subrecipient shall make available to Clark County staff such written policies and procedures and will be monitored for compliance.
3. Victim Service Providers providing services to victims of domestic violence shall not disclose personally identifying information, including: 1) first or last name; 2) home or other physical address; 3) contact information (e.g., email address, telephone number); 4) a Social Security number; or 5) any other information, including date of birth, racial or ethnic background, or religious affiliation that may, in any combination with other non-personally identifying information, serve to identify any individual.
4. To the extent the Subrecipient is considered a covered entity under the Health Insurance Portability and Accountability Act (HIPAA), Subrecipient shall comply with all provisions of HIPAA including, but not limited to, provisions addressing privacy, security, and confidentiality. Upon request, Subrecipient shall make available to Clark County staff such written policies and procedures and will be monitored for compliance.

E. Expiration, Modification, or Revocation of Agreement:

1. This Agreement will commence upon its approval and signature by all parties and shall be completed by June 30, 2022.
2. The parties hereto will be required to amend or otherwise revise this Agreement should such modification be required by any applicable state or federal statutes or regulations, including but not limited to any future updates to the Guidance.
3. Subrecipient may not assign or delegate any of its rights, interests, or duties under this Agreement without written approval from the County. Any such assignment or delegation made without the required consent shall be void and may, at the option of the County, result in the forfeiture of all financial support provided herein.
4. If Subrecipient fails to fulfill in a timely and proper manner its obligations under this Agreement, or if Subrecipient violates any of the conditions or limitations of this Agreement, the County may

suspend or revoke this Agreement, and may terminate its participation in the Program at any time for convenience.

5. Notices for modifications or revocations shall be directed to as follows:

TO COUNTY: Janah Quito, Accountant II  
Clark County Finance Department  
500 S. Grand Central Parkway  
Las Vegas, Nevada 89155

TO SUBRECIPIENT: Southern Nevada Health District  
Contract Administrator, Legal Department  
280 S. Decatur Blvd.  
Las Vegas, NV 89107

**IN WITNESS WHEREOF**, this Agreement has been executed and approved and is effective and operative when signed by both parties.

ENTERED INTO this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CLARK COUNTY

SOUTHERN NEVADA HEALTH DISTRICT

By: \_\_\_\_\_  
Jessica Colvin, Chief Financial Officer

By: \_\_\_\_\_  
Fermin Leguen, MD, MPH  
District Health Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

**This Agreement is approved as to form.  
For Board of Health ratification,  
January 2022.**

By: \_\_\_\_\_  
Lisa Logsdon, Deputy District Attorney

By: \_\_\_\_\_  
Heather Anderson-Fintak  
General Counsel  
Southern Nevada Health District

**EXHIBIT "A"**  
**COVID-19 VACCINE INCENTIVIZATION PROGRAM**

**Proposed Fiscal Recovery Funds Budget & Budget Justification**

Agency Name: Southern Nevada Health District  
 Project Name: COVID-19 Vaccine Incentivization Program

**PROPOSED PROGRAM BUDGET**

Category	Fiscal Recovery Funds	Other Sources	Total
<b>Direct Administrative Cost</b>			
<b>Personnel</b>			
Salaries & Fringe related to Administration of Project % charged to grant	\$	\$	\$ -
<b>Non-Personnel</b>			
Professional Services contracted (audit, bookkeeping, etc.)	\$	\$	\$ -
Rent /Insurance of facility	\$	\$	\$ -
Computer related (software, hardware, internet, etc.)	\$	\$	\$ -
Utilities (Power, Gas, Telephone, etc.)	\$	\$	\$ -
Maintenance Supplies	\$	\$	\$ -
Office Supplies & Postage	\$	\$	\$ -
Local Travel	\$	\$	\$ -
Staff Development	\$	\$	\$ -
Liability Insurance/Fidelity Bond*	\$	\$	\$ -
Indirect Cost Rate or 10% De minimus allowable <sup>1</sup>	\$	\$	\$ -
<b>Total Direct Administrative Cost</b>	\$ -	\$ -	\$ -
<b>Direct Goods &amp; Services (Do not include personnel cost)</b>			
	\$	\$	\$ -
	\$	\$	\$ -
	\$	\$	\$ -
	\$	\$	\$ -
<b>Total Direct Goods &amp; Services</b>	\$ -	\$ -	\$ -
<b>Capital Investments</b>			
Furniture/Fixtures and Equipment	\$	\$	\$ -
	\$	\$	\$ -
	\$	\$	\$ -
	\$	\$	\$ -
	\$	\$	\$ -
<b>Total Capital Investment</b>	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COST:</b>	\$ -	\$ -	\$ -

\*Liability Insurance and Fidelity Bonding is required of all recipients and may be paid from grant funds

<sup>1</sup>2 CFR 200 Indirect Costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.

