DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE
Program Committee Meeting
March 14, 2023
5:00 P.M.

In lieu of attending the meeting in person, members of the public can participate by webinar using the following Zoom link:
https://us02web.zoom.us/j/88994867070?pwd=aGMzRWNZTDhqRFJsT2hVQzhpRWl0Zz09
Password: 295634
Members of the public can also participate by telephone, using the follow dial in information:
Dial in #:(669) 900-6833 or (833) 548-0276 To Listen and Address the Committee when called upon:
Webinar ID: 889 9486 7070

Page(s)	AGENDA	*Item Type*
	I. **Call to Order –** President Evett PerezGil, Committee Chairperson	
1-2	**II.** **Approval of Agenda**	**Action**
3-6	**III.** **Meeting Minutes** 1. February 14, 2023	**Action**
	IV. **Public Comments** At this time, comments from the audience may be made on items <u>not</u> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.	
7-12	**V.** **CEO Report** 1. Consideration to approve and forward to the board a Diversity, Equity, and Inclusion (DEI) Skill Development Proposal with Activate Inclusion for Board and Staff training	**Action**
13-19	**VI.** **Old Business** 1. Consideration to approve and forward to the Board a 4-month no-cost grant extension for Grant #1296 – Coachella Valley Volunteers in Medicine – Improving Access to Healthcare Services – Strategic Plan Goal #2: Proactively expand community access to primary and specialty care services / Strategy 2.4 Provide funding support to community organizations providing primary and specialty care via telehealth	**Action**
20-33	2. Consideration to approve and forward the Board revisions to Policy #OP-5 – Grant & Mini Grant Policy	**Action**

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The undersigned certifies that a copy of this agenda was posted in the front entrance to the Desert Healthcare District offices located at 1140 North Indian Canyon Drive, Palm Springs, California, and the front entrance of the Desert Healthcare District office located at the Regional Access Project Foundation, 41550 Eclectic Street, Suite G 100, Palm Desert California at least 72 hours prior to the meeting.

If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, At ahayles@dhcd.org or call (760) 567-0298 at least 72 hours prior to the meeting.

Andrea S. Hayles
_____
Andrea S. Hayles, Board Relations Officer

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DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
February 14, 2023

Directors Present via Video Conference	District & Legal Counsel Staff Present via Video Conference	Absent
President Evett PerezGil Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, CAO Donna Craig, Chief Program Officer Jana Trew, SPO, Senior Program Officer, Behavioral Health Meghan Kane, MPH, Senior Program Officer, Public Health Andrea S. Hayles, Board Relations Officer	Alejandro Espinoza, Chief of Community Engagement

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	The meeting was called to order at 5:00 p.m. by Chair PerezGil.	
II. Approval of Agenda	Chair PerezGil asked for a motion to approve the agenda.	**Moved and seconded by Director De Lara and Vice-President Zavala to approve the agenda.** **Motion passed unanimously.**
III. Meeting Minutes 1. **January 10, 2023**	Chair PerezGil asked for a motion to approve the January 10, 2023 meeting minutes.	**Moved and seconded by Director De Lara and Vice-President Zavala to approve the January 10, 2023, meeting minutes.** **Motion passed unanimously**
IV. Public Comment	There were no public comments.	
V. CEO Report 1. **Blue Zones Steering Committee**	Conrado E. Bárzaga, MD, CEO, provided background on the Riverside County Blue Zones Steering Committee and the participating cities, including Palm Springs, with a parallel Blue Zones initiative. The committee is in the wellbeing and analysis stage, with the next meeting on March 22. The Activate Palm Springs steering committee will meet in March with a debriefing update.	

2. **Public Health Alliance of Southern California and Healthy Places Index (HPI) Board Educational Workshop**	Dr. Bárzaga, CEO, described the May 4 Healthy Places Index Board Workshop facilitated by the Public Health Alliance.	
3. **2022 Annual Report**	Dr. Bárzaga, CEO, described the completion of the annual report with a Spanish translation and release next week.	
4. **Update – Borrego Community Health Foundation Transfer of Assets**	Dr. Bárzaga, CEO, described the six proposals presented to Borrego with three finalists, then two, and a public announcement of the selection in the coming days. Borrego is interested in preserving the access points available, and there's encouragement by the status of the negotiations.	
VI. Old Business 1. **Grant Payment Schedule** 2. **Grant Applications and RFP Proposals Submitted and Under Review**	Chair PerezGil inquired with the committee concerning any questions about the grant payment schedule and grant applications and RFP proposals submitted and under review. There were no questions or comments.	
VII. Program Updates 1. **Progress and Final Reports Update**	Chair PerezGil inquired if the committee had any questions concerning the progress and final reports.	

DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
February 14, 2023

	There were no questions or comments.	
VIII. New Business		
1. **Consideration to forward to the Board approval for a Project Scope of Work (SOW) and Vendor Contract with Regional Access Project Foundation (RAP) - NPO Centric to provide capacity building and technical assistance for Desert Healthcare District and Foundation's grantees and community-based organizations – NTE $250,000 for two years**	Director De Lara recused herself from the discussion. Donna Craig, Chief Program Officer, described the vendor contract and project scope of work with NPO Centric – RAP Foundation and the partnership for technical assistance and capacity building for the non-profit grantees. Stephanie Minor, Director, NPO Centric, provided an overview and presentation of their services as a membership model for best practices, tools, and coaching for sustainability.	**Moved and seconded by Vice-President Zavala and President PerezGil and to approve a Project Scope of Work (SOW) and Vendor Contract with Regional Access Project Foundation (RAP) - NPO Centric to provide capacity building and technical assistance for Desert Healthcare District and Foundation's grantees and community-based organizations – NTE $250,000 for two years approval, and forward to the Board for** **Motion passed unanimously.**
IX. Grant Funding Requests		
1. **Grant #1372 Reynaldo J. Carreon MD Foundation – Dr. Carreon Scholarship Program – $50,000**	Donna Craig, Chief Program Officer, described the past mini-grants scholarship requests from the Dr. Carreon Foundation, which is now a public charity functioning to assist students of all ethnicities with scholarships pursuing health careers. The committee inquired about the success rate of the students. Ricardo Loretta, Executive Director, Reynaldo J. Carreon, MD Foundation, provided an overview of a study on the students with 86-88% graduate rate – 8-10% higher than other	**Moved and seconded by Vice-President Zavala and Director De Lara to approve Grant #1372 Reynaldo J. Carreon MD Foundation – Dr. Carreon Scholarship Program – $50,000 and forward to the Board for approval. Motion passed unanimously.**

	scholarship programs. 35-40% or one-third of the students continue to nursing, pre-med, and other health-related services.	
2. Grant #1301 University of California, Riverside – requesting a 4-month no cost grant extension for Mental Health 2021	Donna Craig, Chief Program Officer, described the no-cost grant extension to provide the project data analysis, interpretation, research, and outcomes.	**Moved and seconded by Director De Lara and Vice-President Zavala to approve Grant #1301 University of California, Riverside – requesting a 4-month no cost grant extension for Mental Health 2021 and forward to the Board for approval.** **Motion passed unanimously**
X. Committee Members Comments		
XI. Adjournment	Chair PerezGil adjourned the meeting at 5:28 p.m.	*Audio recording available on the website at http://dhcd.org/Agendas-and-Documents*

ATTEST: _____

　　　　　Evett PerezGil, Chair/ President, Board of Directors
　　　　　Program Committee

Minutes respectfully submitted by Andrea S. Hayles, Board Relations Officer

DESERT HEALTHCARE
D I S T R I C T   &   F O U N D A T I O N

Date: March 15, 2023

To: Program Committee

Subject: Activate Inclusion DEI Training

Staff Recommendation:
Consideration to approve a contract in the amount of $14,940 with Activate Inclusion for Board and Staff Development activities related to Diversity, Equity, and Inclusion (DEI).

Background:
- Reflecting demographic shifts happening in our country and our community, the Desert Healthcare District & Foundation has become increasingly more diverse, especially after the 2018 expansion.
- It is seemingly imperative to heighten our collective cultural awareness, learn about cultural interaction, and uncover hidden biases.
- Staff has explored opportunities to bring DEI training to the Board and the staff tailored to address the specific needs of the District.
- DEI training is crucial to building a safe and equitable workspace for all employees. It has the potential to help organizations uncover hidden biases, address unfair practices and behaviors, and to embrace colleagues of differing identities and backgrounds. It can also benefit the organization by building a more equitable, courageous, and compassionate culture, thus rising our growth potential and enriching how communities experience the District.
- Staff interviewed Activate Inclusion's DEI Executive Consultant Sindri Anderson (biography included), recommended by Director Zavala, who has experienced their training.
- At the request of the CEO, Activate Inclusion submitted the enclosed proposal, which staff recommends for approval.

Fiscal Impact:

$14,940 for DEI training sessions.

DEI Skill Development Proposal
Desert Healthcare District & Foundation
March 2, 2023

Activate Inclusion has provided DEI consulting/training, leadership development and coaching services for over 16 years. We have partnered with organizations across sectors and industries to develop a strategic, data-based approach to addressing equity, inclusion, and diversity opportunities. We begin with a discovery process as the basis to co-creating the delivery plan. Unlike other firms who exclusively provide DEI training, we are organizational and leadership development experts who know how to create sustainable culture change.

We have worked with hundreds of organizations of all sizes and from non-profit, governmental, and for-profit sectors. We are avid learners and continue to develop and update material, ensuring the learning is relevant and actionable.

We have an array of training content (our Lego set) built to address self, others and organizational development. Our learning sessions help employees understand systemic issues, build new mindsets, and then adopt skills and practices to drive an equitable and inclusive work culture that yields equitable outcomes for clients and stakeholders.

For Desert Healthcare District, we are proposing the following approach.

Data-Gathering: We would interview all Board members individually and conduct a survey for the staff. The data would be used to customize the training content and offer insights for where ongoing awareness and development are needed. While maintaining strict confidentiality, the data also enables us to identify situations and scenarios that are realistic and relevant, ensuring that learning transfers easily into the real world.

Training: We recommend 6 hours of highly interactive education total with brief pre/post work assignments offered in two cohorts: (1) Board Members (2) all employees. Below is a sample curriculum for live virtual training utilizing three 2-hour modules. All sessions are highly interactive and center on real issues & opportunities for your organization. For Zoom sessions, the training team includes a facilitator and a producer who handles all interactive elements and trouble shoot any technical issues. We also provide a participant workbook with all content as well as exercises and space for personal notetaking.
Below is an overview of the potential training program.

Connection across Difference	Practicing Inclusion	Centering Equity
Welcome/Introduction	Debrief Prework	Debrief Prework
Exploring Identity	Understanding Implicit Bias & Microaggressions	Tools & Concept Review
Understanding Context & Terminology		Allying & Courageous Conversations
Dynamics of Power & Privilege	Skills & Tools	Application
Reflection & Take Aways	Scenario Applications	Advancing Equity
Post-work Assignment	Reflection & Take Aways	Close & Next Steps
	Post-work Assignment	

Sample Content

IDENTITY IS COMPLEX!

We are all comprised of a range of internal, external and organizational identities.

Reflection

Answer the questions on the worksheet

Activate
INCLUSION

PRIVILEGE DEFINED

"Unearned access to social power
based on membership in a dominant social identity group"

- Rights, benefits and advantages beyond the advantages experienced by other individuals

- Varies by country, society, region, etc.

- Often invisible to those who have it, can be emotional and/or psychological...an automatice sense of belonging

- All of us have some form of privilege. Does not imply lack of work ethic or achievement based on effort

Activate
INCLUSION

COURAGEOUS CONVERSATIONS: A PARADIGM SHIFT

From	To
These messy conversations are necessary evils or distractions from the important work we do, and may harm relationships	*Done well, courageous conversations are critical opportunities to advance our culture, work and mission.*
I avoid these difficult conversations whenever possible.	*I scan my world for potential courageous conversations that build relational connection and an inclusive culture*

Credit: Social Transformation Project

Activate
INCLUSION

APPLIED EMPATHY & DEEP LISTENING

Cognitive: Understand others' feelings

Emotional: Feel with others, "walk in their shoes"

Empathic concern: address others' needs

Content

explicit

implicit

facts, story message, theme

Emotions

feelings, subjective essence

Purpose/Values

goal, purpose, meaning, values
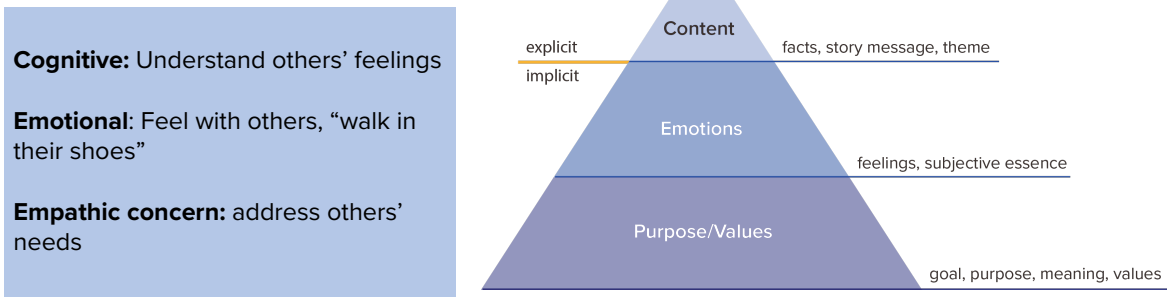
Regulate Your Emotions: Notice, Name, Breathe, Pause, Ask

Act**i**vate
INCLUSION

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APPLY AN EQUITY LENS

- **Normalize** conversations about power, privilege and dominant culture patterns

- Address **hidden biases in every decision**, question assumptions about choices, resources and access.

