

# Division of Public Health

## Agreement Addendum

### FY 20-21

Page 1 of 2

Chatham County Public Health Department  
**Local Health Department Legal Name**

874 Food and Lodging  
**Activity Number and Description**

04/01/2021 – 05/31/2021  
**Service Period**

05/01/2021 – 06/30/2021  
**Payment Period**

**Original Agreement Addendum**  
 **Agreement Addendum Revision # \_\_\_\_\_**

Environmental Health Section /  
 Food Protection and Facilities Branch  
**DPH Section / Branch Name**

Shane Smith (919) 707-5872  
 shane.smith@dhhs.nc.gov  
**DPH Program Contact**

(name, phone number, and email)

**DPH Program Signature** **Date**  
 (only required for a negotiable agreement addendum)

#### I. **Background:**

In order to fund a portion of local expenditures created by state-mandated Food, Lodging, and Institution (Food and Lodging) sanitation programs and activities, the legislature established a State Inspections, Statistics, and Fees Program within the Environmental Health Section. This program centralizes public health data, invoices regulated facilities, and distributes the funds in accordance with G.S. 130A-248(d). The receipts collected are redistributed to local environmental health programs in the form of aid to counties.

#### II. **Purpose:**

The Agreement Addendum allows for the Local Health Department's environmental health program to implement state-mandated sanitation regulations. The funds from this Agreement Addendum are to be used to support local Food and Lodging programs and activities. The disbursement and fund purpose are described under "Regulation of food and lodging establishments" in North Carolina General Statute 130A-248(d) and under "Disbursements of Funds" in North Carolina Administrative Code 15A NCAC 18A .2901.

#### III. **Scope of Work and Deliverables:**

The Local Health Department Food and Lodging funds are distributed based on the attached Food and Lodging Distribution Calculations spreadsheet. The Local Health Department shall use this funding for food, lodging, and institution sanitation programs and activities.

Assuring consistency and quality of Food and Lodging permitting and inspection activities is essential to effective program implementation. Inconsistency or failure to apply permitting and inspection rules

DocuSigned by:



3/24/2021

Health Director Signature (use blue ink)

Date

Local Health Department to complete:  
 (If follow-up information is needed by DPH)

LHD program contact name: Anne Lowry  
 Phone number with area code: 919-545-8310  
 Email address: anne.lowry@chathamcountync.gov

**Signature on this page signifies you have read and accepted all pages of this document.**

Revised July 2019

creates liability for the county and the Local Health Department and may lead to a loss of confidence from the public and operators. To provide for consistency and quality within the Food and Lodging Program, and as part of this Agreement Addendum, the Local Health Department shall maintain an internal Quality Assurance Plan.

A summary of the previous year's approved Quality Assurance Plan activities must be submitted to the Environmental Health Regional Specialist for review by **May 3, 2021**.

**IV. Performance Measures/Reporting Requirements:**

The Local Health Department shall ensure funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).

**V. Performance Monitoring and Quality Assurance:**

The Division of Public Health will review annual required inspection data submitted electronically to the Environmental Health Inspections Data System to assure required food, lodging, and institution inspections are completed at the frequency required. Failure to complete required inspections or if deficiencies persist, will cause the Local Health Department to lose funding.

During program monitoring activities, Environmental Health Regional Specialists may review documentation to verify that the approved Quality Assurance Plan is being implemented.

If the Local Health Department Food and Lodging program is not in compliance with an approved Quality Assurance Plan, a corrective action plan must be submitted no later than **May 14, 2021**, to the Environmental Health Regional Specialist indicating how deficiencies will be addressed.

**VI. Funding Guidelines or Restrictions:**

1. Requirements for pass-through entities: In compliance with *2 CFR §200.331 – Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
  - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
  - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.
2. The Local Health Department is required to submit a signed and completed Food and Lodging Local Health Department Request for Payment form (DPH EH 2948) to request funds. Reimbursement will not be made until this Agreement Addendum and the DPH EH 2948 form is fully executed. Requests for Payment forms will be processed during the period May 1, 2021 through June 4, 2021. Requests received after **June 4, 2021** will not be processed.