**BUDGET JUSTIFICATION AND BREAKDOWN (located under Budget Tab in ZoomGrants)**

Please justify your budget request for Direct Administrative Cost - Personnel and Non-Personnel. As defined in 2 CFR 200, Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

Please indicate below the total number of staff positions (include titles) that are included under the (Fiscal Recovery Funds) request for "Salaries and Fringe" portions of the Proposed Project Budget.

Personnel Cost	Amount of Salaries Requested from Fiscal Recovery Fund:	% of Agency's Annual Budget
Position and Full Time Employee or Part Time Employee		
<i>Example: Eligibility Specialist (FTE)</i>	\$1,800	3% (if annual salary is \$60,000)
<b>Total Personnel Cost</b>		

Non-Personnel Cost	Rate/Methodology	Cost
<i>Example: General Office Supplies</i>	<i>\$50/mo. x 12 months</i>	<i>\$600</i>
<i>Example: Phone</i>	<i>Phone lines for program/Total phone lines * phone bill</i>	<i>\$1,200</i>
<i>Example: Rent</i>	<i>Sq ft. used by program/Total square ft. * rent</i>	<i>\$5,000</i>
<b>Total Non-Personnel Cost</b>		

**TOTAL AMOUNT ALLOCATED FOR EVIDENCE-BASED PROGRAM**

Name	Service	Rate	Other	Cost
<i>Example: Sarah Smith</i>	<i>Early Childhood Home Visiting</i>	<i>\$25.00/hr x 20hrs/month x 12months</i>		<i>\$6,000</i>
<i>Example: Sarah Smith</i>	<i>Travel Expenses</i>	<i>148 miles/month at .38/mile x 12 months</i>		<i>\$675</i>
<b>Total Cost</b>				

**EXHIBIT “B”**  
**COVID-19 VACCINE INCENTIVIZATION PROGRAM**  
**SCOPE OF SERVICES**

- A. The County will provide \$100,000 in Fiscal Year 2021/2022 Fiscal Recovery Funds to Subrecipient to assist with the operational costs for providing gift cards to incentivize community members to receive their COVID-19 vaccine (the “Program”).
- B. Specifically, the objectives of the Program through June 30, 2022 will be to:
  - 1. Motivate eligible community members to receive their COVID-19 vaccine series or complete their COVID-19 vaccine series;
  - 2. Serve as a reminder for eligible community members to attend their COVID-19 vaccine appointment;
  - 3. Encourage minority groups and medically underserved populations to receive their COVID-19 vaccine series or complete their COVID-19 vaccine series; and
  - 4. Combat misinformation related to the COVID-19 vaccine.
- C. No individual gift cards will exceed \$100.00.
- D. Subrecipient will utilize a third party to issue electronic and/or physical gift cards after vaccination administration has been validated by the Subrecipient, Subrecipient will not have physical custody of gift cards.



**Exhibit “D”**

**Public Health:**  
**Program Outcomes and Performance Measures**  
**Quarterly Report to Clark County**

This form is due within 10 days of the close of each quarter. You may submit the form to Janah Quito, Accountant II, Clark County Finance Department. Email: [Janah.Quito@ClarkCountyNV.gov](mailto:Janah.Quito@ClarkCountyNV.gov).

For any questions related to this form, please email [CCFiscalRecoveryFunds@ClarkCountyNV.gov](mailto:CCFiscalRecoveryFunds@ClarkCountyNV.gov).

**Quarter/Year:** \_\_\_\_\_

**Agency:** Southern Nevada Health District

**DUNS Number:** 137055492

**Agency Address:** 280 South Decatur Boulevard, Las Vegas, Nevada 89107

**Project Name:** COVID-19 Vaccine Incentivization Program

**Identification Number:** \_\_\_\_\_  
*(Provided by Clark County)*

**Project Expenditure Category (E.C.):** 1.1  
*(Please enter the E.C. number provided by Clark County.)*

**Status of Completion:** \_\_\_\_\_  
*(Not Started, Completed Less than 50%, Completed 50% or More, or Completed)*

**Primary Location of Project:** \_\_\_\_\_

**Required Reporting of Performance Indicators:**

The following are required performance indicators per the United States Department of Treasury (Treasury) if they are applicable to your project. To the extent possible, provide data disaggregated by race, ethnicity, gender, income, and other relevant factors. If necessary to provide the data disaggregated, please attach an additional sheet of paper.

If necessary to allow Clark County and Treasury to interpret the results and understand any changes in performance indicators over time, you may attach a brief narrative.

<b>Required Performance Indicators per Treasury</b>		<b>Quarter:</b>	<b>Calendar Year-To-Date</b>	<b>Program To-Date</b>
Payroll for Public Health and Safety Employees (E.C. 1.9)	Number of government FTEs responding to COVID-19 supported under this authority			



**Additional Performance Indicators**

Please complete the table below to detail both the output and outcome measures that you have identified for your project. To the extent possible, provide data disaggregated by race, ethnicity, gender, income, and other relevant factors. If necessary to provide the data disaggregated, please attach an additional sheet of paper.

