



**TO:** SOUTHERN NEVADA DISTRICT BOARD OF HEALTH      **DATE:** February 23, 2023

**RE:** *Approval of the Interlocal Agreement Between Clark County, Nevada and the Southern Nevada Health District for the Public Health Laboratory Expansion*

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**PETITION #20-23**

**That the Southern Nevada District Board of Health** *approve the attached Interlocal Agreement between Clark County, Nevada and the Southern Nevada Health District (SNHD). This petition is being presented to approve this Interlocal Agreement for the Southern Nevada Health District Public Health Laboratory expansion.*

**PETITIONERS:**

**Fermin Leguen, MD, MPH, District Health Officer** *FL*  
**Michael D. Johnson, PhD, Director of Community Health** *MJ*  
**Horng-Yuan Kan, PhD, HCLD (ABB), Laboratory Director** *MYK*  
**Sean Beckham, Facilities Services Manager** *SB*

**DISCUSSION:**

This Interlocal Agreement provides for the Southern Nevada Health District Public Health Laboratory to utilize County Recovery Funds to assist in funding the construction of a new 14,000 square foot public health laboratory facility near (and to eventually connect with) its existing building.

**FUNDING:**

The funding for this agreement of \$4,050,000.00 is made available to the Southern Nevada Health District from the Clark County Recovery Funds to assist with the operational costs.

## **CLARK COUNTY RECOVERY GRANT INTERLOCAL AGREEMENT**

This Clark County Recovery Grant Interlocal Agreement (“AGREEMENT”) is entered into by and between CLARK COUNTY, NEVADA (the “County”) and SOUTHERN NEVADA HEALTH DISTRICT, with its headquarters located at 280 S. Decatur Blvd, Las Vegas, Nevada 89107 (the “Subrecipient”) (individually “Party” and collectively “Parties”).

### RECITALS

**WHEREAS**, NRS 277.180 authorizes one or more public agencies to contract with each other for the performance of any governmental services, activity or undertaking which the public agencies are authorized by law to perform;

**WHEREAS**, pursuant to Nevada Revised Statutes (“NRS”) Chapter 439, Subrecipient, with its main building located at 280 S. Decatur Blvd, Las Vegas, Nevada 89107, is the public health authority with jurisdiction over all public health matters within Clark County, Nevada ;

**WHEREAS**, Subrecipient currently operates a 13,500 square foot public health laboratory building commonly known as the Southern Nevada Public Health Laboratory (“SNPHL”), which is located at 700 Martin Luther King Blvd., Las Vegas, Nevada 89106 (the “Program Site”);

**WHEREAS**, Subrecipient proposes an expansion of SNPHL to enhance its ability to provide public health laboratory services to the residents and visitors of southern Nevada through the construction of an additional 14,000 square foot building (the “PHL Expansion”) at the Program Site;

**WHEREAS** Subrecipient has requested financial assistance from the County to assist with proposed PHL Expansion construction costs (the “Program”);

**WHEREAS**, the purpose for which the funds (as hereinafter defined) will be used by Subrecipient, as identified at Exhibit A, Clark County Recovery Grant Budget, attached hereto and incorporated herein as if fully set forth, will provide a substantial benefit to the inhabitants of the County;

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

**NOW, THEREFORE, BE IT RESOLVED** that Clark County Recovery Funds, (“County Recovery Funds” or “Grant Award”), be granted to Subrecipient for the Program following execution of this Agreement subject to the following conditions and limitations:

A. Scope of Services:

1. From the period of August 16, 2022, through December 31, 2024, the County will provide \$4,050,000.00 in County Recovery Funds to Subrecipient to assist with the operational costs for the Program, as outlined in Exhibit A, Clark County Recovery Grant Budget.
2. Subrecipient will provide all services, including personnel and materials, to operate and manage the Program in accordance with this Section A, and with Exhibit B, Program Details, which attached hereto and incorporated herein as if fully set forth. Changes in Program Details, as described in Exhibit B, must receive prior written approval from the County.

3. Subrecipient may request reimbursement from the County on a monthly basis during the Program Period from August 16, 2022 through December 31, 2024. These reports will contain, but are not limited to, the information contained in Exhibit C, Request for Reimbursement Report.
4. As applicable, Subrecipient will provide quarterly program outcomes and performance measurement reports to the County on at the close of each quarter during the Program period August 16, 2022, through December 31, 2024. 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. The County reserves the right to request additional information to ensure that the County Recovery Grant 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.
6. The Clark County Fiscal Recovery Office contact email is [CCFiscalRecoveryFunds@ClarkCountyNV.gov](mailto:CCFiscalRecoveryFunds@ClarkCountyNV.gov).