874 Food and Lodging Distribution Calculations Spreadsheet FY2020-21, April 1-May 31, 2021

Co. ID	County	Percentage for FY2019-20	1st (1)	2nd (2a)	3rd (2b)	Total
001	Alamance	100%	\$ 750	\$ 28,503	\$ 8,296	\$ 37,549
002	Alexander	100%	\$ 750	\$ 3,714	\$ 1,081	\$ 5,545
D2	Alleghany	100%	\$ 750	\$ 2,411	\$ 702	\$ 3,863
004	Anson	100%	\$ 750	\$ 4,244	\$ 1,235	\$ 6,229
D2	Ashe	98%	\$ 750	\$ 5,010		\$ 5,760
D6	Avery	100%	\$ 750	\$ 5,691	\$ 1,657	\$ 8,098
007	Beaufort	100%	\$ 750	\$ 9,453	\$ 2,752	\$ 12,955
D1	Bertie	100%	\$ 750	\$ 3,038	\$ 884	\$ 4,672
009	Bladen	100%	\$ 750	\$ 5,787	\$ 1,685	\$ 8,222
010	Brunswick	100%	\$ 750	\$ 25,609	\$ 7,455	\$ 33,814
011	Buncombe	78%	\$ 750	\$ 53,680		\$ 54,430
012	Burke	95%	\$ 750	\$ 11,683		\$ 12,433
013	Cabarrus	100%	\$ 750	\$ 36,219	\$ 10,542	\$ 47,511
014	Caldwell	59%	\$ 750	\$ 6,772		\$ 7,522
D1	Camden	87%	\$ 750	\$ 1,175		\$ 1,925
016	Carteret	94%	\$ 750	\$ 17,907		\$ 18,657
017	Caswell	90%	\$ 750	\$ 1,780		\$ 2,530
018	Catawba	100%	\$ 750	\$ 32,891	\$ 9,574	\$ 43,215
019	Chatham	100%	\$ 750	\$ 12,153	\$ 3,538	\$ 16,441
020	Cherokee	100%	\$ 750	\$ 7,234	\$ 2,106	\$ 10,090
D1	Chowan	100%	\$ 750	\$ 3,183	\$ 927	\$ 4,860
022	Clay*	100%	\$ 750	\$ 2,170	\$ 632	\$ 4,725
023	Cleveland	100%	\$ 750	\$ 16,012	\$ 4,661	\$ 21,423
024	Columbus	100%	\$ 750	\$ 9,597	\$ 2,794	\$ 13,141
025	Craven	99%	\$ 750	\$ 17,284		\$ 18,034
026	Cumberland	85%	\$ 750	\$ 48,209		\$ 48,959
D1	Currituck	98%	\$ 750	\$ 6,995		\$ 7,745
028	Dare	100%	\$ 750	\$ 21,944	\$ 6,388	\$ 29,082
029	Davidson	99%	\$ 750	\$ 22,631		\$ 23,381
030	Davie	99%	\$ 750	\$ 6,780		\$ 7,530
031	Duplin	99%	\$ 750	\$ 10,456		\$ 11,206
032	Durham	93%	\$ 750	\$ 62,523		\$ 63,273
033	Edgecombe	66%	\$ 750	\$ 4,743		\$ 5,493
034	Forsyth	89%	\$ 750	\$ 57,946		\$ 58,696
035	Franklin	95%	\$ 750	\$ 7,147		\$ 7,897
036	Gaston	98%	\$ 750	\$ 32,564		\$ 33,314
D1	Gates	94%	\$ 750	\$ 952		\$ 1,702
038	Graham	86%	\$ 750	\$ 1,991		\$ 2,741
D3	Granville	90%	\$ 750	\$ 6,945		\$ 7,695
040	Greene	100%	\$ 750	\$ 3,472	\$ 1,011	\$ 5,233
041	Guilford	76%	\$ 750	\$ 72,610		\$ 73,360
042	Halifax	72%	\$ 750	\$ 7,605		\$ 8,355
043	Harnett	98%	\$ 750	\$ 14,982		\$ 15,732
044	Haywood	91%	\$ 750	\$ 13,210		\$ 13,960
045	Henderson	100%	\$ 750	\$ 23,246	\$ 6,767	\$ 30,763
D1	Hertford	96%	\$ 750	\$ 4,537		\$ 5,287
047	Hoke	95%	\$ 750	\$ 5,544		\$ 6,294
048	Hyde	93%	\$ 750	\$ 2,512		\$ 3,262
049	Iredell	94%	\$ 750	\$ 29,558		\$ 30,308
050	Jackson	93%	\$ 750	\$ 10,675		\$ 11,425
<b>Subtotals:</b>			\$37,500	\$802,977	\$74,687	\$916,337