If necessary to allow Clark County and Treasury to interpret the results and understand any changes in performance indicators over time, you may attach a brief narrative.

<b>Outcomes</b>		<b>Quarter:</b>	<b>Calendar Year-To-Date</b>	<b>Program To-Date</b>
COVID-19 Vaccinations	Total Number of COVID-19 Vaccinations Initiated			
	Total Number of COVID-19 Vaccinations Completed			
	Total Number of \$100 Gift Cards Issued			

**Projective Narrative**

1. In 50-250 words, provide a description of the project in sufficient detail to provide understanding of the major activities that occurred over the past quarter. Please detail the upcoming major activities.
2. Please list the areas where your services are being provided. Please provide a breakdown of zip codes where services are being provided, if available.
3. Provide a brief description of the structure and objectives of assistance program(s).
4. Provide an update on the timeline related to your program.
5. Promoting Equitable Outcomes: Your organization is required to report and describe efforts to date and intended outcomes to promote equity.<sup>1</sup> Each update should include qualitative and quantitative data.
  - a. Describe any strategies employed to maximize programmatic impact and effective, efficient, and equitable outcomes. Describe how programs were designed with equity in mind. Describe any strategies used to prioritize economic and racial equity.
  - b. Are there particular historically underserved, marginalized, or adversely affected groups that you are serving?
  - c. How equal and practical is the ability for residents or businesses to become aware of the services being provided?
  - d. Are there differences in levels of access to benefits and services across groups? Are there administrative requirements that result in disparities in ability to complete applications or meet eligibility criteria?

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<sup>1</sup> For the purposes of the Fiscal Recovery Funds, “equity” is defined in the [Executive Order 13985 On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government](#), as issued on January 20, 2021.

- e. Are intended outcomes focused on closing gaps, reaching universal levels of service, or disaggregating progress by race, ethnicity, or other equity dimensions where relevant for the policy objective?
  - f. Describe any constraints or challenges that impacted project success in terms of increasing equity.
6. What challenges has your organization encountered? How are you addressing them?
  7. Provide an overview of the outreach that was done in the community to provide an awareness about the services being provided.
  8. Describe any collaborations built among and between agencies and persons serving this population.
  9. If your organization has received other federal recovery funds and are using such funds to assist with the implementation of programs and services, please detail how the other federal recovery funds are being used. In your response, please detail how the use of all federal recovery funds assist with overall approach for the pandemic recovery.

Public Health (E.C. 1): Describe how funds are being used to respond to COVID-19 and the broader health impacts of COVID-19 and the COVID-19 public health emergency.

10. Evidence-Based Projects: Evidence-based uses are: 1) Evidence-based community violence intervention programs to prevent violence and mitigate the increase of violence during the pandemic; 2) Evidence-based educational services and practices to address the academic needs of students, including tutoring, summer, afterschool, and other extended learning and enrichment programs; and 3) Evidence-based practices to address the social, emotional, and mental health needs of students.
  - a. If your program is an evidence-based program, provide an update on the goals of the evidence-based project.
  - b. Detail the type of evidence that you are using to implement programs and services. Please include the citations of the evidence that you are using as an attachment to this reporting document.
  - c. Identify the dollar amount of total project spending that is allocated towards evidence-based interventions for each project in the Public Health (E.C. 1) Expenditure Category.<sup>2</sup>
  - d. If your evidence-based program has produced results, please report the results below. You may attach supporting documentation.

11. Program Evaluations:

- a. If you are conducting a program evaluation, please describe the program evaluation. In your response, please include whether it is randomized or quasi-experimental design; the key

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<sup>2</sup> Of note, recipients are only required to report the amount of the total funds that are allocated to evidence-based interventions in the areas of Public Health, Negative Economic Impacts, and Services to Disproportionately Impacted Communities that are marked by an asterisk in Appendix 1: Expenditure Categories of [Treasury's Compliance and Reporting Guidance](#).

research questions being evaluated; whether the study has sufficient statistical power to disaggregate outcomes by demographics; and the timeframe for the completion of the evaluation.

- b. Please include the link to the completed evaluation, if relevant.

12. Project Inventory:

- a. For each project, list the name and provide a description that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes. Please include a link to the website of the project if available.

- i. **Project [Identification Number]:** [Project Name]  
*(Identification Number provided by Clark County.)*

- ii. **Funding Amount:** \$100,000.00

- iii. **Project E.C.:** 1.1, COVID-19 Vaccination  
*(E.C.. provided by Clark County.)*

**Table of Expenses by Expenditure Category**

List the amount of funds used in each E.C. The table should include cumulative expenses to date within each category, and the additional amount spent within each category since the last annual Recovery Plan.

<b>Expenditure Category</b>		<b>Cumulative Expenditures to Date (\$)</b>	<b>Amount Spent Since Last Quarterly Report</b>
<b>1</b>	<b>Expenditure Category: Public Health</b>		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that Respond to the COVID-19 Public Health Emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		