

COB - BOSAIR FORM

05/06/2026 9:08 AM (MST)

Submitted by Maria.Loya2@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number:

Amplifund Grant Record Number: 109687GT

Award Type: Grant

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 05/26/2026

Supplier / Customer / Grantor / Subrecipient: National Environmental Health Association-U.S. Food and Drug Administration

Project Title / Description: NEHA-FDA Retail Flexible Funding Model Grant Program - Strategic RPS Mentorship and Collaboration

Purpose:

The Consumer Health & Food Safety (CHFS) Division is honored to once again be selected to serve as a mentor, reflecting its ongoing commitment to supporting and strengthening food safety programs.

Building on its prior mentorship experience in 2024, CHFS will provide consultative support to assist ADHS in advancing within the Voluntary National Retail Food Regulatory Program Standards. These standards establish a framework for what constitutes a highly effective and responsive retail food regulatory program, with the overarching goal of reducing foodborne illness.

Since 2020, CHFS has made significant progress in the Retail Program Standards, developing substantial knowledge and expertise in this area. As state partners, CHFS maintains close, ongoing collaboration with ADHS through routine program activities. Ultimately, this collaboration enhances both programs by reinforcing strong interagency partnerships and promoting continuous improvement in retail food safety efforts. Work will focus on mentoring the Arizona Department of Health Services (ADHS) Food Safety Program in advancing within the Voluntary National Retail Food Regulatory Program Standards. Efforts will center on supporting ADHS in achieving continuous program improvement, with targeted guidance in Standard 2—Trained Regulatory Staff and Standard 5—Foodborne Illness and Food Defense Preparedness and Response.

Procurement Method: Grant: Not applicable

Procurement Method Additional Info: This grant was reviewed by PCAO but their signature is not required.

Program Goals/Predicted CHFS's successful mentorship experience in 2024, during which it supported three

Outcomes: jurisdictions, encouraged CHFS to reapply as a mentor. This mentorship partnership with ADHS will further strengthen our collaborative relationship as ongoing state partners while also supporting CHFS's professional and leadership development and contributing to meaningful program improvements.

Through a deeper understanding of each jurisdiction's processes, CHFS is able to identify opportunities for enhancement and translate those insights into program improvements. These include updates to existing policies and processes, the development of new procedures, and continuous refinements informed by networking and the exchange of best practices with other jurisdictions.

Public Benefit and Impact: CHFS participation in this mentorship benefits the public by strengthening state partner food safety programs. By helping build more robust and consistent regulatory systems, CHFS contributes to improved oversight of retail food safety. These stronger partner programs support more uniform standards and better compliance among CHFS permit holders and across the broader community, ultimately enhancing food safety and public health protection.

Strategic Plan Pillar • Quality of Life

Support of Prosperity Initiative: • 2. Improve Quality of Life and Opportunity in High Poverty Areas

Provide information that explains how this activity supports the selected Prosperity Initiatives These stronger partner programs support more uniform standards and better compliance among CHFS permit holders and across the broader community, ultimately enhancing food safety and public health protection in communities in need.

Metrics Available to Measure Performance: The Voluntary National Retail Food Regulatory Program Standards have clear metrics set for each standard that should be met incrementally throughout the grant cycle. CHFS will measure performance by how many metrics within each standard ADHS is able to advance and build upon.

Retroactive: YES

Retroactive Description: This award was received in April 2026. The 5/26/2026 BOS meeting is the first opportunity for board approval despite the grant period beginning on 5/4/2026.

Grant / Amendment Information (for grants acceptance and awards)

Record Number:

Euna Grant Record Number: 109687GT

Type: Award

Department Code: HD

Euna Grant Record Number: 109687GT

Amendment Number: 0

Commencement Date: 05/04/2026

Termination Date: 03/31/2027

Advantage Initial GTAW# (If Applicable): 0

Total Revenue Amount:

\$12,000.00

Total Match Amount

\$0.00

Advantage Grant ID # (If Applicable): 0

All Funding Source(s) required: 100% Federal from U.S. Department of Health and Human Services, Food and Drug Administration.