- **Identify** who will benefit or be burdened by a given decision or action... micro or macro

- **Seek to understand** potential and existing unintended consequences

- **Develop strategies** to advance equity and mitigate negative impacts... interpersonal, between groups and systemically
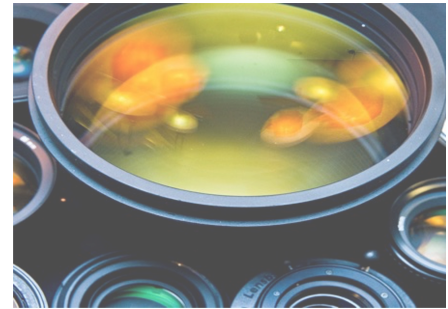
Act**i**vate
INCLUSION

The Consulting Team

Tres Jiménez
Senior Consultant, Coach

By diagnosing and assessing needs with her clients, Tres is able to co-create innovative and customized solutions for personal and organizational growth and development. Tres' working style is collaborative, strategic, and directly tied to their vision, culture, and goals. Her authentic and energetic facilitation style ignites passion in the process of design co-creation and implementation of individual and team learning, problem solving, innovation and effectiveness. She has provided DEI, leadership development and coaching services to a wide variety of organizations and across all sectors.

Prior to joining Activate, Tres held leadership roles in the manufacturing and buying functions of the top apparel and home-décor corporations. Tres gained the reputation as an "intra-preneur" by launching several new categories and collaborations. Tres' success in leading and mentoring led her to the world of Organizational Effectiveness where she collaborated with business leaders to assess, motivate and develop individual people and teams. Tres is certified as an innovation facilitator and qualified in leadership skill topics and assessment instruments as part of her coaching toolbox.

Prior to Activate, Tres held senior leadership roles in Gap, Banana Republic and Pier One.
In addition to her work through Activate Inclusion, Tres serves on the board of a non-profit for manufacturers in San Francisco, where she also acts as an advisor, coaching and business mentorship to new and growing companies. Tres is also an avid outdoor adventurer and a running coach for a group of women that run long distance trail races.

Sindri Anderson
Executive Consultant

Sindri is committed to helping organizations build equitable, courageous, and compassionate cultures. At Activate, her portfolio includes high-stakes facilitation, diversity/equity/inclusion consulting, organizational development, and executive coaching engagements. Her approach is optimistic, practical, and results-based, while focusing on accelerated collective and individual development.

Sindri has held both internal management and external consulting positions, providing expertise in diversity/equity/inclusion, leadership development, executive coaching, organizational development and culture change. She has consulted to a variety of organizations in the public, private and not-for-profit sectors.

She started her career at Hewlett Packard in a divisional Organizational Development role and led diversity training for several sites. At Levi Strauss & Co., she headed up diversity programming, led the Americas' Training & Development team and launched the first global leadership development effort. At Context Integration and Wind River Systems, she was the head of Organizational Effectiveness, defining the role for the first time in both cases.

Sindri founded Activate Inclusion in 2021, birthed from a desire to create a strategic group of like-minded individuals all having a passion and commitment to diversity, equity, and inclusion. Previously, she had co-founded Enact Leadership and grew it to a diverse, seasoned team of 30 individuals.

She received her BA in Russian from Carleton College, an MFA in Theatre from the University of Iowa, and her MBA from the Haas School of Business, University of California, Berkeley.

Pricing Table

Data collection, analysis, design customization, training material design/production, project management, client communication	$4000
Delivery: • 2 Cohorts @ $6000 each with 1 facilitator & 1 producer with follow up support for individuals as needed through training process • Debrief with sponsor, including organizational insights and recommendations report (Pricing would be the same for virtual and in-person)	$12,600
Sub Total	$16,600
10% courtesy discount	$1660
Total	$14,940

Note that any travel requested by the client will be billed additionally, to include a fee for travel time as well as costs such as airline, meals, hotel, car rental etc.

DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 14, 2023

To: Program Committee

Subject: Grant #1296 Coachella Valley Volunteers in Medicine – no cost grant extension for four (4) months

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Staff recommendation: forward to the Board of Directors a recommendation to approve a four (4) month no-cost grant extension, extending the grant agreement through March 31, 2023.

Background: On November 23, 2021, the Desert Healthcare District Board of Directors awarded a $154,094 grant to Coachella Valley Volunteers in Medicine, for "Improving Access to Healthcare Services". The term of the grant was from December 1, 2021 through November 30, 2022.

Current: Per the email (attached) Executive Director Doug Morin, the request for a four (4) month no cost grant extension is in response to needing the extension to meet goal # 2 of providing 24 remote clinics (telehealth). Coachella Valley Volunteers in Medicine completed 12 clinics before November 30, 2022. There will be no changes to the budget or the scope of work.

Fiscal Impact: none

Erica Huskey

To: Donna Craig; Doug Morin
Subject: RE: Grant #1296

From: Donna Craig <dcraig@dhcd.org>
Sent: Tuesday, February 21, 2023 12:47 PM
To: Doug Morin <doug.morin@cvvim.org>
Cc: Erica Huskey <ehuskey@dhcd.org>
Subject: RE: Grant #1296

Hi Doug – thank you for your email and a request for a 4 month no-cost grant extension in order to complete the deliverables. We will place the no-cost extension on the March agenda of the Program Committee and then the March Board meeting.

Thank you, as well, for the detailed information on expanding cultural competency to your clients. What lessons learned! Hopefully we can share this with other service providers and the "Welcome" package and videos could be replicated throughout !

Donna

DONNA CRAIG
CHIEF PROGRAM OFFICER
P: 760.323.6700
M: 760.567.0309. Please use my mobile number for all contacts.
1140 N. Indian Canyon Drive
Palm Springs, CA 92262
dhcd.org

Advancing *community wellness* in the Coachella Valley

An ACHD Certified Healthcare District

From: Doug Morin <doug.morin@cvvim.org>
Sent: Monday, February 20, 2023 11:53 AM
To: Donna Craig <dcraig@dhcd.org>
Subject: Grant #1296

Donna,

Thank you for meeting with me recently regarding the above grant "Improving access to healthcare services". I would like to request an extension of the grant period to March 31, 2023 as we did not meet our targeted goal (#2) of providing 24 remote clinics (telehealth) during the grant period. As stated in our first and second

reports, we did complete 12 clinics before November 30, 2022, only 50% of goal. Extending our grant by 4 months will give us additional time to meet this goal.

Additionally, when I submit the Final Report, I would like to share more information and examples on cultural competency (goal #3) that we have undertaken since the initial grant end date. Specifically, understanding that adults learn in various ways (visual, auditory, kinesthetic) we are undertaking various steps to ensure, as much as possible, that we are cognizant of these and incorporating all three methods in our communications and educational efforts with patients. For example, when instructing patients how to take their glucose levels with a glucometer, we always explain how (auditory), then demonstrate (visual) and then watch them take their measurement (kinesthetic). One of our educational objectives this year is to do even more, and so we will continue to teach, demonstrate AND now, provide an instructional sheet using VTS (Visual Teaching Strategies) such as pictures or infographics, for visual learners. In addition to the instructional handout, we are also developing short videos in "common" English and Spanish for posting to YouTube; first however, we will include a QR Code on the instructional handout to the video to enable patients to access the auditory instruction after their visit. Videos will be by our medical assistants, whom the patients already trust, to further the education the patient is receiving and has access to. More than just considering how adults learn however, the VST/Infographic instructional handout will also assist patients who are illiterate in reading or writing English or Spanish language, as well as patients who have a hearing deficit. For patients who have a visual deficit, the instructions will be available in high contrast colors and QR Codes will be displayed in a larger size.

Also, one of the things we have learned from our discussions with patients is that many of them are new, or first-generation immigrants, most commonly coming from countries where going to a doctor is considered a privilege reserved for the wealthy. Thus, patients often don't understand the premise of free care - there must be a catch somewhere - and they don't understand the importance of completing lab tests that have been ordered for them, or the need for follow-up appointments, or the value of wellness visits, vaccinations and other routine medical care visits. So, this year we are also in the process of developing a "Welcome Booklet" for patients that explains, in simple and common English and Spanish, the services we provide and how we can do this without any cost to them, ever! We are using a patient advisory group to inform us on their impressions and thoughts of the booklet once complete and before we begin to provide it to all patients, new and current, around mid-year.

Please let me know if you have any questions, otherwise, I'll look forward to hearing from you.

Doug J. Morin
Executive Director
Direct: (760) 625-0760
Email: doug.morin@cvvim.org

viM Coachella Valley Volunteers in Medicine

Mail Address: PO Box 10090 | Indio, Ca | 92202
Facility Address: 82915 Avenue 48 | Indio, Ca | 92201

Have you considered leaving a gift to CVVIM in your estate plan? Contact us to learn more today.

DESERT HEALTHCARE DISTRICT GRANT EXTENSION AGREEMENT

This agreement is entered into by the Desert Healthcare District ("DISTRICT"), a California health care district organized and operating pursuant to Health and Safety Code section 32000 et seq., and Coachella Valley Volunteers In Medicine ("Recipient"), a California nonprofit 501(c)3, and is effective upon execution by both parties.

1. **Grant Extension**

   Purpose and Use of Extension: Coachella Valley Volunteers In Medicine is hereby granted a 4-month extension to the original grant agreement approved on November 9, 2021 for Improving access to healthcare services

   No additional funds will be disbursed. RECIPIENT shall use remaining dollars, if any, from original grant amount of $154,094 during extension period.

2. **Term of Agreement**

   The amended end of term of this agreement shall be 3/31/2023.

3. **Agreement Requirements**

   RECIPIENT shall submit a final report with tracking documents to DISTRICT within thirty (30) days from the expiration of this agreement. All other requirements and conditions not specified in this extension agreement remain the same as in the original grant agreement.

4. **Signatories**

   The persons executing this extension agreement on behalf of the RECIPIENT have been designated by the governing body or fiscal agent of the RECIPIENT as the official signatories of this agreement and all related documents. At least one of these persons is a member of the RECIPIENT'S governing board, and both persons have the authority to execute this agreement on behalf of RECIPIENT.

RECIPIENT:

Coachella Valley Volunteers In Medicine
PO Box 10090
Indio, California 92202

Name: President/Chair of RECIPIENT   **Name:** Executive Director
Governing Body

_____   _____
PLEASE PRINT   PLEASE PRINT

_____   _____
SIGNATURE   SIGNATURE

_____   _____
DATE   DATE

Authorized Signatory for Desert Healthcare District:

Name: Conrado Barzaga, M.D.
Title: Chief Executive Officer

_____
SIGNATURE

_____
DATE

Desert Healthcare District
1140 N. Indian Canyon Dr.
Palm Springs, CA 92262

EXHIBIT B
(revised to reflect a four (4) month no cost grant extension)

PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

Project Title
Improving Access to Healthcare Services

Start/End
12/01/2021
~~11/30/2022~~
Amended to reflect a four (4) month no cost extension
3/31/2023

PAYMENTS:

(2) Payments: $69,342.00
10% Retention: $15,410.00

    Total request amount: $154,094.00

GRANT AND PAYMENT SCHEDULE REQUIREMENTS:

Scheduled Date	Grant Requirements for Payment	Payment
12/01/2021	Signed Agreement submitted & accepted.	Advance of $69,342.00 for time period 12/01/2021 – 5/31/2022
7/01/2022	1st six-month (12/01/2021 – 5/31/2022) progress report, budget reports and receipts submitted & accepted	Advance of $69,342.00 for time period 6/01/2022 – 11/30/2022
~~1/01/2023~~ 5/01/2023	2nd six-month (6/01/2022 – ~~11/30/2022~~ 3/31/2023) progress report, budget reports and receipts submitted & accepted	$0
~~1/15/2023~~ 5/15/2023	Final report (12/01/2021 – ~~11/30/2022~~ 3/31/2023) and final budget report submitted & accepted	$15,410.00 (10% retention)

TOTAL GRANT AMOUNT: $154,094.00

DELIVERABLES:
Program/Project Goals and Evaluation

Goal #1: Provide a minimum of 1,000 service contacts for healthcare and ancillary services during the grant period. Services shall include instances of medical appointments, health education, general and diabetes care management, social service assessments (using SDOH as a guide), labs, x-rays, imaging services, homeless medical outreach, and health/flu vaccination fairs. In-clinic, remote telemedicine and outreach services, such as homeless outreach and community fairs are all considered.	**Evaluation #1:** Track individual instances of scheduled service contacts on a monthly basis by service type and monitor ongoing patient volume to ensure overall service volume goals are being met.
Goal #2: Promote and provide a minimum of 24 remote telemedicine clinics to improve access to healthcare services in the community during the grant period.	**Evaluation #2:** Schedule and complete a minimum of 2 remote, telemedicine clinics each month. Numbers of clinics and patients scheduled and seen at each clinic, and services provided, will be monitored and tracked for recording purposes.
Goal #3: Ensure culturally competent services are provided at all times in the clinic, at remote clinics, and through our homeless medical outreach and community activities during the grant period.	**Evaluation #3:** Monitor and ensure all patient-focused marketing materials are provided in Spanish and other indigenous languages when appropriate; ensure Spanish speaking staff and volunteers are present at all times of service in the clinic, at remote telemedicine sites, during homeless outreach services and community activities.
Goal #4: Complete a minimum of 4 patient surveys from all patients receiving care during the grant period to evaluate patient perceptions of services received.	**Evaluation #4:** Using existing internal surveys, evaluate a random sampling of 20% of total patients served in each three-month period to solicit perceptions of quality of services received, culturally competency experienced, and overall satisfaction with CVVIM experience, and attain at least an 80% favorable rating from all surveys. Surveys will be reviewed for deficiencies and program changes will be identified, planned and implemented on an ongoing basis throughout the grant period to improve responses.

