

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 02/14)

TO: Area Agencies on Aging Directors		NO.: PM 15-06 (P)
SUBJECT: SNAP-Ed SNAP-Ed Contract Amendment #1 State Fiscal Year 2014-15		DATE ISSUED: April 28, 2015
		EXPIRES: September 30, 2015
REFERENCES:		SUPERSEDES: PM 14-12(P)
PROGRAMS AFFECTED:	<input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E <input type="checkbox"/> Title VII <input type="checkbox"/> Title V <input type="checkbox"/> HICAP <input checked="" type="checkbox"/> Other: SNAP-Ed	

Purpose

The purpose of this Program Memo is to advise participating Area Agencies on Aging (AAA) that the contract period for the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) for Fiscal Year (FY) 2014-15 is being extended to September 30, 2015. This changes the contract period from July 1, 2014 - June 30, 2015 to July 1, 2014 - September 30, 2015. The extension gives participating AAAs additional time to expend SNAP-Ed funding and aligns the budget and reporting process with the Federal Fiscal Year (FFY).

Contract Amendment Due Date

All SNAP-Ed contract amendments must be **fully executed** by June 30, 2015. CDA's internal approval process requires two weeks for contract amendments; therefore, your AAA SNAP-Ed contract amendment package must be returned to CDA no later than **June 15, 2015**.

Budget Revision

This contract amendment is a one-time extension and does not change the FY 2014-15 funding allocation. Consequently, budget revisions are not required.

Reporting Due Dates

The due dates for fund requests and expenditure reporting specified in Exhibit B remain unchanged, unless otherwise instructed by CDA.

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**Closeout
Submission**

The SNAP-Ed grant requires one final closeout report.

- The FFY expenditure report is final and due no later than October 30, 2015.
- Your year to date expenditures through June 2015 will be used by CDA to closeout the SFY period.
- CDA will send further closeout instructions at a later date.

Inquires

If you have any questions, please contact your CDA SNAP-Ed Fiscal Analyst at:
SNAP-Ed.Fiscal@aging.ca.gov


Lora Connolly
Director