

Exhibit E
Additional Provisions

1. Additional Incorporated Documents

The following documents and any subsequent updates are not attached, but are incorporated herein and made a part hereof by this reference. California Department of Public Health (CDPH) will provide copies on request by contacting the project representative as listed in Exhibit A, 2.A. These documents may be updated periodically by CDPH, as required by program directives. CDPH shall provide the Local Lead Agency (LLA) with copies of these documents and any subsequent updates, under separate cover. CDPH will maintain on file, all documents referenced herein and any subsequent updates.

- A. Phase I and Phase II Local Lead Agency 2017-2021 Guidelines.
- B. California Tobacco Control Program (CTCP) Local Lead Agency Administrative & Policy Manual.
- C. The attached Exhibit D entitled "Special Terms and Conditions" consisting of sixteen (16) pages, is incorporated and made part of this agreement by this reference, except for provisions 1, 2, 3, 7, 13, 14. The term contractor shall mean Local Lead Agency.

2. Travel

Travel will be at the County Local rate. For those LLA's represented by non-governmental, non-profit agencies, travel will be at the California Department of Human Resources (CalHR) rates.

3. Proposition 56 Additional Requirements

A. Tracking Proposition 56 Funds

The LLA will be responsible for devising and implementing independent internal accounting tracking systems for Proposition 99 and Proposition 56 funds and expenditures.

B. Non Partisan California State Audit

The LLA will be responsible for an internal accounting system to support an audit pursuant to Revenue and Taxation Code, section 30130.56 (a) Independent Audit and Disclosure, which states, the nonpartisan California State Auditor shall conduct, at least biennially, an independent financial audit of the state and local agencies receiving funds pursuant to the California Healthcare, Research and Prevention Tobacco Tax Act of 2016. An audit conducted pursuant to this section shall include, but not be limited to, a review of the administrative costs expended by the state agencies that administer the fund.

C. Administrative Costs

- 1) Revenue and Taxation Code section 30130.57(f) states not more than five percent of the Proposition 56 funds received shall be used by any state or local agency or department receiving funds for administrative costs.
- 2) Please note the California State Auditor is in the process of developing regulations which define administrative costs for Proposition 56 funds and may be subject to change. At this time, Administrative and/or indirect costs attributed to Proposition 56 may be paid by Proposition 99 funds. However, this may be subject to change.