DESERT HEALTHCARE
DISTRICT & FOUNDATION

POLICY TITLE:	**GRANT & MINI GRANT POLICY**
POLICY NUMBER:	OP-05
COMMITTEE APPROVAL:	03-07-2023
BOARD APPROVAL:	03-28-2023

POLICY #OP-05: In accordance with Desert Healthcare District's mission and strategic plan it is the policy of the Desert Healthcare District ("District" or "DHCD") to establish guidelines for Grants & Mini Grants to provide health and wellness programs/projects for the benefit of the District residents and in alignment with the California Health and Safety Code requirements. Each fiscal year the Board of Directors will allocate a budget for both grants and mini grants awards.

The District Board may amend this policy as needed to be consistent with any state legislation regarding healthcare district grant programs.

GUIDELINES:

1. The District will administer the grant funds to assure transparent and responsible distribution of monies and to maximize the benefit to community members and fairness to grant recipients.

    1.a. All grants must align with the Desert Healthcare District & Foundation's ("DHCD/F") strategic plan. The strategic plan is available on our website, www.dhcd.org

    1.b. The Board will adopt a grant budget allocation each fiscal year during the annual budget process covering the period of July 1-June 30.

    1.c. Grant recipients should not assume there exists an entitlement to continued funding nor that similar funding will be available in future

years. However, this does not preclude a grant recipient from submitting additional grant applications.

1.d. Grant recipients must accept and adhere to the District's standard grant/contract terms and conditions as a stipulation of any grant award. This includes timely submission of required reports to allow District to monitor the fiscal and programmatic requirements of the grant. A Grantee who is not in compliance as identified in the Grant Contract may become ineligible to apply for future grants for a period of up to two (2) years.

1.e. The District will place a priority on collaboration with community agencies applying for grants, to maximize use of funds and impact while avoiding the fostering of competing programs that may make each such competing programs to become less effective.

Applicants who choose not to collaborate must demonstrate a distinction between their proposed services and those that may already be in place.

1.1 Grant requestors utilizing a fiscal agent may be considered; the application shall include a copy of a resolution adopted by the fiscal agent organization's board of directors approving of the action to act as an agent on behalf of the requestor.

1.2 Per AB 2019 and revised California Health and Safety Code Section 32139(c)(5), individual meetings regarding grants between an applicant and a District Board member, officer, or staff outside of the established grant process is prohibited. Staff may provide technical assistance, upon request, from potential and current Grantees.

2. _**Mini Grants**_ allow the Desert Healthcare District community to access support for small health initiatives that possibly do not have the capacity for a large program or

project. The mini grant application is processed by the administration of DHCD. Consideration is contingent upon the availability of funds, community health priorities, and the ability of the applicant to effectively administer the project programmatically and financially. The mini grant provides up to $10,000 per one request in a fiscal year. The request must align with the DHCD strategic goals and objectives.

3.   Grant Application Process – The grant application is available on the District's website at www.dhcd.org. The online application details the information necessary to submit an application such as required documents, detail of strategic plan focus areas, and other information based on specific grant application needs. The visual representation of the process of a submitted application is noted in the attached application process flowchart.

a. **Program Committee**

The Program Committee shall be responsible for oversight and for making recommendations to the Board, where appropriate, on District matters related to grant-making and related programs.

b. **Eligibility/Criteria**

3.b.1   The District awards grants only to organizations exempt from federal taxation under Section 501(c) (3) of the Internal Revenue Code or equivalent exemption; such as a public/governmental agency, program or institution. Except for mini grant recipients, all organizations must have current audited financial statements.

3.b.2   Some small organizations (annual revenue of $500,000 or less) may be financially unable to provide audited financial statements. Under certain circumstances defined by the ability of the organization and if the organization is able to provide a service to meet the mission of the District, the District may consider providing grant funds to

POLICY #OP-05   Page 3 of 7

complete a financial audit. The District may also consider providing grant funds to develop capacity building.

3.b.3   Organizations must directly serve residents of the Desert Healthcare District. Agencies physically located outside District boundaries would be eligible for funds upon demonstration that the residents of the District will be proportionately served.

3.b.4   Grants are available to organizations whose activities improve residents' health within at least one priority area of the District's strategic plan. Through investment of its grant dollars, the District supports programs, organizations and community collaborations with potential for achieving measurable results to underserved individuals and communities. Through the use of a grant scoring structure, consideration is given to projects or organizations that:

- Have proven records of success and capacity
- Have potential to impact the greatest numbers of District residents in alignment with strategic goals
- Can demonstrate the greatest potential to positively change health-related behaviors
- Are based on research and/or best practices that demonstrate effectiveness
- Have data available to measure progress, outcomes and relevance
- Have strong fiscal and operational governance

4. **Funding Restrictions**

4.1 The District's grants will NOT support the following:

- Individuals
- Endowment campaigns

- Retirement of debt
- Annual campaigns, fundraising events, or expenses related to fundraising
- Programs that proselytize or promote any religion or sect, or deny services to potential beneficiaries based upon religious beliefs
- Expenses related to lobbying public officials
- Political campaigns or other partisan political activities
- Unfunded government mandates
- Replacement funds to allow funding to be shifted to other programs or budget areas
- Any organization who discriminates against others based on, including, but not limited to race, color, creed, gender, gender identity, sexual orientation or national origin.

5. Application Process

Please refer to attached Application Process flowchart

5.1   Grant Declination Appeals Process

Any applicant who wishes to appeal their grant declination must follow the guidelines below:

1. Submit in writing the request for appeal and the specific focus point/criteria the DHCD/F is being asked to consider.
2. The written request must be submitted to the Chief Program Officer within 30 calendar days of receipt of the declination notification.
3. The DHCD/F will review said request and will respond in writing within 60 calendar days of receipt of the grant declination appeal request (process for review and final determination).

6. No-Cost Grant Extension

6.1 Under a No-Cost Extension, grantees may extend a grant's project period one time for up to 12 months. A No-Cost Extension may be requested when the following conditions are met:

    6.1.1 No term of award specifically prohibits the extension

    6.1.2 Project's originally approved scope will not change

    6.1.3 The end of the project/grant period is approaching

    6.1.4 There is a programmatic need to continue

    6.1.5 There are sufficient funds remaining to cover the extended effort

6.2 The Desert Healthcare District always retains the right to decline the request. Examples of reasons to decline might include:

    a. An extension may not be granted solely because there is money left over. Programmatic benefit must be justified.

    b. Deliverables as outlined in Exhibit B (Payment Schedule, Requirements & Deliverables) have been met.

6.3 Process:

Grantee must submit a written request to the DHCD/F at least 30 days before the end of the current project period. The request should be sent to the Grant Department and include the following information:

    1. The amount of funds remaining, and an explanation for why they have not been spent

    2. Rationale for continuing the project

    3. An explanation of why the project has not been completed

    4. Inclusion of a detailed work plan and how all unfinished activities will be completed by the proposed end date

AUTHORITIES

Desert Healthcare District Bylaws Article V, section 5.6

California Health and Safety Code section 32132

DOCUMENT HISTORY

Revised   03-28-2023
Revised   12-20-2022
Revised   02-22-2022
Revised   02-23-2021
Revised   03-24-2020
Revised   05-28-2019
Revised   05-24-2016
Approved   02-20-2012

DESERT HEALTHCARE
DISTRICT & FOUNDATION

POLICY TITLE:	**GRANT & MINI GRANT POLICY**
POLICY NUMBER:	OP-05
COMMITTEE APPROVAL:	03-07-2023
BOARD APPROVAL:	03-28-2023

POLICY #OP-05: In accordance with Desert Healthcare District's mission and strategic plan it is the policy of the Desert Healthcare District ("District" or "DHCD") to establish guidelines for Grants & Mini Grants to provide health and wellness programs/projects for the benefit of the District residents and in alignment with the California Health and Safety Code requirements. Each fiscal year the Board of Directors will allocate a budget for both grants and mini grants awards.

The District Board may amend this policy as needed to be consistent with any state legislation regarding healthcare district grant programs.

GUIDELINES:

1. The District will administer the grant funds to assure transparent and responsible distribution of monies and to maximize the benefit to community members and fairness to grant recipients.

    1.a. All grants must align with the Desert Healthcare District & Foundation's ("DHCD/F") strategic plan. The strategic plan is available on our website, www.dhcd.org

    1.b. The Board will adopt a grant budget allocation each fiscal year during the annual budget process covering the period of July 1-June 30.

    1.c. Grant recipients should not assume there exists an entitlement to continued funding nor that similar funding will be available in future

years. However, this does not preclude a grant recipient from submitting additional grant applications.

1.d. Grant recipients must accept and adhere to the District's standard grant/contract terms and conditions as a stipulation of any grant award. This includes timely submission of required reports to allow District to monitor the fiscal and programmatic requirements of the grant. A Grantee who is not in compliance as identified in the Grant Contract may become ineligible to apply for future grants for a period of up to two (2) years.

1.e. The District will place a priority on collaboration with community agencies applying for grants, to maximize use of funds and impact while avoiding the fostering of competing programs that may make each such competing programs to become less effective.

Applicants who choose not to collaborate must demonstrate a distinction between their proposed services and those that may already be in place.

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Revised	05-28-2019
Revised	05-24-2016
Approved	02-20-2012

DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 14, 2023

To: Program Committee

Subject: Grant Management Software

Staff Recommendation:
Approve the purchase of Foundant Grant Lifecycle Manager (GLM) software effective April 1, 2023.

Background:
Since 2008, the Desert Healthcare District/Foundation has been utilizing Blackbaud Grantmaking (formerly GIFTS) as its primary grants management software. Blackbaud Grantmaking has since become an antiquated system that is far less user-friendly for applicants / grantees and more cumbersome than newer and simpler software options with more features.

Discussion:
DHCD/F staff researched and compared three software options (Foundant Technologies Grant Lifecycle Manager, Submittable, and WizHive) to Blackbaud Grantmaking. Presentations were given to staff by representatives of Foundant and WizHive, along with the opportunity to have a discussion and receive feedback from local grantmaking organizations currently using each of those grant management software platforms.

Staff recommends Foundant Technologies Grant Lifecycle Manager software:
- User-friendly interface for applicants and grantees
  - Ability to invite other staff members within the grantee organization to collaborate on an application without sharing account login information
  - Google Translate integration to increase accessibility
  - Ability to communicate with applicants/grantees within the platform by allowing District staff to add comments to sections of an application or report that require additional details, thus reducing email correspondence
  - Ability to list open grant and RFP opportunities and requirements within the platform to simplify the grantee's ability to apply for funding
- User-friendly interface for District staff
  - Dynamic drag and drop software (no coding required) that allows staff to quickly and easily revise application or report forms without interrupting applications and/or reports that are in-progress
  - Easy to identify the process/flow of a request with Grant Lifecycle Manager
  - Ability to see applications in progress (before submitted)
  - Ability to create question branching (new questions based on applicant's responses) on applications and reports

Timeline:
- 8 – 10 week migration process *(depending on Blackbaud)*
- 6 –10 week training, configuration, and implementation (setting up processes and user workflows, building application and report forms, creating auto emails, etc.) This can occur concurrently with migration process.

Blackbaud Grantmaking

The current annual software subscription costs with a three-year contract:
- **Total Year 1:** $ 21,785.49 (an increase of $4K+)
- **Total Year 2:** $ 23,528.33
- **Total Year 3:** $ 25,410.60

Foundant Grant Lifecycle Manager
- Initial set-up fee:
    - Historical data migration fee is approximately $1,000
    (we will receive a quote for the actual migration costs after meeting with Foundant's migration team)
    - Advanced GLM Training fee for up to 3 staff members $3,000

- Two-year contract subscription cost $16,500 **($8,250 per year)**
    - Price increase is usually around 4.5% when the two-year contract is renewed. Increase is limited to no more than 10%.

Fiscal Impact: Current line item expense in approved FY22/23 budget and to be carried over into FY23/24 budget
Savings: $13,535.49 first year

Foundant Technologies, Inc. Contact:

Maggie Hickman
maggie.hickman@foundant.com
143 Willow Peak Drive
Bozeman, MT 59718

Desert Healthcare District Contact:

Donna Craig
dcraig@dhcd.org

, CA

Software and Services Chart ("Software and Services Chart"):

SKU & Qty.	Product Description	Subscription Term	Price ("Price")	Cost (USD)
GLM2ADV 1	**Grant Lifecycle Manager (GLM) - Advanced Two-Year Licensed Subscription** Includes 5 GLM Grant Processes, hosting, maintenance and support with no limitations on the number of users or incoming requests.	-	$16,500.00	**$16,500.00**
GLMADVADMIN3-22 1	**GLM Training for up to 3 Administrators: Advanced License** GLM Training for up to 3 Administrators: Advanced License	-	$3,000.00	**$3,000.00**
			Total:	**$19,500.00**

Client Order Form for Grant Lifecycle Manager ("GLM") and Scholarship Lifecycle Manager ("SLM")

1. Foundant Technologies, Inc.'s Platform access and Services are provided in accordance with the terms and conditions listed in this Client Order Form ("Client Order Form") as well as those set forth in the following, which are incorporated by reference, and collectively with any Statements of Work ("**SOW**") represent the Agreement (the "**Agreement**") between Desert Healthcare District, , , CA (the "**Client**"), and Foundant Technologies, Inc., a Montana company located at 143 Willow Peak Drive, Bozeman, MT 59718 ("**Foundant Technologies**"):

   a. Master Subscription Agreement ("**MSA**") – https://www.foundant.com/legal
   b. Data Processing Agreement ("**DPA**") – https://www.foundant.com/legal
   c. Service Level Agreement ("**SLA**") – https://www.foundant.com/legal
   d. Professional Services Agreement ("**PSA**") – https://www.foundant.com/legal

2. All quoted prices are in U.S. dollars. All payments shall be in U.S. dollars and are due net thirty (30) days from the invoice date.