Does PCAO need to review the grant award (or grant amendment)?

YES

Does PCAO need to sign the grant award (or grant amendment)?

NO

Match funding from General Fund?

NO

Match funding from other sources?

NO

Are Federal Funds Involved?

YES

If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Passed through the National Environmental Health Association Flexible Funding Model Grant Program.

CFDA# 93.103

FAIN# 1U19FD008288

Department: Health

Name: Maria Loya


Telephone: 5207242877

GMI Director: **Kenneth B Walker** Digitally signed by Kenneth B Walker
Date: 2026.05.06 16:29:58 -07'00'

Date: _____

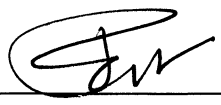
Department Director Signature: 

Date: 5/6/2026

Deputy County Administrator Signature: 

Date: 5-7-2026

County Administrator Signature: _____

A handwritten signature in black ink, appearing to be 'JW', written over a horizontal line.

Date: 07/20/2020



NEHA-FDA Retail Flexible Funding Model Grant Program Official Notice of Award for One-Year Grants

April 1, 2026

Grant Number: G-202602-07996

Application Type: 2026-27 Mentorship/Mentor

Project Title: Strategic RPS Mentorship and Collaboration

Project Summary: Building on our 2024 mentorship, we will provide consultative support to help each jurisdiction advance in the RPS. We will establish agreed regular meetings and use a document-sharing system (FoodSHIELD, Teams, etc.) to share templates and resources. Constructive feedback provided, celebrate wins, respect mentee timelines, and focus on being supportive rather than demanding. Site visits will deepen our understanding of each program's context and enable tailored, strategic change.

Amount Requested: \$15,000.00

One-Year Award Amount: \$12,000.00

Project Period: 5/4/2026 to 3/31/2027

Unique Federal Award Identification Number (FAIN): 1U19FD008288

CFDA Number: 93.103

Awarded to NEHA on 09/10/2024

Cesia Estrada
Pima County Health Department
3950 S. Country Club Rd, 2301
Tucson, AZ 85714

Dear Cesia:

Your application has been approved for Strategic RPS Mentorship and Collaboration as part of the National Environmental Health Association (NEHA)-U.S. Food and Drug Administration (FDA) Retail Flexible Funding Model (RFFM) Grant Program, with funding provided by the FDA. Approval is based on review of the project plan and budget details in your submitted application.

As part of your application, your agency has made an assurance that it will comply with all applicable federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Part 75. Acceptance of this award and/or any funds provided by the NEHA-FDA Retail Flexible Funding Model Grant Program acknowledges agreement with all the terms and conditions in this award letter.

The amount of \$12,000.00 represents the full amount of funds to which you are entitled. Grant awards are made with the understanding that NEHA-FDA Retail Flexible Funding Model Grant Program staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

Specific Conditions of Your Award

In addition to the general Terms and Conditions of your award as listed below, the following are additional conditions specific to your award:

Due to funding limitations, you have been provisionally awarded \$12,000 to support 1 Mentee instead of the 2 requested. Once Mentee assignments are finalized and accepted, your Award Amount will be adjusted if needed to match the actual number of Mentees assigned.

Budget

To review specific details of the approved budget in your grant award (required for Training Add-On funding only), please log into the NEHA-FDA RFFM Grant Portal where you can view and print your grant (including your budget justifications) and your budget worksheets.

Total Award Amount: \$12,000.00

For funding where budgets are required (Training Add-On funding), budget changes are allowable but must be justified and approved in advance and in writing by the NEHA-FDA RFFM Grant Program Support Team. None of the funds in this award shall be used to pay the salary of an individual at a rate in excess of the current Executive Level II of the Federal Executive Pay Scale for any specific funding year.