**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. Subrecipient agrees to execute and record a deed restriction, in a form approved by the County on the Program Site for a period of at least 30 years.
3. The County will require Subrecipient to be bound by all City and County ordinances and state and federal statutes, as required.
4. If the Subrecipient has not obligated the County Recovery Funds it has been awarded to cover services or costs for the period ending December 31, 2024, Subrecipient must notify the County by January 31, 2025, as any unappropriated County Recovery Funds remaining may be subject to recoupment and reallocation. 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.
5. The County shall have no relationship 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, joint or co-employer, 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.
6. 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.
7. Subrecipient will provide and maintain at its own expense a program of self-insurance or insurance in commercially reasonable amounts calculated to protect itself from any and all claims of any kind or nature for damage to property or personal injury, including death, made by anyone, that may arise from activities

performed or facilitated by this Agreement, whether these activities are performed by the Subrecipient, or anyone directly or indirectly engaged or employed by Subrecipient.

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;

Onsite monitoring visits 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 County Recovery Funds.

8. To the extent permitted by law, Subrecipient will protect, defend, indemnify, and save harmless the County from and against any and all liability, damages, demands, claims, suits, liens, and judgments of whatever nature, expecting those proximately the result of the County's acts or omissions, in connection with, or arising out of any activities undertaken pursuant to this Agreement. Additionally, and to the extent permitted by law, Subrecipient's obligation as set forth in this paragraph shall include any and all reasonable attorneys' fees incurred by the County in the defense or handling of said suits, demands, judgments, liens, and claims and all reasonable attorneys' fees and investigation expenses incurred by the County in enforcing or obtaining compliance with the provisions of this Agreement. In the event that the County incurs any expenses in this regard, it shall have a right to charge said expenses made in good faith to the Subrecipient. An itemized statement of expenses shall be prima facie evidence of the fact and extent of the liability of Subrecipient.
9. Subrecipient will not use any County 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 funding from any other local or state entity for the same Program budgeted expenditures for which Subrecipient has received County Recovery Funds, the Subrecipient will contact the County within five (5) business days. Subrecipient agrees that it may be required to return all or part of the County Recovery Funds if the total amount of funding from all local and/or state entities exceeds the Program's budget. Furthermore, Subrecipient agrees that an amended Agreement may need to be executed with the 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. 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.
17. 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.
18. None of the County 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.
19. If Subrecipient engages in inherently religious activities, such as worship, religious instruction, or proselytization, then as a Subrecipient of County Recovery 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 comply with the County Recovery Funds Program Guide at [Fiscal Recovery Funds Guide Revised 11.2.2022](#).
2. The Subrecipient must develop and implement effective internal controls to ensure the County Recovery Funds are accounted for accurately and in compliance with the Program guidelines. Internal controls must be documented in the form of written policies and procedures and shall be provided to the County upon request.
3. 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.
4. 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.
5. 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.
6. Not limited to the County Recovery Funds, Subrecipient will notify the County of any financial audit findings, weaknesses, or deficiencies in internal controls, and / or non-compliance with grant, state, or federal requirements.
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. 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 County 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 County 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 County Recovery Funds are delineated in Exhibit A. Any modifications to Exhibit A will require written approval from the County.

9. Expenditures submitted for reimbursement by Subrecipient to the County from the County Recovery Funds must be accounted for in an organization wide general ledger that can separately account for the expenditures separate from all other revenue sources.
10. If the County finds that the total amount of the County 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 the Subrecipient return any County Recovery Funds not expended or used in a manner. 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, 2024.
11. Upon the expiration or revocation of this Agreement, Subrecipient shall transfer to the County any County Recovery Funds on hand at the time of expiration or revocation and the County will not be obligated to reimburse costs incurred subsequent to the expiration or revocation date.
12. No reimbursement for cash purchases of any kind is allowable.

D. Recordkeeping and Confidentiality Requirements:

1. The Subrecipient must maintain records and financial documents for five (5) years after all County Recovery Funds have been expended or returned to the County.
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 the 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 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.
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.
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 [CCFiscalRecoveryFunds@ClarkCountyNV.gov](mailto:CCFiscalRecoveryFunds@ClarkCountyNV.gov).