Co. ID	County	Percentage for FY2019-20	1st (1)	2nd (2a)	3rd (2b)	Total
051	Johnston	100%	\$ 750	\$ 32,361	\$ 9,420	\$ 42,531
052	Jones	100%	\$ 750	\$ 1,206	\$ 351	\$ 2,307
053	Lee	100%	\$ 750	\$ 11,671	\$ 3,398	\$ 15,819
054	Lenoir	98%	\$ 750	\$ 10,587		\$ 11,337
055	Lincoln	100%	\$ 750	\$ 11,334	\$ 3,299	\$ 15,383
056	Macon	100%	\$ 750	\$ 10,273	\$ 2,990	\$ 14,013
057	Madison	89%	\$ 750	\$ 3,606		\$ 4,356
D4	Martin	100%	\$ 750	\$ 4,775	\$ 1,390	\$ 6,915
D7	McDowell	100%	\$ 750	\$ 8,343	\$ 2,429	\$ 11,522
060	Mecklenburg	93%	\$ 750	\$ 207,754		\$ 208,504
D6	Mitchell	100%	\$ 750	\$ 2,556	\$ 744	\$ 4,050
062	Montgomery	97%	\$ 750	\$ 4,257		\$ 5,007
063	Moore	97%	\$ 750	\$ 18,806		\$ 19,556
064	Nash	99%	\$ 750	\$ 18,048		\$ 18,798
065	New Hanover	64%	\$ 750	\$ 34,755		\$ 35,505
066	Northampton	51%	\$ 750	\$ 1,230		\$ 1,980
067	Onslow	100%	\$ 750	\$ 28,454	\$ 8,283	\$ 37,487
068	Orange	99%	\$ 750	\$ 23,634		\$ 24,384
069	Pamlico	86%	\$ 750	\$ 1,991		\$ 2,741
D1	Pasquotank	99%	\$ 750	\$ 7,878		\$ 8,628
071	Pender	100%	\$ 750	\$ 9,597	\$ 2,794	\$ 13,141
D1	Perquimans	98%	\$ 750	\$ 2,505		\$ 3,255
073	Person	98%	\$ 750	\$ 5,341		\$ 6,091
074	Pitt	99%	\$ 750	\$ 30,987		\$ 31,737
075	Polk	61%	\$ 750	\$ 2,854		\$ 3,604
076	Randolph	99%	\$ 750	\$ 21,915		\$ 22,665
077	Richmond	100%	\$ 750	\$ 6,848	\$ 1,994	\$ 9,592
078	Robeson	88%	\$ 750	\$ 18,546		\$ 19,296
079	Rockingham	100%	\$ 750	\$ 14,613	\$ 4,254	\$ 19,617
080	Rowan	68%	\$ 750	\$ 13,085		\$ 13,835
D7	Rutherford	100%	\$ 750	\$ 12,973	\$ 3,777	\$ 17,500
082	Sampson	100%	\$ 750	\$ 8,729	\$ 2,541	\$ 12,020
083	Scotland	84%	\$ 750	\$ 4,416		\$ 5,166
084	Stanly	100%	\$ 750	\$ 11,575	\$ 3,369	\$ 15,694
085	Stokes	71%	\$ 750	\$ 4,383		\$ 5,133
086	Surry	100%	\$ 750	\$ 16,060	\$ 4,675	\$ 21,485
087	Swain	81%	\$ 750	\$ 4,375		\$ 5,125
088	Transylvania	56%	\$ 750	\$ 4,726		\$ 5,476
D4	Tyrrell	100%	\$ 750	\$ 965	\$ 281	\$ 1,996
090	Union	99%	\$ 750	\$ 28,982		\$ 29,732
D3	Vance	99%	\$ 750	\$ 7,448		\$ 8,198
092	Wake	94%	\$ 750	\$ 179,659		\$ 180,409
093	Warren	79%	\$ 750	\$ 2,400		\$ 3,150
D4	Washington	100%	\$ 750	\$ 2,267	\$ 660	\$ 3,677
D2	Watauga	98%	\$ 750	\$ 14,652		\$ 15,402
096	Wayne	100%	\$ 750	\$ 21,654	\$ 6,304	\$ 28,708
097	Wilkes	100%	\$ 750	\$ 10,851	\$ 3,159	\$ 14,760
098	Wilson	100%	\$ 750	\$ 16,880	\$ 4,914	\$ 22,544
099	Yadkin	100%	\$ 750	\$ 7,427	\$ 2,162	\$ 10,339
D6	Yancey	100%	\$ 750	\$ 2,460	\$ 716	\$ 3,926
<b>Subtotals:</b>			\$37,500	\$932,692	\$73,904	\$1,044,096