3. This Client Order Form is valid for ninety (90) days after issuance and shall become binding upon execution by Client and Foundant Technologies.

4. A five percent (5%) discount will be applied to Client purchases of access to two (2) SAAS subscriptions for Service Provider Software and a ten percent (10%) discount will be applied to Client purchases of access to three (3) or more SAAS subscriptions for Service Provider Software.

5. The term of the Agreement (the "Term") begins on the later date signed by both Parties below (the "Effective Date").

6. The Subscription Term(s) ("Subscription Term") for the Software commences on the initial date shown for each Subscription Term shown in the Software and Services Chart.

7. The Software identified in this Client Order Form requires Client to pay the Fees in full and in advance. Client will be invoiced for the Fees upon execution of this Client Order Form. All Platform access rights include maintenance and support with no limitations on the number of users.

8. Unless otherwise specified in the SOW, the Fees for Professional Services are fixed and will be invoiced upon execution of this Client Order Form. Travel expenses associated with Professional Services will be invoiced monthly, if incurred. All Professional Services shall expire at the end of the Subscription Term and must be initiated within the first twelve (12) months of the Effective Date of this Client Order Form.

9. Fees do not take into account any sales tax. Foundant Technologies collects and remits sales tax from our Clients located in certain state and local jurisdictions. Foundant Technologies determines your local taxing jurisdiction based upon shipping address (i.e., the primary business location from which the Platform is accessed). In order to determine if you are exempt from sales tax, you must provide proof of your organization's state sales tax exemption. Please note that states do not recognize your 501(c)3 letter as proof of exemption.

10. Should Foundant Technologies' Prices increase prior to your renewal date, we commit that your next renewal will be no more than a ten percent (10%) increase over your most current Price.

11. All GLM and SLM subscriptions include hosting, maintenance, and support with no limitations on the number of users.

12. GuideStar by Candid is licensed for up to one thousand (1,000) total lookups per Software subscription (as applicable) over the subscription term based on the items purchased via this Client Order Form.

13. Unless otherwise noted, client activity level is expected to be less than five thousand (5,000) online form submissions through GLM and/or SLM per week (as applicable). Any deviation from this expectation should be communicated by Client to Foundant Technologies at least thirty (30) days prior to the initiation of such activity and Foundant Technologies reserves the right to limit access to GLM and/or SLM (as applicable) if adequate notice is not provided.

14. Capitalized terms used but not defined herein have the meaning given in the Agreement.

15. If there are special conditions documented below, the order of precedence in the MSA shall apply.

Special Conditions:

By accepting this Client Order Form that references the MSA, DPA, SLA, PSA, and SOW(s), Client agrees to the terms and conditions of this collective Agreement. Any additional or different terms (whether included in your purchase order, your response to this proposal, or elsewhere) not expressly listed herein, shall be disregarded and shall not bind either Party.

Additionally, if you are entering into this Agreement on behalf of a Client or other legal entity, you warrant that: (i) you have the full legal authority to bind such entity and its Affiliates to these terms and conditions, and in the event such Affiliates exist, the term "Client" shall refer to such entity and its Affiliates; (ii) you have read and understand this Agreement; and, (iii) you agree, on behalf of Client, to this Agreement. If you do not have such legal authority, or if you do not agree with these terms and conditions, you must not accept this Agreement and shall not be permitted to use the Software or Services.

Desert Healthcare District		Foundant Technologies, Inc.	
By:		By:	
Name:		Name:	
Title:		Title:	
Date:		Date:	

Contact to receive invoice:

_____   _____
Billing Contact(s) Name   Billing Contact(s) Email

Is a Purchase Order required? (Check for Yes) ☐

FIXED PRICE STATEMENT OF WORK
Foundant Technologies, Inc.

This Statement of Work ("**SOW**"), effective as of the later date signed by both Parties below is between Desert Healthcare District, , , CA ("**Client**") and Foundant Technologies, Inc. ("**Foundant Technologies**" or "**Service Provider**") (singularly, a "**Party**" and collectively, the "**Parties**"), and describes the Professional Services to be rendered by Service Provider for Client pursuant to the Client Order Form and the Professional Services Agreement ("**PSA**").

Once executed by the Parties, this SOW shall be incorporated by reference into the PSA. In the event of any inconsistency or conflict between the terms and conditions of this SOW and the PSA, the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Capitalized terms used in this SOW shall have the meaning defined under the Agreement. This SOW may not be amended except in writing signed by a duly authorized representative of each Party.

1. PROJECT DESCRIPTION

1.1 Scope and Purpose of Document.

Service Provider will render the following Professional Services to assist Client with the implementation of GLM.

1.2 Deliverable(s) / Professional Services.

A. Grant Lifecycle Manager ("GLM") Setup:
1. Foundant Technologies will create one (1) GLM site instance in a sandbox environment and one (1) GLM site instance in a live environment for the Client.
2. Foundant Technologies will brand the live and sandbox environments based on the Client's website or brand standards within the product capabilities.
3. Foundant Technologies will import example process(es), data, and email templates into the Client's sandbox environment.
4. Foundant Technologies will prepare the site by performing the following actions:
   a. Adjusting site settings in sandbox and live within product capabilities and as supportable within client requirements.
   b. Creating accounts in sandbox and live environments for necessary Client users.

B. GLM Training:
1. Foundant Technologies will train the quantity of site administrators as stated in the Client Order Form.
2. Training calls and Foundant Courses; Foundant will train administrators on one complete process using an established training syllabus and access to Foundant Courses.
   a. Standard remote training calls and Foundant courses include:
      ▪ Eligibility Quiz, Letter of Intent, and Application;
      ▪ Evaluations;
      ▪ Decisions and follow-ups;
      ▪ Testing the process;
      ▪ Workflows and site management;
      ▪ Pre-go-live discussion; and,
      ▪ Reports and data sets.

C.   GLM transfer to Live Environment:
  1.   After completion of training and all processes are finalized in the sandbox environment, the system is configured and will be transferred to the live environment.

D.   GLM Post Go-Live Support:
  1.   Foundant Technologies will provide a mutually agreed upon amount of check-in calls throughout the first forty-five (45) days after Client goes live. Any requirement by Client to extend beyond that number of calls and days must be mutually agreed to by both parties.
      a.   Client will own the agenda for check-in calls.
  2.   A transition will then occur to the Client Success and Client Support teams.

E.   Project Management:
  1.   Schedule Management: managing timeline of project to ensure desired go-live date.
  2.   Scope Management: ensures all contracted deliverables are successfully delivered resulting in Client acceptance.
  3.   Ensures Foundant Technologies implementation specialist coordinates and establishes all requisite data discovery and design and training calls.
  4.   Reviewing assigned homework.
  5.   Resource Management: ensures proper resourcing is established for a successful delivery.
  6.   Managing expectations and project escalations as needed.

2.   CLIENT RESPONSIBILITIES AND ASSUMPTIONS

Client acknowledges that timely provision of and access to office accommodations, facilities, equipment (if applicable), assistance, cooperation, complete and accurate information, and data from Client's officers, agents, and employees (collectively, "**Cooperation**") are essential to the rendering of the Professional Services. Service Provider will not be responsible for any deficiency in performing the Professional Services if such deficiency results from Client's failure to provide full Assistance. Client acknowledges that if Service Provider's cost of providing Professional Services is increased because of Client's failure to meet the obligations listed in this SOW, failure to provide full Cooperation, or because of any other circumstance outside of Service Provider's control, then Client agrees to pay Service Provider for such increased costs. Such increased costs may include time during which Service Provider resources are under-utilized because of delays.

Client acknowledges that Service Provider's ability to render the Professional Services depends upon Client's fulfillment of the following responsibilities and assumptions:

2.1   Client Responsibilities.

1)   Maintain at least one unterminated Subscription Term(s) to the Software identified in a Client Order Form prior to the commencement of Professional Services for the Professional Services Period (as defined below).

2)   Provide Service Provider with unhindered access to the relevant (i) documentation and (ii) functional, technical and business resources having adequate skills and knowledge to support the performance of Professional Services, as requested by Service Provider.

3) Provide a safe and healthy workspace to all Service Provider personnel performing Professional Services at any location directed by Client for Professional Services to be performed (a "**Client Site**").

4) Provide any notices, and obtain any consents, necessary for Service Provider to perform Professional Services.

5) If, while performing Professional Services, Service Provider requires access to other vendor's products that are part of Client's system, Client will be responsible for acquiring all identified products and the necessary access and licensing rights for Service Provider to access such products on Client's behalf.

6) Be responsible for having Client's designated attendee, as agreed between the Parties, attend project team administrator training.

7) Administrators will complete assigned tasks prior to the training call(s).

8) Administrators are expected to dedicate time (4-8 weeks in total) to the full implementation of their site; starting with discovery and ending with the site administrator being fully trained and self-sustaining in the Software.

9) Clients are responsible for establishing their internal business workflow processes based upon the product capabilities.

10) Administrators are responsible for building all eligibility, application, evaluation, and decision, and follow-up forms as applicable to Client's workflows.

11) Administrators are responsible for testing all workflows prior to go-live.

2.2 Project Assumptions.

1) All Professional Services shall be performed remotely; however, at Client's request and in Service Provider's discretion, Service Provider may agree to provide Professional Services at a Client Site during the Professional Services Period. Client agrees to be responsible for any reasonable travel and out-of-pocket expenses incurred by Service Provider related to providing Professional Services at a Client Site.

2) All project documentation, presentations and project communications shall be in English.

3) Service Provider resources are not dedicated to any single project and are engaged across many projects for various Service Provider customers.

4) Any actions not expressly listed in Section 1.2 above or below in this project assumption four are outside the scope of the Professional Services.

    A. GLM Data migrations, follow up migrations, merge template builds, custom report builds, and custom print packets are separate Professional Services.

5) Project timeline estimates listed herein are based on availability of Client resources and key decision-makers. Lack of access to these resources and decision-makers or any change to project objectives will impact project timelines and costs.

6) Administrators will understand their grant process(es) and will be able to answer questions from the training team when they arise.

7) Transparent, honest, and open communications and raises questions/concerns in a timely manner to the Foundant team.

2.3 Professional Services Acceptance.

In accordance with Section 4 of the PSA:

- Service Provider will provide notice to Client when all Professional Services are completed.
- Upon receipt of such notice and determining that all Deliverables meet the acceptance criteria, Client shall: respond to such notice with a confirmation notice that all Deliverables have been completed.

No further obligations shall be required by either Party under this SOW upon mutual agreement by the Parties, in writing, that all Deliverables satisfy the acceptance criteria.

3. FEES & INVOICES

3.1 Professional Services Fees.

A. Fees

All Professional Services listed in this SOW are included in the Price for the Professional Services in the Software and Services Chart of the Client Order Form (the "Professional Services Fees"). Any discounts to the Professional Services Fees are reflected in the Client Order Form.

Professional Services Fees and any applicable taxes are invoiced and shall be paid by Client in advance of Professional Services being performed. Upon invoicing, payment for the Professional Services Fees becomes due, as per the payment terms in the Client Order Form. Other expenses (if any) related to the providing of the Professional Services are specified in the Client Order Form. Such expenses will be invoiced monthly as they are incurred.

Expenses are not included in the fixed fees and are an additional cost to Client.

Client acknowledges that the Professional Services Fees are based on the information provided to Service Provider and included in this SOW. Any requirement(s) not included herein are outside the scope of this SOW, will be handled through the Change Control Process defined below, and may result in additional cost.

3.2 Travel Expenses.

None.

3.3 Payment of Invoices.

Unless otherwise noted in the Client Order Form, Professional Services Fees are due net 30 from invoice date.

4. PROJECT MANAGEMENT

4.1 Designated Project Managers.

Project Managers shall be assigned and identified by each respective Party by the time of the project kick-off meeting.

Client and Service Provider each shall direct all inquiries concerning the Professional Services to the other Party's Project Manager. Client's Project Manager shall have the authority to approve Professional Services on Client's behalf. Service Provider's project manager shall have the sole right to exercise direct control and supervision over the work assignments of Service Provider resources.

4.2 Changes to SOW.

Changes identified by either Party shall be governed by this Section and Section 4.7 of the PSA. All change requests will be responded to by the other Party in a timely manner by identifying any impact to the schedule, scope, and/or budget of this SOW. Specifically, changes will include, without limitation:

a) Any scope items or work activities not listed in this SOW;
b) Provision or development of service deliverable not included in this SOW;
c) Any rework of completed or accepted Professional Services; or,
d) Delays due to acceptance criteria modifications.

