

Frequently Asked Questions: FY2024-2025 SAPC Substance Use Prevention Services 10% Contract Augmentation for Smoke Shop Project/Cannabis-Related Programs and Activities

As of December 2024, a mandatory 10% program augmentation is being awarded to all prevention providers to utilize for the remainder of FY2024-2025. Providers who received this augmentation have Prevention Education Program (PEP) and Community Collaboration Program (CCP) contracts.

This 10% contract augmentation is funding the Smoke Shop Project (*aka Smoke Shop Initiative*) and related cannabis prevention efforts, in alignment with this year's County priority to address the outreach, community planning, and policy advocacy goals in addressing the risks and harms associated with delta-8 THC, illicit hemp products, and unregulated cannabis use.

1. Does this 10% augmentation apply to all providers? Are providers eligible to apply for an additional augmentation amount?

Yes. This 10% increase applies to ALL prevention providers. Providers are required to submit documentation to approve the 10% augmentation and spend down the entire revised budget amount for the contract(s).

2. Are providers eligible to apply for an additional augmentation amount?

Providers are NOT eligible to apply for an additional 10% augmentation, as anything above 10% in a given fiscal year will need Board of Supervisor approval.

3. What program activities does this 10% augmentation support? How do I report this on ECCO?

This 10% augmentation increase supports activities related to the Smoke Shop Project, which includes a variety of cannabis-related work including:

1) reporting violations of cannabis products, other environmental prevention and policy advocacy efforts relating to cannabis

- *In ECCO, report this under "ENVIRONMENTAL".*

2) capacity-building and community-based planning efforts

- *In ECCO, report this under "COMMUNITY-BASED PROCESS". When entering data, please label your project as "Smoke Shop Project or SSP".*

3) general outreach and awareness that support ongoing risks and harms of unregulated cannabis (such as delta-8 THC)

- *In ECCO, report this under "COMMUNITY-BASED PROCESS". When entering data, please label your project as "Smoke Shop Project or SSP".*

The augmentation generally supports expenses that can be justified to support this program. Providers will now report a minimum of 10% of their budget towards Smoke Shop Project work, which includes a variety of cannabis-related activities (see above).

The remaining 90% of their budget can be reserved for any of the 4 priority substances (cannabis, methamphetamine, alcohol, and prescription drugs/opioids), given that the work is aligned with the provider's work plan. This ultimately allows providers to utilize additional

funding to support the County priority of addressing the delta-8/cannabis work, as well as the other priority substances.

Although providers selected 2 substances of focus, providers are required to conduct activities in all 4 priority substances as outlined in the [Strategic Prevention Plan](#) and [Prevention Program Manual](#). For additional clarification, please reach out to your Prevention Specialist.

4. How do I submit the paperwork in order to receive the 10% augmentation? Do I need to submit a budget justification and narrative?

All budget augmentations must now be submitted via the online [Budget Approval System \(BAS\)](#). Refer to [IN 24-05](#) on the [SAPC Bulletin](#) section. The Budget justification for each line item request can now be directly included in the BAS. There is no need for additional documentation or justification.

Questions on the BAS or finance-related topics can be sent to: sapc-finance@ph.lacounty.gov.

5. When can we start spending down the additional 10% augmentation amount?

Providers can start spending down now. Providers must simultaneously submit the 10% budget augmentation documents on the new online Budget Approval System **ASAP** as contractual processing takes approximately 2-3 months. Contracts Services Division will contact providers to start the process, and will include an official due date in subsequent emails.

It is HIGHLY recommended to submit your documentation ASAP, in order for SAPC to process your request quickly. SAPC requests that providers prioritize this submission request. The sooner you submit all the required documentation, the sooner your agency will receive the official contract amendment execution and formally receive the funds.

6. Can providers decline the augmentation altogether?

No. Providers must utilize the additional funding.

7. How can providers update the work plan to reflect this program?

Your SAPC Prevention Specialist will update the work plan to reflect the additional program, and will notify you for your records. Please refer to your Specialist for additional guidance and questions.

8. If the provider is in the process of submitting a budget modification, such as to include a 15% Indirect Cost Rate, can the provider submit both requests together?

Yes. It is recommended that any pending budget modifications (such as a modification to include 15% ICR) be included in this 10% augmentation budget revision.