\* Clay County total includes allocation of \$1173.00 for 2019-2020  
 Note: FY2019-20 inspection frequencies were adjusted due to COVID-19.

\$1,959,260

	1st (1)	2nd (2a)	3rd (2b)	Total
<b>TOTALS:</b>	\$ 75,000	\$ 1,735,669	\$ 148,591	\$ 1,960,433

D1-Albemarle Regional Health Services-	\$ 38,074	Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, Perquimans
D2-Appalachian District Health Department-	\$ 25,025	Alleghany, Ashe, Watauga
D3-Granville-Vance District Health Department-	\$ 15,893	Granville, Vance
D4-Martin-Tyrrell-Washington District Health Department-	\$ 12,588	Martin, Tyrrell, Washington
D6-Toe River District Health-	\$ 16,074	Avery, Mitchell, Yancey
D7-Foothills Health District-	\$ 29,022	McDowell, Rutherford

N.C. Department of Health and Human Services

# FOOD & LODGING LOCAL HEALTH DEPARTMENT REQUEST FOR PAYMENT

SFY 21

## Division of Public Health

16001C1921  
NCAS Number

04/01/2021      05/31/2021  
Effective Date      Termination Date

Activity 874

LHD: Chatham County Public Health Department      Activity: Food & Lodging Distribution

LHD's Project Director: Anne Lowry

Distribution – indicate with a check mark all that apply <input checked="" type="checkbox"/> 15A NCAS 18A.2901(1) (\$750 Baseline distribution) <input checked="" type="checkbox"/> 15A NCAS 18A.2901(2)(a) (Distribution based on inspection percentage) <input checked="" type="checkbox"/> 15A NCAS 18A.2901(2)(b) (Distribution based on 100% inspection rate) AMOUNT REQUESTED	\$16,441
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**Note #1:** LHD shall report Local Food and Lodging expenditures in the appropriate category (e.g., 101, 102, or 103) in the ZZZZ line item in the Aid-to-Counties Database.

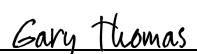
**Note #2:** LHD shall report Local Food and Lodging Temporary Food Establishment (TFE) fees collected in category 107 – Local Temporary Food Establishment (TFE – State) in the ZZZZ line item in the Aid-to-Counties Database.

**Note #3:** LHD shall report Local Food and Lodging Limited Food Services Establishment (LFSE) fees collected in category 107 – Limited Food Services Establishment (LFSE – State) in the ZZZZ line item in the Aid-to-Counties Database.

<b>THIS SECTION FOR DPH USE ONLY:</b>	
<b>Company 2B01</b>	
Account	Center
536560874	1153-4752-SZ19

As chief executive officer of the recipient organization, I hereby certify that this request for payment is an accurate reflection of funds to be disbursed in accordance with 15A NCAC 18A.2901 "Disbursement of Funds". I further certify that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this agreement.

DocuSigned by:  
  
 LHD Authorized Officer Signature      3/24/2021  
 Date

DocuSigned by:  
  
 LHD Finance Officer Signature      3/24/2021  
 Date

\_\_\_\_\_  
 DPH Environmental Health Section Signature      Date

\_\_\_\_\_  
 DPH Contracts Officer Signature      Date