Changes accepted by both Parties will be documented, including cost and schedule changes. All accepted changes signed by both Parties shall constitute a Change Order. All Change Orders are subject to the terms of the Agreement. Service Provider shall not be obligated to perform any tasks related to any SOW changes including, but not limited to, changes in time, scope, cost, or contractual obligations unless the Change Order: (i) is a written instrument duly executed by the authorized representatives of both Parties; and, (ii) references this SOW and identifies the specific Sections contained herein which are to be amended or modified.

4.3 Professional Services Schedule.

Unless otherwise agreed to in writing, the Professional Services must be completed within twelve (12) months from the signature date of the Client Order Form ("**Professional Services Period**"). In order for Service Provider to provide additional Professional Services to Client after the Professional Services Period, both Parties agree to enter into a separate Client Order Form and SOW for such additional Professional Services.

5. SIGNATURES

This SOW shall constitute the entire understanding between the Parties and is intended as the final expression of the Parties' agreement regarding the Professional Services to be provided by Service Provider.

IN WITNESS WHEREOF, the Parties hereto have caused this SOW to be duly executed by their authorized representatives and shall become effective as of the last date executed below.

Desert Healthcare District	Foundant Technologies, Inc.

By:		By:	
Name:		Name:	
Title:		Title:	
Date:		Date:	

Date: March 14, 2023

To: Program Committee – District

Subject: Progress and Final Grant Reports 2/1/2023 – 2/28/2023

The following progress and final grant reports are included in this staff report:

Voices For Children # 1314
Grant term: 7/1/2022 – 6/30/2023
Original Approved Amount: $60,000.
Progress Report covering the time period from**:** 7/1/2022 – 12/31/2022

Pueblo Unido CDC # 1331
Grant term: 7/1/2022 – 6/30/2024
Original Approved Amount: $50,000.
Progress Report covering the time period from**:** 7/1/2022 – 12/31/2022

Desert Cancer Foundation # 1289
Grant term: 1/1/2022 – 12/31/2022
Original Approved Amount: $150,000.
Final Report covering the time period from**:** 1/1/2022 – 12/31/2022

Grant Progress Report

Voices for Children, Grant#: 1314

Court Appointed Special Advocate (CASA) Program

Strategic Plan Goal:
Goal 2: Proactively expand community access to primary and specialty care services
Goal 3: Proactively expand community access to behavioral/mental health services

Strategic Plan Strategy:

Strategy 2.7 Utilize an equity lens to expand services and resources to underserved communities (Priority: High)

Strategy 3.7 Collaborate/Partner with community providers to enhance access to culturally sensitive behavioral/mental health services (Priority: Moderate)

Reporting Period: 7/1/2022 - 12/31/2022

Jessica Munoz
  Tel: (851) 357-9100
  JessicaM@speakupnow.org

Grant Information

Grant Amount: $60,000

Paid to date: $27,000

Balance: $33,000

Due Date: 2/1/2023

Goals and Evaluation

The specific benefits or measurable impact to be achieved by: (6/30/2023):

Progress Outcomes:
Voices for Children (VFC) is pleased to report that we are on track to achieve each of our program goals.

Goal #1:
By June 30, 2023, 30 underserved Coachella Valley youth in foster care will be matched with a CASA who will ensure that they receive primary and/or specialty healthcare services.

This project goal coincides with the District and Foundation's Strategic Plan performance measure: "# of individuals who were connected to primary and specialty healthcare services in underserved communities" under strategy 2.7: "Utilize an equity lens to expand services and resources to underserved communities."

Progress of Goal #1:
Goal 1: By June 30, 2023, 30 underserved Coachella Valley youth in foster care will be matched with a CASA who will ensure that they receive primary and/or specialty healthcare services.

Progress: As of December 31, 2022, 30 Coachella Valley youth in foster care have been matched with a VFC CASA. Each child was referred for CASA services by judges, attorneys, and social workers. Each CASA completed 35 hours of initial training through Advocate University, VFC's internal CASA training program.

VFC Advocacy Supervisors are monitoring each child's access to health services through monthly updates from CASAs. Advocacy Supervisors maintain detailed case notes about a child's overall health, emerging health issues, and medical care. Every six months, Advocacy Supervisors and CASAs are submitting a comprehensive court report which includes information about a child's health, including information about their medical and dental exams, immunizations, prescribed medications, developmental milestones, and access to health services.

Goal #2:
By June 30, 2023, the 30 underserved Coachella Valley youth in foster care who have been matched with a CASA will receive access to any necessary behavioral/mental health services.

This project goal coincides with the District and Foundation's Strategic Plan performance measure "# of individuals who were connected to behavioral/mental health services" under strategy 3.7 "Collaborate/partner with community providers to enhance access to culturally-sensitive behavioral/mental health services."

Progress of Goal #2:
Goal 2: By June 30, 2023, the 30 underserved Coachella Valley youth in foster care who have been matched with a CASA will receive access to any necessary behavioral/mental health services

Progress: As of December 31, 2022, the 30 Coachella Valley youth in foster care who have been matched with a CASA are receiving access to any necessary behavioral/mental health services. VFC Advocacy Supervisors monitor each child's behavioral and mental health on a monthly basis as they receive updates from CASAs. The comprehensive court report that Advocacy Supervisors and CASAs develop every

six months includes information about a child's mental health, access to behavioral and mental health services, therapeutic goals and progress, and prescribed medications.

Progress on the Number and Location of District Residents Served

Proposed number of District residents to be *directly* served:
Total: 30

Progress on the number of District residents *directly* served:
Total: 30

Proposed number of District residents to be *indirectly* served:
Total: 0

Progress on the number of District residents *indirectly* served:
Total: 27

Geographic area(s) served during this reporting period:
Cathedral City
Coachella
Desert Hot Springs
Indio
La Quinta
Mecca
Palm Desert
Palm Springs
Rancho Mirage

Project Tracking:

- **Is the project on track?** Yes

- **Please describe any specific issues/barriers in meeting the desired outcomes:**

  VFC has encountered no issues or barriers that will prevent us from meeting program goals.

- **If the project is not on track, what is the course correction?** N/A

- **Describe any unexpected successes during this reporting period other than those originally planned:**

  VFC was honored that our staff and CASA volunteers received attention in multiple local publications during the grant period. We celebrate media attention since it helps us to grow our network and spread the word about the need for CASA volunteers to serve children in the Coachella Valley. CASA Tessa Voss was featured

in Palm Springs Life (https://www.palmspringslife.com/40-under-40-tessa-voss/) and our Philanthropy Manager, Brianna Miller, and Executive Director, Jessica Muñoz were featured in Desert Charities News's Women in Philanthropy (https://issuu.com/awodigitaledition/docs/desert_charities_nov_dec_2022?fr=sODNi ZjUzOTEwNzY). Desert Charities News also highlighted the need for additional community members to step forward as CASA volunteer Voices for Children's https://www.dcnnews.com/volunteers-needed-to-advocate-for-riverside-county-youth-living-in-foster-care/.

We would also like to share a story to celebrate the impact the DHCD grant is having in the lives of Coachella Valley children in foster care:

███████-year-old █████ has been in and out of the foster care system ever since he was a toddler. He re-entered the foster care system in 2016 after suffering physical abuse and neglect at the hands of his parents. Since entering care, █████ has lived in 12 different foster and group home placements.

█████ has been matched with CASA █████████ since 2021. Although he is slow to trust adults, he has built developed a trust-based relationship with █████████ during her consistent bi-monthly visits. Like many youth who have experienced trauma, █████ has significant mental health challenges, including depression and anxiety. In addition to his mental health challenges, █████ suffers from extreme nosebleeds, and he recently told █████████ that he is having trouble seeing the board at school.

█████ has changed placements multiple times since he was matched with █████████, and she is the now the adult on his case who is most familiar with his medical and behavioral history. Each time █████ changes placements, there is a risk that he may experience delays or gaps in his access to critical health and behavioral health services. This fall, █████ changed placements twice within a five-week period. During this time, he also lost access to the therapist who he had been working with for over a year. █████████ submitted a court report with detailed information about █████'s unaddressed health and behavioral health needs. She included a reminder that █████'s former therapist had recommended that he undergo a medication evaluation with a psychiatrist based on some emerging psychological symptoms she had observed. █████████ also reminded that team that █████'s nose cauterization had been delayed two times due to home placement changes, and she recommended that he be screened by an optometrist.

After the court hearing, █████'s attorney reached out to █████████ to thank her for the critical information she had provided. █████ received the cauterization surgery and he has upcoming appointments with a psychiatrist and an optometrist. If it were not for █████████'s advocacy, █████ may have gone without access to critical services. Thank you to the Desert Healthcare District for supporting children like █████ to have the advocacy of CASAs like █████████.

Grant Progress Report

Pueblo Unido Community Development Corporation, Grant#: 1331

Interim Drinking Water Program Core Support

Strategic Plan Goal:
Goal 3: Proactively expand community access to behavioral/mental health services.

Strategic Plan Strategy:
Strategy 3.7 Collaborate/Partner with community providers to enhance access to culturally sensitive behavioral/mental health services.

Reporting Period: 7/1/22 to 12/31/2022

Sergio Carranza
  Tel: (760) 777-7550
  scarranza@pucdc.org

Grant Information

Grant Amount: $50,000

Paid to date: $11,250

Balance: $38,750

Due Date: 2/1/2023

Goals and Evaluation

The specific benefits or measurable impact to be achieved by: (6/30/2024):

Progress Outcomes:
Pueblo Unido CDC (PUCDC) is well on track to meeting our goals. We are developing the schedule for quarter 1 of 2023 for additional Point-of-Use (POU) installations, quarterly arsenic sampling and monitoring. We continue to work with the U.S. Environmental Protection Agency (EPA) and other regulatory agencies to ensure Polanco mobile home park residents are receiving resources and tools needed to regulate their small water systems and comply with the appropriate regulations. Outreach is ongoing, reaching Polancos that have high levels of contaminants and that do not have any source of treatment.

Goal #1:
By July 2024, PUCDC will provide environmental and public health training and education resources to at least 480 low-income residents of Polanco mobile home parks

in the Eastern Coachella Valley through one Health Resources Fair (Spring 2023), three capacity-building training workshops (1st, 2nd and 4th quarters of calendar year 2023); and eight community meetings (2023-2024). This project goal coincides with the following DHCD Strategic Plan performance measures: "# of community awareness activities related to educating the community around behavioral/mental health services and resources"; "# of individuals reached through behavioral/mental healthcare community awareness activities (indirect)"; and "# of individuals who were connected to behavioral/mental health services and resources (direct)" under strategy 3.6 Educate community residents on available behavioral/mental health resources.

Progress of Goal #1:
During the reporting period, PUCDC made the decision to change direction on the original proposed goal due to the urgency around safe drinking water in the Eastern Coachella Valley, especially in the vicinity around Oasis Mobile Home Park and the active involvement of the U.S. EPA. PUCDC provided technical assistance to the Polanco mobile home parks that transitioned from being regulated by Riverside County to the U.S. EPA.

In collaboration with the U.S. EPA, Pueblo Unido assisted a total of 19 Polanco mobile home parks in developing a compliance plan for arsenic and other contaminant treatment. This included creating a schedule for POU installations for seven mobile home parks under an Emergency Notice for high levels of arsenic. In addition, PUCDC hosted two community meetings and three individual Polanco meetings to discuss the compliance plan and site sample plans. This included information about the water quality, the Safe Drinking Water Act, and best practices for access to safe drinking water.

PUCDC assisted the park owners in collecting water samples, recording and sharing the analytical results with residents to build trust in the safety of the treated water and the importance of working together to ensure compliance and safety.

Goal #2:
By July 2024, PUCDC will expand access to safe drinking water by installing 96 under the sink Reverse Osmosis water filtration systems to provide drinkable water and of improved quality for an estimated 480 low-income residents of Polanco mobile home parks in the Eastern Coachella Valley. This project goal coincides with the DHCD Strategic Plan performance measure "# of individuals who received culturally-sensitive behavioral/mental health services" under strategy 3.7 Collaborate/partner with community providers to enhance access to culturally-sensitive behavioral/mental health services.

Progress of Goal #2:
Eighty (80) new POU units were installed during this period at ten different Polanco mobile home parks serving 320 people. Five of those Polanco parks received an Emergency Notice from U.S. EPA at the beginning of 2022. PUCDC worked with the U.S. EPA and the park owners during this time to create a plan that will move these

parks into compliance with the Safe Drinking Water Act, treating the arsenic and monitoring the POU units to ensure residents have access to safe drinking water at their home.

Progress on the Number and Location of District Residents Served

Proposed number of District residents to be *directly* served:
Total: 480

Progress on the number of District residents *directly* served:
Total: 320

Proposed number of District residents to be *indirectly* served:
Total: 4,000

Progress on the number of District residents *indirectly* served:
Total: 812

Geographic area(s) served during this reporting period:
Mecca
North Shore
Oasis
Thermal

Project Tracking:

- **Is the project on track?** Yes

- **Please describe any specific issues/barriers in meeting the desired outcomes:**

  The most challenging part of this cycle was the need to put the goals into implementation on an urgent time schedule. A great partnership between the U.S. EPA and PUCDC was leveraged, however, the U.S. EPA team is not local to the area, which limits the access to resources the agency has to offer, both to the people it serves and to PUCDC as a technical assistance provider. PUCDC's capacity for implementation was a bit challenging.

- **If the project is not on track, what is the course correction?** N/A

- **Describe any unexpected successes during this reporting period other than those originally planned:**

  The level of collaboration between PUCDC and the U.S. EPA has been very successful. The agency used PUCDC's expertise in working with the community to develop their strategy and plan to get all 19 Polanco parks up to compliance with the Safe Drinking Water Act.