IN WITNESS WHEREOF, the parties intend this Agreement to be effective on the date last written below.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

CLARK COUNTY

SOUTHERN NEVADA HEALTH DISTRICT

By: \_\_\_\_\_  
James B. Gibson, Chair  
Clark County Commission

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

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

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

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Lisa Logsdon, County Counsel

**This document is Approved as to Form.  
Signatures will be affixed upon Board  
of Health approval.**  
By: \_\_\_\_\_  
Heather Anderson-Fintak, Esq.  
General Counsel  
Southern Nevada Health District



**EXHIBIT A  
CLARK COUNTY RECOVERY GRANT BUDGET**

**SOUTHERN NEVADA HEALTH DISTRICT  
SOUTHERN NEVADA PUBLIC HEALTH LAB EXPANSION**

The following items may be paid with the County Recovery Grant, not to exceed \$4,050,000.00:

Direct costs are those costs that can be identified specifically with a particular final cost objective or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Indirect Costs of no more than ten percent are allowed. Indirect Costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective.

Expenditure Category	County Recovery Funds	Other Sources	Total
Direct Administrative Costs:			
Direct Goods and Services:			
Capital Investments:			
Building Shell Construction	\$4,050,000	\$850,000	\$4,900,000
Site Survey/Topographical Studies & Fees		\$104,483.25	\$104,483.25
Architect/Engineer and Consultant Fees		\$853,295	\$853,295
Site Preparation		\$440,000	\$440,000
Building Permits		\$15,000	\$15,000
2 <sup>nd</sup> Floor Lab & Office Space		\$3,100,000	\$3,100,000
Indirect Costs:			
<b>Total</b>	<b>\$4,050,000</b>	<b>\$5,362,778.25</b>	<b>\$9,412,778.25</b>

**EXHIBIT B  
PROGRAM DETAILS**

**SOUTHERN NEVADA HEALTH DISTRICT  
SOUTHERN NEVADA PUBLIC HEALTH LAB EXPANSION**

1. Program Justification:

a. Due the restricted space within the current SNPHL facility, Subrecipient

- was not able to boost COVID test volumes during the initial stages of the SARS-CoV-2 pandemic and was forced to find a reference laboratory to support this testing service. This option was inefficient and expensive, as well as an unfortunate missed opportunity for the local health jurisdiction to meet community demand in real-time.
- is not able to satisfy its need for more space and personnel, with this inability to grow emphasized in assessment reports and regulatory site inspections, including a 2020 peer-to-peer site visit report from the Los Angeles County Public Health Laboratory.

b. Additionally, the PHL Expansion will allow for:

- Adequate storage space for reagents, supplies, and standby equipment necessary to run new molecular testing programs and other enhancement 24 hours a day, seven (7) days a week
- Update of the existing and outdated Biosafety Level 3 (BSL-3) Laboratory, addressing the current lack of slip-resistant tiles and flooring impervious to liquids and chemicals was not able to boost COVID test volumes during the initial stages of the SARS-CoV-2 pandemic, and was forced to find a reference laboratory to support this testing service. This option was inefficient and expensive, as well as an unfortunate missed opportunity for the local health jurisdiction to meet community demand in real-time.
- Adequate space for decontamination of large pieces of equipment, adequate room for all instruments, and a properly constructed ceiling for potential building contamination.

2. PHL Expansion. Subrecipient will utilize County Recovery Funds to administer the Program to construct a new 14,000 square foot public health laboratory facility near (and to eventually connect with) its existing SNPHL building at the Program Site, during the Program Period from August 16, 2022, through December 31, 2024, in accordance with the terms and conditions of this Agreement.

a. The two-floor PHL Expansion will enhance Subrecipient’s public health laboratory services, including but not limited to Subrecipient’s ability to house the following to

support the expanding public health needs of southern Nevada's residents and visitors:

i. First Floor:

Proposed Functionality:

- Sentinel surveillance and monitoring (e.g., influenza, foodborne disease)
- Outbreaks (e.g., respiratory or gastroenteritis)
- Educate clinical, hospital labs
- Molecular epidemiology (e.g., whole-genome sequencing for SARS-CoV2 and foodborne pathogens)

Proposed Rooms:

- Molecular and food/environmental microbiology laboratories
- Core genomics facility
- Training laboratory
- Conference room
- Freezer and refrigerator storage area
- Break room
- Supervisor Offices

ii. Second Floor:

Proposed Functionality:

- Disease prevention, control, and surveillance for any outbreak caused by foodborne and/or other infectious pathogens and public health laboratory emergency response (e.g., white powder incidents, biothreats, chemical threats, natural disasters)
- Surge support for southern Nevada and State of Nevada

Proposed Rooms:

- Clinical microbiology laboratory
- Offices for supervisor, safety officer, lab manager, and conference rooms
- Emergency response BSL3 lab with an exclusive ventilation system and generators and LRN-C laboratory.

