

## Assurances Checklist

State Agency completion only: To assure compliance with policies described in this Guidance, the SNAP-Education Plan shall include the following assurances. Mark your response to the right. The assurances and signature checklist can be downloaded on SNAP-Education connection (<https://snaped.fns.usda.gov/program-administration/snap-ed-plan-guidance-and-templates>) or through the N-PEARS system.

SNAP-Education Plan Assurances	Yes	No
The SNAP State agency is accountable for the content of the State SNAP-Education Plan and provides oversight to any sub-grantees. The SNAP State agency is fiscally responsible for nutrition education activities funded with SNAP funds and is liable for repayment of unallowable costs.		
Efforts have been made to target SNAP-Education to the SNAP-Education target population.		
Only expanded or additional coverage of those activities funded under the Expanded Food and Nutrition Education Program (EFNEP) are claimed under the SNAP-Education grant. Approved activities are those designed to expand the State's current EFNEP coverage in order to serve additional SNAP-Education individuals or to provide additional education services to EFNEP clients who are eligible for SNAP. Activities funded under the EFNEP grant are not included in the budget for SNAP-Education.		
Documentation of payments for approved SNAP-Education activities is maintained by the State and will be available for USDA review and audit.		
Contracts are procured through competitive bid procedures governed by State procurement regulations.		
Program activities are conducted in compliance with all applicable Federal laws, rules, and regulations including Civil Rights and OMB circulars governing cost issues.		
Program activities do not supplant existing nutrition education programs and enhance and supplement existing programs where they operate in conjunction.		
Program activities are reasonable and necessary to accomplish SNAP-Education objectives and goals.		
All materials developed or printed with SNAP Education funds include the appropriate USDA nondiscrimination statement and credit to SNAP as a funding source.		
Messages of nutrition education and obesity prevention are consistent with the Dietary Guidelines for Americans.		

**Signature Page**

**The Supplemental Nutrition Assistance Program  
Nutrition Education (SNAP-Ed)  
Annual Plan Signature Page**

**Name of State SNAP Agency:**

**Date:**

**Federal Fiscal Year:**

**Certified By:**

**Date:**

**SNAP State Agency Fiscal Reviewer**

**Signature:**

**Date:**