Desert Cancer Foundation, Grant#: 1289

Patient Assistance Program

Strategic Area: Vital Human Services to People with Chronic Conditions

Reporting Period: 1/1/2022 to 12/31/2022

Eevet Edens
  Tel: (760) 773-6554
  Fax: (760) 773-6532
  ED@desertcancerfoundation.org

Grant Information

Grant Amount: $150,000

Paid to date: $135,000

Balance: $15,000

Proposed Goals and Evaluation

The specific benefits or measurable impact to be achieved by: (12/31/2022)

Evaluation Plan:
NEED

Desert Cancer Foundation (DCF) has been serving Coachella Valley residents for over 25 years. We are the only nonprofit that makes direct payments to healthcare providers on behalf of residents who otherwise could not afford vital care.

Desert Cancer Foundation kindly requests funding from the Desert Healthcare District in the amount of $150,000 to help provide cancer care through our Patient Assistance (PA) program for District residents. The PA program aligns with DHCD's strategic Goal #2 – Community access to primary and specialty care.

PARTNERSHIPS

Desert Cancer Foundation has longstanding partnerships with local healthcare providers, including Desert Care Network's Comprehensive Cancer Center, Eisenhower Lucy Curci Cancer Center, City of Hope, over 10 local pharmacies and additional radiologist and oncologists. Together, we ensure patient navigation and timely access to cancer care and treatment.

DCF has negotiated contractual agreements with many of the providers, allowing for a

reduced rate for uninsured patients. Along with navigation to help access existing available resources, to leverage funds, where every $1 translates to over $10 in cancer care.

The PA program is an ongoing, well-managed process - from application to patient navigation, access to healthcare and treatment coverage.

Goal #1:
Provide financial assistance for Coachella Valley residents undergoing cancer care.

For the upcoming calendar year (January 1 to December 31, 2022), Desert Cancer Foundation (DCF) will provide financial assistance for Coachella Valley residents living within the Desert Healthcare District (DHCD) boundaries, ensuring access to healthcare for medical services related to cancer and its allied diseases.

Through the Patient Assistance (PA) program, DCF will provide financial assistance to approximately 120 District residents, 18 years and older; cover approximately 1,600 cancer care services and treatments, for an estimated $115,000 paid directly to the healthcare providers.

For marginalized individuals (living at or below 300% of FPL), who are uninsured, underinsured, or simply lack funds for cancer care, Desert Cancer Foundation will cover the costs associated with their medical screening, diagnosis, and treatment. DCF will pay for insurance premiums and deductibles, co-insurance and co-pays, chemo and radiation therapies, scans and diagnostic screenings, prescription medications, and Medi-Cal Share of Cost.

Evaluation of goal #1:
DCF's Patient Assistance (PA) program is well-organized and managed, with the goal to process all incoming applications, provide coverage and access to healthcare. All data is gathered into a database and reconciled monthly.

Progress of the PA program (patients served, services rendered, dollar amount paid vs. billed) is provided and monitored monthly by the Executive Director (ED), Patient Assistance Committee and DCF's Board of Directors. There is also ongoing collaboration that ensures the program is being executed efficiently, as follows:

-A dedicated PA Coordinator works closely with healthcare partners to process patient applications.

-Applications are reviewed twice monthly by a PA Committee – comprised of social workers, oncologists, radiologists, pharmacists, insurance brokers, along with the PA Coordinator and ED – to ensure eligibility guidelines, review medical coverage, treatment plan, and leverage available resources to meet the patient needs.

-Patients approved into our program are entered into a database, with demographics

information including age, gender, ethnicity, zip code.

-DCF's Accounting Manager will process insurance premiums and medical bills, rendering payments directly to the providers. Billing and payment data is entered into a tracking system to allow for reporting.

Goal #2:
Patient Navigation to ensure all available resources for the patient.

From January 1 to December 31, 2022, Desert Cancer Foundation will provide patient navigation for cancer care services and treatment, for an estimated 120 patients residing in the District boundaries.

Through ongoing communication, collaboration, and outreach efforts with our local healthcare community, DCF will ensure the availability of our Patient Assistance program, as well as offer patient navigation (especially for newly diagnosed patients), to provide cancer-related screening, diagnosis, and access to services and vital treatment.

The Patient Assistance Coordinator works with social workers and patient navigators to ensure we leverage all available and existing resources to meet the patient's needs. This includes financial navigation – such as Medicare supplemental plans, Medi-Cal and other low-income subsidy programs, as well as additional support services such as transportation and mental health counseling.

Evaluation of goal #2:
DCF's Patient Assistance program is regularly monitored by the Patient Assistance Coordinator, Executive Director, and the PA Committee. We work closely with community social workers, financial counselors, doctors, nurses, and pharmacists, to ensure a smooth process for patient navigation and support.

There is ongoing collaborative work to access or leverage available resources to further alleviate the financial burden to our patients - subsidized funding or coverage options such as Covered California, Medi-Cal, Medicare supplemental plans, or Pharma Drug Assistance Programs. Patient navigation is further ensured with:

- A dedicated PA Coordinator who receives and reviews the applications, communicates with the patient, and prepares the summary for committee review.

- Our PA Coordinator also works alongside the healthcare community - social workers, financial counselors, and pharmacists - to ensure that a can access existing resources and support services, especially early in their cancer journey.

- Hosting bi-monthly PA Committee meetings to review and approve patient applications. DCF staff, along with social workers, doctors, and insurance brokers also provide patient navigation and discusses the most suitable resources for the patient.

- For patients approved into the program, there is ongoing oversight of coverage, treatment plan, services rendered, and billing review and paid.

Proposed number of District residents to be served:

Total: 120

Proposed geographic area(s) served:
Cathedral City
Coachella
Desert Hot Springs
Indio
La Quinta
Mecca
Palm Desert
Palm Springs
Thousand Palms
Bermuda Dunes

Final Progress:

Final Outcomes on Goals and Evaluation

Program/project final accomplishment(s) in comparison to the proposed goal(s) and evaluation plan.

Desert Cancer Foundation pays for cancer care for local resident who are uninsured, underinsured, or need financial assistance with treatment. For the reporting period from January 1, 2022 to December 31, 2022, Desert Cancer Foundation (DCF) served a total of 129 unduplicated residents within District boundaries, paid a total of $177,555 rendering access to 1077 medical services for cancer and allied diseases; in comparison to the estimated 120 residents, $115,000 paid, and 1600 services as stated in the grant proposal.

The breakdown of dollar amount paid is as follows:

$ 2,966 in Medi-Cal Share of Cost

$ 53,639 in insurance premiums

$ 116,221 in co-pays and co-insurance

$ 4,729 in prescription medications

Goal #1:
Desert Cancer Foundation (DCF) delivered on its first goal to provide financial

assistance for Coachella Valley and surrounding community residents undergoing cancer care. DCF's Patient Assistance (PA) Program provided financial assistance to District residents, who are uninsured, underinsured, or lack funds to access or pay for treatment.

For the reporting period from January 1 to December 31, 2022, DCF provided financial assistance for marginalized residents living within the Desert Healthcare District (DHCD) boundaries, ensuring timely access to healthcare for medical services related to all cancer and allied diseases.

DCF served 129 unduplicated District residents (ages 25 & over), paid $177,555 to local providers for 1077 cancer-related medical services. This is compared to the estimated 120 residents, $115,000 paid and 1600 services, stated in the grant proposal.

For District residents living at or below 300% of FPL, DCF covered the out-of-pocket costs of insurance premiums and deductibles, co-pays, and co-insurance, and more. Medical services rendered included CT scans and diagnostic imaging, chemo and radiation therapies, prescription medications, and more.

Evaluation of goal #1:
The Patient Assistance (PA) program was well managed and monitored. DCF delivered on the goal to process all incoming applications, collect pertinent data, and continuously measure program progress.

The number of patients served, services rendered, dollar amount paid vs. billed was compiled monthly by the accounting manager, monitored by the Executive Director (ED), and presented for review at DCF's Board of Directors meetings. Ongoing work and collaboration to ensure program execution also includes:

-A dedicated PA Coordinator who worked closely with healthcare partners to process incoming applications, gather information, and prepare patient summaries for committee review.

-Applications were reviewed twice monthly by the PA Committee – comprised of doctors, pharmacists, licensed social workers, insurance brokers, our PA Coordinator and ED – to review eligibility guidelines, secure adequate coverage, monitor treatment plans, and leverage existing and available resources to meet the patients' needs.

-Demographic information of all patients approved into our program (both new and renewals) was collected into our database. Data points including age, gender, ethnicity, zip code, diagnosis, insurance details, treating physician and facility.

-DCF's Accounting Manager successfully processed insurance premiums and medical bills, rendering direct payments to the medical providers. All billing and payment data is entered into QuickBooks along with patient details and coded in a way allow for confidential approval and reporting.

Goal #2:
Desert Cancer Foundation (DCF) delivered on its second program goal to offer Patient Navigation and ensure all existing and available resources to each applicant.

From January 1 to December 31, 2022, as part of the application and review process, DCF staff provided patient navigation to 81 program applicants (of the estimated 120) residing within the Desert Healthcare District boundaries.

Our dedicated Patient Assistance (PA) Coordinator maintained ongoing communication, collaboration, and outreach efforts with our local healthcare partners to ensure the availability of our program and offer pertinent resources. Patient navigation is an ongoing process and was offered to (8-12 monthly) new and renewal applicants. In addition, we continue to monitor program recipients for any changes in income and/or insurance coverage.

The PA Coordinator worked with social workers and patient navigators to ensure that we leverage all available and existing resources to meet each patient's needs. This includes securing resources such as Medicare supplemental plans, Covered California, Medi-Cal, and Drug Assistance Programs, along with additional support services such as transportation, referrals to support groups and other wellness services.

Evaluation of goal #2:
DCF's Patient Assistance (PA) program is regularly monitored by the PA Coordinator, Executive Director, and PA Committee. We work closely with social workers, financial counselors, doctors, and pharmacists, to ensure a timely process for patient navigation and support services.

There is ongoing collaborative work to access or leverage available resources to further alleviate the financial and emotional burdens to the patients. DCF helped to find suitable coverage options such as Covered California, Medi-Cal, Medicare supplemental plans, and Drug Assistance Programs. The Patient Navigation process is ongoing, and was successfully executed as follows:

- A dedicated PA Coordinator received and reviewed patient applications, maintained communication with the patient, their family, their medical provider, and gathered pertinent data to prepare the application for committee review.

- Our coordinator also works alongside the healthcare community - social workers, financial counselors, and pharmacists - to ensure that each patient can access existing resources and support services, especially early in their cancer journey.

- We held bi-monthly PA Committee meetings to review and approve patient applications. DCF staff, along with medical partners, continued to work together to provide patient navigation to find the resources most suitable for each patient.

- For patients approved into DCF's PA program, there was ongoing monitoring of

insurance coverage, treatment plan, services rendered, as well as ongoing review of billing and payment.

Final number of District residents served:

Total: 129

Final geographic area(s) served:
All District Areas

Please answer the following questions

1. Please describe any specific issues/barriers in meeting the proposed program/project goals:

   There were no issues or barriers in meeting the program goals. The need for financial support is ongoing and DCF consumed the grant funds to serve District residents, as anticipated. With that said, there are inherent delays and fluctuations with medical billing and number of residents served and services rendered vary. There are over 120 District residents in our program at any given time, but this report accounts only for the number for whom we submitted payments with grant the funds.

2. Please describe any unexpected successes other than those originally planned

   DCF strives to process invoices once received. Yet oftentimes, medical billing is sent long after the medical services have been rendered. We had a pending case of a patient, who was uninsured when admitted to the hospital in late 2020, and who's medical bills exceeded $200,000. Although this had occurred two years ago, this past year, DCF worked with our hospital partner to "net" out the bills, per our agreement, and make all due payments alleviating the family from the financial burden.

3. After the initial investment by the DHCD how will the program/project be financially sustained?

   Desert Cancer Foundation has been serving the local community for close to 28 years and fulfills an ongoing need to help residents pay for cancer treatment. Thanks to the collaboration with our healthcare partners, and support of our community and business partners, DCF has diversified our revenue streams to ensure sustainability of this vital program.

   DCF has and will continue to fill an important gap in healthcare and remains the only local nonprofit that makes direct payment to healthcare providers, on behalf of individuals who otherwise could not afford or access care.

4. List five things to be done differently if this project/program were to be implemented again Even with a well-managed program, there is room for improvement and possible expansion. Some of the "wish list" items include:

1- Official Patient Navigator training and certification for our PA Coordinator to better serve clients who self-refer to DCF.

2- A review of our patient application to see where DCF can identify needs outside of the medical financial assistance (such as mental health, nutrition, transportation, etc.)

3- Prepare a comprehensive packet (with program guidelines, catchment area, and application process) that would be shared with current healthcare partners and used as outreach tool for providers in the East Valley.

4- A data study to determine potential program recipients in the region.

5- IT and software tools for better integration, data, and reporting. Research a potential app to capture demographics for easier reporting to grantors and constituents

DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 14, 2023

To: Program Committee

Subject: Grant Applications, RFPs, and MOUs Submitted and Under Review

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Staff Recommendation: Information only.