**EXHIBIT C  
REQUEST FOR REIMBURSEMENT FORM (EXAMPLE)**

**Clark County Recovery Grant  
Clark County Fiscal Recovery Office  
Monthly Request for Reimbursement (RFR)**

Subgrantee:	SAM.GOV#
Vendor Number:	AGENDA#
EIN Number:	Fund#
Address:	PO#
Project Title:	Report No.: 1
Subaward Period: <b>AUG. 21, 2021- DEC. 31, 2024</b>	Monthly Report Period
Total Award: \$ -	From: <span style="background-color: #f8d7da; border: 1px solid #f5c6cb; padding: 2px;"> </span>
	To: <span style="background-color: #f8d7da; border: 1px solid #f5c6cb; padding: 2px;"> </span>

This form contains formulas and automatically populates from previous months.

RFR must be accompanied by expenditure report and back-up documentation.

Only enter Current Expenditures	BUDGET DETAILS					
	A	B	C	D	E	F
Approved Budget Category	Award Amount	Previously Reported	Current Expenses	Reported to Date	Balance Remaining	Percent Expended to Date
Personnel	\$ -	\$ -		\$ -	\$ -	-
Professional Services	\$ -	\$ -		\$ -	\$ -	-
Rent/Insurance of facility	\$ -	\$ -		\$ -	\$ -	-
Computer related	\$ -	\$ -		\$ -	\$ -	-
Utilities	\$ -	\$ -		\$ -	\$ -	-
Supplies	\$ -	\$ -		\$ -	\$ -	-
Local Travel	\$ -	\$ -		\$ -	\$ -	-
Direct Goods and Services	\$ -	\$ -		\$ -	\$ -	-
Capital (property and equipment)	\$ -	\$ -		\$ -	\$ -	-
Liability/Insurance/Fidelity Bond	\$ -	\$ -		\$ -	\$ -	-
Other	\$ -	\$ -		\$ -	\$ -	-
Indirect Cost	\$ -	\$ -		\$ -	\$ -	-
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	-

<sup>1</sup> Capital (property and equipment) purchases in excess of \$1,000,000 require justification. See Capital Request (CR) form.

**Household Assistance (EC 2.1-2.8):**

Number of households served  

**NOTES\* NO ADVANCE FOR THIS AWARD**

*I, an authorized signatory for the agency, certify to the best of my knowledge and belief that this report is true, complete and accurate, that the expenditures, disbursements and receipts are for the purposes and objectives set forth under the terms of the approved project and budget. I acknowledge that all costs included in this reimbursement request are allowable, allocable, necessary and reasonable and any questioned costs remain my agency's fiscal responsibility. Request for Reimbursement cannot be processed without an expenditure report/backup. I am aware that any false, fictitious or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims, or otherwise. I verify that the backup documentation attached are correct.*

Signature of Authorizing Official	Date	Authorizing Official's Name Printed	Authorizing Official's Title Printed
Preparer's Name	Preparer's Phone	Preparer's E-Mail	

**EXHIBIT D**

**Program Outcomes and Performance Measures Quarterly Report**

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

**Agency Name:** \_\_\_\_\_

**Agency Address:** \_\_\_\_\_

**Unique Entity Identifier (UEI):** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Identification Number:** \_\_\_\_\_

*(Purchase Order number provided by Clark County)*

**Project Expenditure Category (E.C.):** *(Provided by Clark County)*

\_\_\_\_\_  
\_\_\_\_\_

**Project Status of Completion:** \_\_\_\_\_

*(Not Started, Completed Less than 50%, Completed 50% or More, or completed)*

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

**Performance Indicators**

The following outcomes will be measured and reported to the County on a quarterly basis:

Performance Indicator	Program Goal

Subrecipients may be required to include a brief narrative. The project narrative may include but is not limited to the following:

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. 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 efforts to promote equitable outcomes, including 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 intend to serve within your jurisdiction?
  - c. How equal and practical is the ability for residents or businesses to become aware of the services funded by the County Recovery Grant?
  - 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?
  - 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.
3. What challenges has your organization encountered? How are you addressing them?
4. Provide an overview of the outreach that was done in the community to provide an awareness about the services being provided.
5. Describe any collaborations built among and between agencies and persons serving this population.
6. If your organization has received other funds to assist with the implementation of programs and services, please describe how these funds are being used. In your response, please detail how the use of all funds will assist with the overall approach for the pandemic recovery.

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<sup>1</sup> 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.