Terms and Conditions

Your award is based on the project application referenced in this Notice of Award, submitted to and approved by NEHA. Payment is contingent on continued Federal Funding from the United States Food and Drug Administration, and is subject to the following terms and conditions:

The grantee must complete the full scope of work and all tasks outlined in the approved grant application by the Project End Date, unless NEHA grants a written exception. The recipient agrees to comply with the current FDA general terms and conditions (HHS Grant Policy Statement).

Restrictions on the expenditure of funds in federal appropriations acts apply to this award, to the extent those restrictions are applicable to subawards made under federal grants. Please refer to 2 CFR 200.400 for guidance on relevant cost principles.

For the complete Terms and Conditions of this award, including links to all relevant federal guidance, please see the documents available through the **Grant Guidance** link on the NEHA-FDA RFFM website (<https://www.neha.org/retail-grants>).

Required Reporting

Reports with due dates will be accessible by logging into the Grant Portal. Reminders will be sent to the email address of your organization's Point of Contact regarding upcoming and past due reports.

Interim Progress Reports will be required each year for awards made through this program to assure that each funded project remains on track for timely completion. For one-year awards, an Interim Progress Report will be due halfway through the project period.

When all project objectives have been completed, a Final Project Report must be submitted through the online Grant Portal no later than 45 days after your Project End Date.

Unless otherwise requested, your first report will be the Interim Progress Report due halfway through the project period.

Payment Requests

For one-year awards made through this grant program, payment is normally made on a reimbursement basis at the end of the project, following submission of all required reporting.

Advance Payments may be requested for one-year awards when required by a jurisdiction, to cover immediate project needs.

Interim Payments may be requested as needed, ideally not more than once per quarter.

For complete information on required reporting and payment requests, please see the **Reporting and**

Payment Instructions, accessible through the Grant Guidance link on the NEHA-FDA RFFM website.

Recipient FDA Notice

As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with the FDA Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards). For additional information regarding the Retail Program Standards, please visit the FDA's official webpage at: <https://www.fda.gov/food/retail-food-protection/voluntary-national-retail-food-regulatory-program-standards>.

Allowable and Non-allowable Costs

For information on allowable and non-allowable costs, please refer to the **Grant Guidance** link on the NEHA-FDA RFFM website.

Base Grant Requirement

Once awards under the NEHA-FDA RFFM Grant Program have been made, all grantees must complete their Base activities (specified either in their active Development Base Grant or Maintenance and Advancement Base Grant) to remain eligible for Optional Add-Ons and Grants (Training funds, Mentee funds, Mentor grants). If Base activities are not substantially completed by the end of the Project Period, both Base and Add-On funding may be in jeopardy of cancellation.

Travel Costs

Travel costs should adhere to the general guidelines found in the **NEHA-FDA RFFM Grant Guidance**. Contact the NEHA-FDA RFFM Grant Program Support Team with specific travel-related questions not covered in the guidance.

Financial Conflicts of Interest

This award is subject to the Financial Conflict of Interest (FCOI) regulation at 42 CFR Part 50 Subpart F.

Contact Us for Support

If you have questions about this award, please contact the NEHA-FDA RFFM Grant Program Support Team. Additionally, the FDA Retail Food Safety Specialist assigned to your geographic area is an integral part of your jurisdiction's successful completion of Retail Program Standards activities and is available to assist with your funded project.

NEHA-FDA RFFM Grant Program Support Team

retailgrants@neha.org

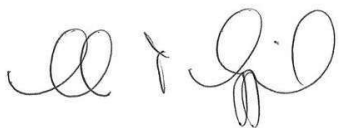
1-833-575-2404

FDA Retail Food Safety Specialist Contact Information

<https://www.fda.gov/food/voluntary-national-retail-food-regulatory-program-standards/directory-fda-retail-food-specialists>

We appreciate your ongoing commitment to achieving greater conformance with the Voluntary National Retail Food Regulatory Program Standards.

Sincerely,



David T. Dyjack, DrPH, CIH
NEHA Executive Director