Grant Applications: The following grant applications have been submitted and under review by the grants team and are pending either proposal conferences and or a site visit or have been approved by the board of directors. Recommendations/suggested decisions will be brought forward to the Program Committee for possible action:

1. #1377 Coachella Valley Journalism Foundation - $300,000 ($100,000 each year for 3 years) – *Healthcare Journalists.* Use of District funds: to hire and fund two reporters (one for The Desert Sun; the other for KESQ) with expertise in reporting on healthcare needs.
    a. Status: Staff recommendation for declination is before the March 14, 2023 Program Committee for review of declination reasons..
2. #1387 Well In The Desert - $10,000 mini grant *Hot Meals program*
    a. Status: Site visit and proposal conference to be scheduled
3. #1386 Coachella Valley Economic Partnership (CVEP) - $25,000 *CVEP Business Services Center FY 2024*
    a. Status: Site visit and proposal conference scheduled for March 27, 2023
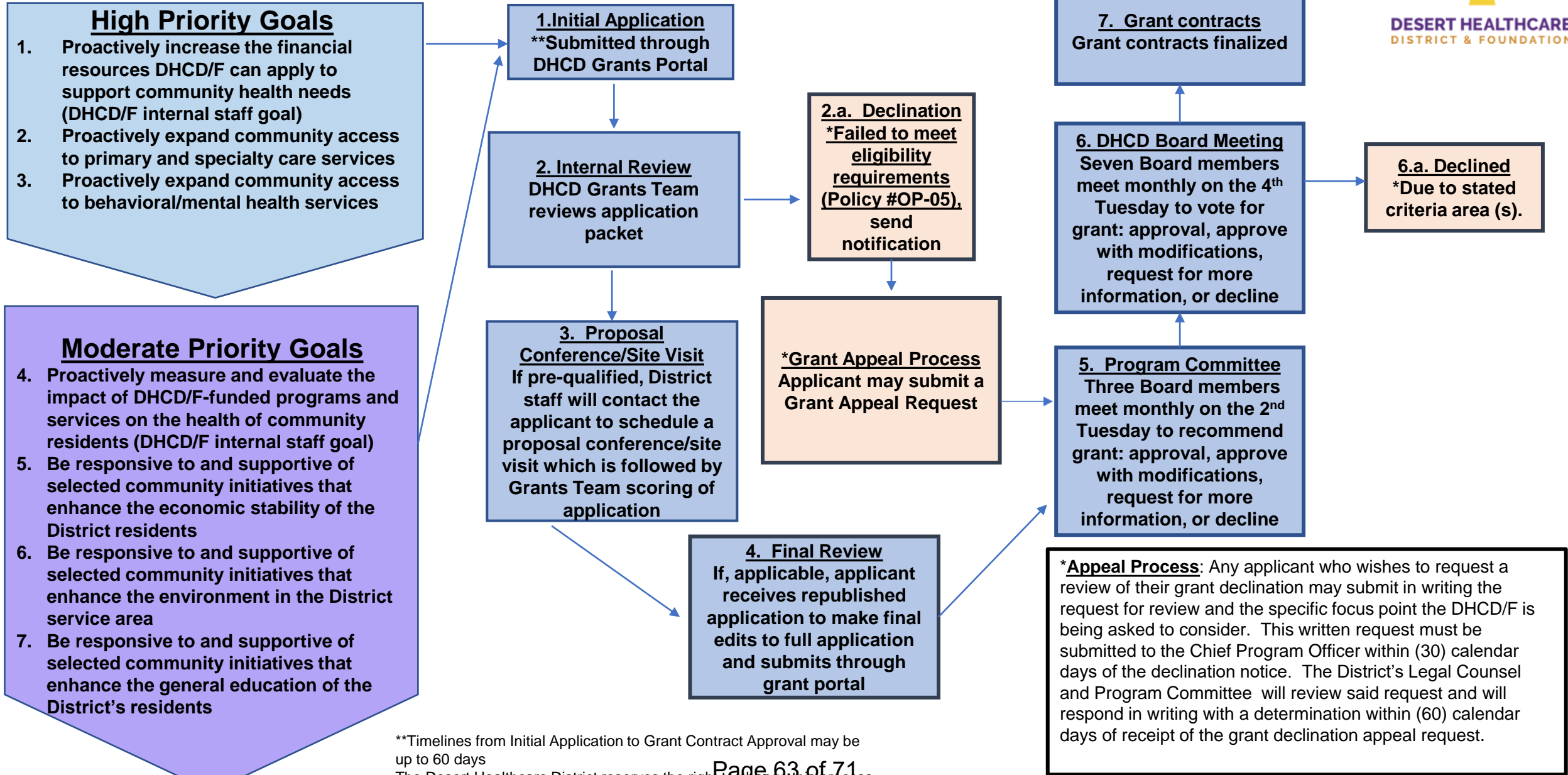
Recently approved grants:

1. #1372 Reynaldo J. Carreon MD Foundation - $50,000 *Dr. Carreon Scholarship Program.* Use of District funds: Scholarships to low income high school students of Mexican-American descent and other minorities who desire to enter the health care or mental health care career pathway.
    a. Status: **Approved** at February 28, 2023 Board of Directors meeting.

Grant ID Nos.	Name	Approved Grants - Prior Yrs	6/30/2022 Bal Fwd	Current Yr 2022-2023	Total Paid Prior Yrs July-June	Total Paid Current Yr July-June	Open BALANCE
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	$ 10,000,000	$ 4,990,000		$ -		$ 4,990,000
2021-1136-BOD-01-26-21	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr.	$ 119,432	$ 11,944		$ 11,944		$ -
2021-1171-BOD-03-23-21	Blood Bank of San Bernardino/Riverside Counties - Bloodmobiles for Coachella Valley - 18 Months	$ 150,000	$ 15,000		$ 15,000		$ -
2021-1266-BOD-04-27-21	Galilee Center - Our Lady of Guadalupe Shelter - 1 Yr.	$ 150,000	$ 15,000		$ 15,000		$ -
2021-1277-BOD-04-27-21	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months	$ 300,000	$ 30,000		$ 30,000		$ -
2021-1280-BOD-05-25-21	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1Yr.	$ 100,000	$ 10,000		$ 10,000		$ -
2021-1296-BOD-11-23-21	Coachella Valley Volunteers In Medicine - Improving Access to Healthcare Services - 1 Yr.	$ 154,094	$ 84,752		$ 69,342		$ 15,410
2021-1289-BOD-12-21-21	Desert Cancer Foundation - Patient Assistance Program - 1 Yr.	$ 150,000	$ 82,500		$ 67,500		$ 15,000
2022-1301-BOD-01-25-22	UCR Regents - Community Based Interventions to Mitigate Psychological Trauma - 1 Yr.	$ 113,514	$ 62,433		$ 51,081		$ 11,352
2022-1302-BOD-01-25-22	Vision To Learn - Palm Springs, Desert Sands, and Coachella Valley School Districts 1 Yr.	$ 50,000	$ 27,500		$ 22,500		$ 5,000
2022-1303-BOD-01-25-22	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr.	$ 54,056	$ 29,731		$ 24,325		$ 5,406
2022-1306-BOD-02-22-22	Olive Crest Treatment Center - General Support for Mental Health Services - 1 Yr.	$ 123,451	$ 67,898		$ 55,553		$ 12,345
2022-1311-BOD-04-26-22	Desert Arc - Healthcare for Adults with Disabilities Project Employment of Nurses - 1 Yr.	$ 102,741	$ 56,508		$ 46,233		$ 10,275
2022-1313-BOD-04-26-22	Angel View - Improving Access to Primary and Specialty Care Services for Children With Disabilities 1 Yr.	$ 76,790	$ 42,235		$ 34,555		$ 7,680
2022-1314-BOD-05-24-22	Voices for Children - Court Appointed Special Advocate Program - 1 Yr.	$ 60,000	$ 60,000		$ 54,000		$ 6,000
2022-1325-BOD-06-28-22	Vision Y Compromiso - CVEC Unrestricted Grant Funds - 2 Yrs.	$ 150,000	$ 150,000		$ 33,750		$ 116,250
2022-1327-BOD-06-28-22	Youth Leadership Institute - Youth Voice in Mental Health - 2 Yrs.	$ 50,000	$ 50,000		$ 11,250		$ 38,750
2022-1328-BOD-06-28-22	El Sol - Expanding Access to Educational Resources for Promotoras - 2 Yrs.	$ 150,000	$ 150,000		$ 33,750		$ 116,250
2022-1331-BOD-06-28-22	Pueblo Unido - Improving Access to Behavioral Health Education and Prevention Services - 2 Yrs.	$ 50,000	$ 50,000		$ 22,500		$ 27,500
2022-0965-BOD-06-28-22	Desert Healthcare Foundation - Behavioral Health Initiative Expansion - 3 Yrs.	$ 2,000,000	$ 2,000,000		$ 2,000,000		$ -
2022-22-15-BOD-06-28-22	Carry over of remaining Fiscal Year 2021/2022 Funds*	$ 2,566,566	$ 2,566,566		$ 2,566,566		$ -
2022-1323-Mini-07-21-22	Alianza Nacional De Campesinas, Inc - Mini Grant			$ 5,000		$ 5,000	$ -
2022-1321-Mini-07-25-22	Theresa A. Mike Scholarship Foundation - Mini Grant			$ 5,000		$ 5,000	$ -
2022-1324-BOD-07-26-22	Galilee Center - Our Lady of Guadalupe Shelter - 2 Yr.			$ 100,000		$ 22,500	$ 77,500
2022-1332-BOD-07-26-22	Alianza CV - Expanding and Advancing Outreach Through Increasing Capacity Development - 2 Yrs.			$ 100,000		$ 22,500	$ 77,500
2022-1322-Mini-08-13-22	Hanson House Foundation, Inc. - Mini Grant			$ 5,000		$ 5,000	$ -
2022-1329-BOD-09-27-22	DPMG - Mobile Medical Unit - 3 Yrs.			$ 500,000		$ 50,000	$ 450,000
2022-1350-BOD-09-27-22	JFK Memorial Foundation - Behavioral Health Awareness and Education Program - 1 Yr.			$ 57,541		$ 25,893	$ 31,648
2022-1355-BOD-09-27-22	Joslyn Center - The Joslyn Wellness Center - 1 Yr.			$ 85,000		$ 38,250	$ 46,750
2022-1361-BOD-09-27-22	DAP Health - DAP Health Monkeypox Virus Response - 1 Yr.			$ 586,727		$ 205,383	$ 381,344
2022-1364-Mini-10-25-22	Al Horton Memorial Rotary Foundation - Mini Grant			$ 5,000		$ 5,000	$ -
2022-1356-BOD-10-25-22	Blood Bank of San Bernardino/Riverside Counties - Coachella Valley Therapeutic Apheresis Program - 1 Yr.			$ 140,000		$ 63,000	$ 77,000
2022-1358-BOD-10-25-22	Foundation for Palm Springs Unified School District - School-Based Wellness Center Project - 1 Yr.			$ 110,000		$ 49,500	$ 60,500
2022-1362-BOD-10-25-22	Jewish Family Service of the Desert - Mental Health Counseling Services for Underserved - 2 Yrs.			$ 160,000		$ 36,000	$ 124,000
2022-1326-BOD-12-20-22	TODEC - TODEC's Equity Program - 2 Yrs.			$ 100,000		$ -	$ 100,000
2022-1330-BOD-12-20-22	OneFuture Coachella Valley - Building a Healthcare Workforce Pipeline - 2 Yrs.			$ 605,000		$ 68,063	$ 536,937
2022-1369-BOD-12-20-22	ABC Recovery Center - Cost of Caring Fund Project - 1 Yr.			$ 332,561		$ 74,826	$ 257,735
2023-1357-Mini-01-09-23	Desert Recreation Foundation - Mini Grant			$ 10,000		$ 10,000	$ -
2023-1333-BOD-01-24-23	Organizacion en California de Lideres Campesinas - Healthcare Equity for ECV Farmworker Women - 2 Yrs.			$ 150,000		$ -	$ 150,000
2023-1363-BOD-01-24-23	Pegasus Riding Academy - Pegasus Equine Assisted Therapy - 1 Yr.			$ 60,092		$ -	$ 60,092
2023-1375-Mini-01-30-23	California CareForce - Mini Grant			$ 10,000		$ 10,000	$ -
2023-1374-Mini-02-10-23	Alianza Nacional De Campesinas, Inc - Mini Grant			$ 10,000		$ 10,000	$ -
2023-1373-Mini-02-14-23	Palms To Pines Parasports - Mini Grant			$ 10,000		$ 10,000	$ -
2023-1370-Mini-02-15-23	HIV+ Aging Research Project-Palm Springs - Mini Grant			$ 10,000		$ 10,000	$ -
2023-1372-BOD-02-28-23	Reynaldo J. Carreon MD Foundation - Dr. Carreon Scholarship Program - 1 Yr.			$ 50,000		$ -	$ 50,000
TOTAL GRANTS		$ 16,670,644	$ 10,552,067	$ 3,206,922	$ 5,174,849	$ 725,915	$ 7,858,225

Amts available/remaining for Grant/Programs - FY 2022-23:						
Amount budgeted 2022-2023		$ 4,000,000		G/L Balance:		2/28/2023
Amount granted through February 28, 2023:		$ (3,206,922)			2131	$ 4,338,224
Financial Audits of Non-Profits; Organizational Assessments		$ -			2281	$ 3,520,000
Net adj - Grants not used: FY 21-22 Funds		$ 2,566,566				
Matching external grant contributions		$ -		Total		$ 7,858,224
Balance available for Grants/Programs		**$ 3,359,644**				$ 0

* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.

FYE BOD 06-30-23 Recon to G-L 02-28-23 Grant Payments

DESERT HEALTHCARE DISTRICT & FOUNDATION

High Priority Goals

1. Proactively increase the financial resources DHCD/F can apply to support community health needs (DHCD/F internal staff goal)
2. Proactively expand community access to primary and specialty care services
3. Proactively expand community access to behavioral/mental health services

Moderate Priority Goals

4. Proactively measure and evaluate the impact of DHCD/F-funded programs and services on the health of community residents (DHCD/F internal staff goal)
5. Be responsive to and supportive of selected community initiatives that enhance the economic stability of the District residents
6. Be responsive to and supportive of selected community initiatives that enhance the environment in the District service area
7. Be responsive to and supportive of selected community initiatives that enhance the general education of the District's residents

1. Initial Application
**Submitted through DHCD Grants Portal

2. Internal Review
DHCD Grants Team reviews application packet

3. Proposal Conference/Site Visit
If pre-qualified, District staff will contact the applicant to schedule a proposal conference/site visit which is followed by Grants Team scoring of application

4. Final Review
If, applicable, applicant receives republished application to make final edits to full application and submits through grant portal

2.a. Declination
*Failed to meet eligibility requirements (Policy #OP-05), send notification

*Grant Appeal Process
Applicant may submit a Grant Appeal Request

5. Program Committee
Three Board members meet monthly on the 2nd Tuesday to recommend grant: approval, approve with modifications, request for more information, or decline

6. DHCD Board Meeting
Seven Board members meet monthly on the 4th Tuesday to vote for grant: approval, approve with modifications, request for more information, or decline

7. Grant contracts
Grant contracts finalized

6.a. Declined
*Due to stated criteria area (s).

*Appeal Process: Any applicant who wishes to request a review of their grant declination may submit in writing the request for review and the specific focus point the DHCD/F is being asked to consider. This written request must be submitted to the Chief Program Officer within (30) calendar days of the declination notice. The District's Legal Counsel and Program Committee will review said request and will respond in writing with a determination within (60) calendar days of receipt of the grant declination appeal request.

**Timelines from Initial Application to Grant Contract Approval may be up to 60 days
The Desert Healthcare District reserves the right to change this process at any point in time.

DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 14, 2023

To: Program Committee

Subject: Grant # 1377 Coachella Valley Journalism Foundation

Staff recommendation: to support the declination of Grant #1377 Coachella Valley Journalism Foundation due to the stated criteria area listed below.

Background:
- The mission of the CV Journalism Foundation is to promote and support excellent, sustainable community journalism in the Coachella Valley.
- The Coachella Valley Journalism Foundation recently submitted a grant request to the Desert Healthcare District to hire two reporters with expertise in reporting on healthcare issues.
- The request for $300,000 is over a three-year period ($100,000/year - $50,000/year/salary for each reporter. These reporters would be hired by the Desert Sun newspaper and KESQ TV (both for-profit businesses and who's parent organizations, Gannett and News-Press and Gazette Co. respectively, are publicly traded on the New York Stock Exchange – stock symbols GCI and NPG respectively).

Reference:
Grant & Mini-Grant Policy OP-05 (last board approval on 10/18/2022, states "in accordance with Desert Healthcare District's mission and strategic plan it is the policy of the Desert Healthcare District to provide guidelines for Grants and Mini Grants to provide health and wellness programs/projects for the benefit of District residents and in alignment with the California Health and Safety Code requirements."

Reasons for Declination:
Grant declination determinations by the Program Committee or Board of Directors includes a statement of identified declination criteria area. (Section 3.b. Eligibility/Criteria)

This request for funding to support the salaries of journalists fall outside the scope of the District's current guidelines for grantmaking and is not in alignment with the CA Health and Safety Code requirements.
In particular:
- 3.b.3 Organizations must directly serve residents of the Desert Healthcare District – *the requesting funds from CV Journalism Foundation would be directly passed through to the for-*

profit entities, thus taxpayers' dollars are not being held accountable by CV Journalism Foundation with no oversight of how the funds will be spent and maintained.

- *The CV Journalism Foundation does not do any bookkeeping, so there are no balance sheets and Profit and Loss statements as well as no audited financial statements.*

- 3.b.4 Grants are available to organizations whose activities improve residents' health within one **priority area** of the District's strategic plan – *Currently high priority has been designated to Goals 1, 2 & 3. This funding request does not align with these high priority goals.*

Grant Application Summary

Coachella Valley Journalism Foundation, Grant #1377

About the Organization
Coachella Valley Journalism Foundation
PO Box 207
PALM SPRINGS, CA
http://cvjf.org

Tax ID #: 85-2800545

Primary Contact:
Randy Lovely
  Tel: (480) 231-8379
  cvjournalismfoundation@gmail.com

Organization History and Mission
A free and vibrant press is one of the cornerstones of democracy. Local news outlets inform the public, hold elected officials accountable, and provide a forum for civic debate.

The traditional business model of local news outlets — newspapers, local TV broadcasters, and community radio stations — has been disrupted by technology and battered by economic downturns, including the COVID-19 pandemic. In some cases, corporate interests have neglected or stripped away resources from local news outlets, diminishing the quality and quantity of their work.

The Coachella Valley Journalism Foundation aims to improve and expand the work of news organizations in the Coachella Valley in service to the community.

CVJF launched in 2020. The CVJF successfully raised funds to allow The Desert Sun to hire a new opinion page editor in 2021. The organization continues to raise funds to provide ongoing financial support for this important role.

The CVJF also was fortunate to obtain grant money to fund several internships at local news organizations in 2022, and the organization plans to continue to fund internships in the years ahead.

The organization is comprised of an all-volunteer board of directors.

Organization Annual Budget: $75,000.00

Historical (approved Requests)

Project Information

Project Title: Healthcare journalists
Start Date: 3/4/2023 **End Date:** 3/4/2026
Term: 36 months
Total Project Budget: $300,000
Requested Amount: $300,000

Executive Summary:
Every resident of the Coachella Valley faces daily health challenges, whether it's the latest outbreak of Covid 19, the rising infection rate of sexually transmitted diseases, the annual battle with the flu virus, the economic disparities that lead to a growing unhoused population, or chronic issues such as obesity and diabetes that are of particular concern within minority populations. For health care professionals the biggest challenge in helping the community navigate through this healthcare maze is often a lack of information or the proliferation of misinformation.

The Coachella Valley Journalism Foundation (CVJF) is uniquely positioned to tackle this community-wide concern. Our stated mission is to promote and support sustainable community journalism in the Coachella Valley.

We propose are partnership with the Desert Healthcare District to fund and hire two reporters with expertise in reporting on healthcare issues.

We work with local news organizations to align their needs with funding sources that can support quality journalism. In this case, both The Desert Sun and KESQ have expressed an interest in participating in this venture if funding is received from the Desert Healthcare District.

Here's how it would work: The two newsrooms would recruit and hire reporters with background experience in health reporting. Each position would cost $50,000 a year. We would prefer a three-year commitment in order to give the journalists security in their jobs, so we are requesting $100,000 a year for three years -- $300,000 in total.

These journalists would work independent of any influence from the Healthcare District in order to meet the ethical standards of the journalism profession. But their work would focus on the issues facing the community that are of primary concern to the Healthcare District.

With stories produced for print, broadcast and digital, the work of these journalists would reach thousands of residents. While each journalist would work exclusively for their particular news organization we would also encourage collaboration between the two reporters to produce content that could be shared and distributed across both The Desert Sun and KESQ's platforms to reach the maximum audience.

The Desert Healthcare District's goal is "advancing community wellness in the Coachella Valley." Working with the CVJF, we can help you reach your stated objectives while extending our mission to enhance quality journalism for the good of the community.

Thank you for considering this proposal.

Community Need for the Project:
Covid 19 exposed a critical gap in the dissemination of a critical healthcare issue to the community. Residents, at times, were confused about when vaccinations were available and who was eligible to receive their shots. Conspiracy theories unfortunately were given credibility because of the gap in the flow of information. This provides just one example of why this project to hire reporters with expertise in reporting on healthcare issues is so important.

Currently, no media outlet in the Coachella Valley employs a journalist specializing in health care reporting at a time when the range of critical healthcare issues facing the community has only grown.

These journalists would report on urgent healthcare issues as they emerge but would also generate enterprise reports on a range of topics impacting specific segments of the population.

Strategic Plan Alignment:
Goal: Be responsive to and supportive of selected community initiatives that enhance the general education of the District's residents.
Strategy: Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions.

Project Description and Use of District funds:
The Coachella Valley Journalism Foundation would work with two media organizations -- The Desert Sun and KESQ -- to recruit and hire two journalists with experience in reporting on healthcare issues. The Desert Healthcare District would provide funding which would be distributed by CVJF.

The project calls for the hiring of two journalists at $50,000 a year, and we would prefer that the project be funded for three years in order to give the journalists some job security. The journalists would have to work independently without any influence from the Healthcare District in order to meet the ethical standards of the news organizations.

The project would cost $100,000 a year for three years.

Description of the Target Population (s):
All segments of the community would potentially benefit from the information generated by these journalists, with different community groups benefiting at different times depending on the issues being addressed.

The reporters would tackled emerging health issues as well as generate enterprise reports on topics of interest to particular audience groups.

The Desert Sun and KESQ reach thousand of residents every day across their print, broadcast and digital platforms so the access to important information would become readily available to the community when it is needed most.

Geographic Area(s) Served:
All District Areas

Age Group:
(25-64) Adults
(65+) Seniors

Total Number of District Residents Served:
Direct: NA
Indirect: Thousands

Project Goals and Evaluation

Goal #1: By March 2026, the end of this three-year project, two healthcare reporters will have produced multiple informative stories on a range of community healthcare issues that will be published across their print, broadcast and digital platforms. This project goals coincides with the District's goal 7 to play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions.	**Evaluation #1:** Both news organizations (KESQ and The Desert Sun) will track the number of stories produced, the amount of engagement with the content through their digital platforms (data is trackable) and the anecdotal feedback and reaction from the community to this content.
Goal #2: The Coachella Valley Journalism Foundation will host a community forum annually focused on a healthcare topic of timely concern to the community. Representatives from the Healthcare District will be invited to participate along with the two healthcare reporters. The project goal coincides with the District's goal 7 to be responsive to and supportive of selected community initiatives that enhance the general education of the District's residents. Depending on the topic selected, this project goal could coincide with goal 6 to be responsive to and supportive of selected community initiatives that enhance the environment in the District's service area.	**Evaluation #2:** Both media outlets will use their platforms and extensive reach among their audiences to promote the town hall events. The Coachella Valley Journalism Foundation will take care of logistics in terms of identifying a location and managing set-up and other details. The media outlets will also provide coverage of the town hall events to extend the messaging to reach the maximum audience.

Goal #3:	Evaluation #3:
Goal #4:	Evaluation #4:
Goal #5:	Evaluation #5:

Proposed Project Evaluation Plan
All digital content is trackable in terms of number of page views received to each particular piece of content. Both media outlets will provide regular (quarterly) reports on the number of stories produced, the number of page views received for that content on their digital platforms (we'll also track publication in print and airing on broadcast although that data is anecdotal in terms of reach among the reader/viewer, as well as any feedback from the community in terms of letters to the editor or online comments. The CVJF uses a similar tracking approach with its current partnership with The Desert Sun on the funding of the Opinion Editor and it allows us to understand the audience impact of the investment we have made.

Organizational Capacity and Sustainability

Organizational Capacity
The CVJF is an all-volunteer organization. Our biggest investment would be in hosting the annual townhall events promised in our proposal. The media outlets would take full responsibility for recruiting, hiring and managing the work of the journalists working on this project. They would also be responsible for tracking the impact of their work and providing quarterly summaries of that information.

Organizational Sustainability:
The mission of CVJF is to promote and support excellent, sustainable community journalism in the Coachella The non-profit identifies needs in the local journalism ecosystem and seeks grants and donations from individuals and foundations to fulfill those needs. We have identified coverage of healthcare issues as a major gap in the staffing at local news organizations. None of the news organizations in the Coachella Valley currently employee journalists with expertise in healthcare reporting at a time when healthcare issues are of primary importance in terms of informing and educating the community. Beyond the obvious gap this project would fill in the journalism ecosystem, it would also allow the CVJF to expand its efforts and use the success of this partnership with the Healthcare District to promote its mission and explore other funding measures to grow the news environment in the Valley.

Diversity, Equity, and Inclusion

How does your organization address diversity, equity, and inclusion at the board and executive staff levels?
The CVJF is an all-volunteer board comprised of just four members. We were created in 2020 when two concerned community members stepped up to meet an urgent need in the community. From these two founders, two other board members were added in 2021. While two board members are part of the LGBTQIA community, we realize that we need to continue to find ways to diversify our board with new members who share our passion for the mission but can also bring practical skills in fund-raising and event planning. In granting funds to media organizations, we do insist that diversity is given strong consideration in the recruiting and hiring of journalists.

If your organization is not currently addressing diversity, equity, and inclusion at the board and executive staff levels, please explain the barriers, such as knowledge, financial investment, capacity, etc., that are preventing you from doing so.

<u>Partnerships:</u>

Key Partners:
The Coachella Valley Journalism Foundation partners with local news organizations to identify gaps in the local journalism ecosystem. We have worked directly with The Desert Sun, KESQ and Coachella Valley Independent through funding for their news operations. We have developed relationships with other news outlets with the hope of finding avenues to support their efforts in the future.

To date, the majority of our fund-raising has been grassroots. We have received donations from hundreds of community members. We have received donations from the city of Rancho Mirage, the Greater Palms Springs Realtors, the Gannett Foundation and the Schnitzer Family Foundation. In 2023, we have committed to extending our efforts to solicit funding from community-based foundations.