



**DESERT HEALTHCARE DISTRICT
SPECIAL MEETING OF THE BOARD**

Board of Directors

April 13, 2020

3:00 P.M.

In accordance with the current State of Emergency and the Governor’s Executive Orders N-25-20, of March 12, 2020, and N-33-20 of March 19, 2020, teleconferencing will be used by Board members and appropriate staff members during this meeting. Members of the public will be able to participate by telephone, using the following dial in information:

**Dial in #: (877) 304-9269
Passcode 594808#**

<i>Page(s)</i>	AGENDA	<i>Item Type</i>
	<i>Any item on the agenda may result in Board Action</i>	
	A. CALL TO ORDER – President De Lara Roll Call ____Director Shorr____Director Zendle, MD____Director PerezGil____ Director Rogers, RN____ Director Matthews____ Vice-President/Secretary Borja____President De Lara	
	B. PLEDGE OF ALLEGIANCE	
1-2	C. APPROVAL OF AGENDA	Action
	D. PUBLIC COMMENT 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 Board has a policy of limiting speakers to no more than three minutes. The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.	
	E. FEDERALLY QUALIFIED HEALTH CENTERS (FQHC) GRANT REQUESTS FOR CORE OPERATING SUPPORT IN RESPONSE TO COVID-19	Action
3-20	1. Consideration to approve Grant #1081 – \$150,000 – Clinicas De Salud del Pueblo, Inc. – <i>COVID-19 Response</i>	
21-36	2. Consideration to approve Grant #1083 – \$150,000 Desert AIDS Project (DAP) – <i>COVID-19 Response</i>	Action
37-54	3. Consideration to approve Grant #1084 – \$150,000 – Borrego Health – <i>COVID-19 Response</i>	Action



F. IMMEDIATE ISSUES AND COMMENTS

1. Addressing Personal Protective Equipment (PPE) in the Coachella Valley

**Information
/Possible
Action**

G. ADJORNMENT

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) 323-6110 at least 24 hours prior to the meeting.



Date: April 13,2020
To: BOARD OF DIRECTORS
Subject: Healthcare Safety Net Infrastructure Funding - \$450,000

Background:

- At the March 24, 2020 Board of Directors regular meeting, CEO Conrado Bárzaga presented various recommendations to utilize the remainder of the District grant-funding allocation to address COVID-19 related needs, prioritizing healthcare infrastructure needs.
- Of the four recommendations, the third recommendation outlined funding allocations to support the healthcare safety net infrastructure, in particular:
 - a. Allocate \$950,000 from DHCD to match \$50,000 from Regional Access Project Foundation for a total of \$1 million
 - b. Of this \$1 million allocation, grants for core operation support would go to the healthcare safety net providers, primarily to FQHCs currently addressing COVID-19 outbreak – (Borrego Health, Desert AIDS Project, and Clinicas De Salud Del Pueblo) for up to \$550,000
 - c. Reserve up to \$400,000 to support COVID-19 testing activities
 - d. Up to \$50,000 for health education and accurate health information dissemination
- After a robust discussion among the board members (with President DeLara recusing herself) the following was approved by the board:
 - Director Borja made the motion, seconded by Director PerezGil to support Part B and Part D of Item #3 for a total of \$600,000 with the stipulation that the CEO has to come to the Board whenever these funds are going to be allocated for contract approval.

Recommendation:

Consideration to approve three (3) contracts for total funding of \$450,000 to provide core operation support to three (3) organizations within the healthcare safety net infrastructure –

1. Grant #1081 Clinicas De Salud Del Pueblo, Inc.: *COVID-19 Response* - \$150,000
2. Grant #1083 Desert AIDS Project: *COVID-19 Response* - \$150,000
3. Grant #1084 Borrego Community Health Foundation: *COVID-19 Response* - \$150,000

Fiscal Impact: allocated from previously approved FY 2019/2020 Grant Budget

2020 COVID-19 Response Grant Request Summary

COVID-19 Response Grant Application

In response to the strain the COVID-19 virus pandemic is placing on the local healthcare system and community-based organizations, the Desert Healthcare District have made available grant funds to provide additional support and resources to our local healthcare and service providers.

Clinicas De Salud Del Pueblo Inc, Grant #1081

About the Organization

Clinicas De Salud Del Pueblo Inc
852 E. Danenberg Drive
El Centro, CA 92243
Tel: 760-344-9951
<http://www.cdsdp.org>

Organization Type:

501(c)(3)

Contact:

Yvonne Bell
Tel: (760) 344-9951
yvonneb@cdsdp.org

Proposal

Project Title: COVID 19

Total Project Budget: \$150,000.00

Requested Amount: \$150,000.00

Start Date:4/1/2020

End Date:3/31/2021

Project/Program Description

Community Need:

Currently we have multiple specific needs that we will use DHCD funds to remedy.

We need to expand our Tele-Heath Capability within our Clinics. During this crisis our ability to screen, evaluate, refer and treat remotely is a priority. New technology will allow patients to use phones and home computers to communicate with Medical personnel.

Another need is to add additional staff to our call centers. They are experiencing extremely high volume of patient and general community calls. It is imperative that this valuable information be available to the public. We believe this will be the case for the foreseeable future.

Personal Thermometers are also a big need at the moment. These are Thermometers that can be individually distributed to keep track of patients temperature with regards to Tele-Health and prescreening to decide who should come to the clinics and who should be referred to other agencies or services.

To a lesser extent we have large need to purchase additional Medical safety supplies and custodial cleaning supplies. During this crisis our ability to keep our Medical staff protected and safe is crucial. Also having the ability to keep our facilities clean and disinfected for the public is a top priority.

We also have a need for General Operation cost. With all that is going on there are unforeseen needs that will inevitable come up.

Project Description:

Other than the regular Health Services provided by our Clinics, we are using our call centers to inform the public on any questions they may have. We are using our Tele-Health program to help keep the patients safe and if possible away from our facilities and public exposure to the virus. Our outreach and enrollment department has redirected it efforts from on the ground to on the phone. They are reaching out via phone, social media and online to our patients and the general community by providing vital information about the COVID-19 and how to access services during this crisis. Additionally we are partnering with all available agencies to collaborate on services, information and resources.

Is this a new project or an expansion of a preexisting project?

What we are proposing mostly are existing programs that need to be ramped up. We need to increase staff, as is the case for the existing call centers to help with the increased volume of calls. We need to update and expand our Tele-Health programs with new software and equipment to be able to better reach our patients under the stay at home orders. The supplies requested will help our current staff do their jobs better. Other requests reflect redirecting current programs to help better serve our patients and the community during this ever-changing COVID-19 crisis.

How will the grant funds be used?

We are proposing to purchase and obtain licenses for a Tele-Health program. This program will allow us to expand services outside of our physical locations.

We are proposing to hire three (3) addition PBX call center operators. This will allow them to handle the additional volume of calls they have been experiencing.

We are proposing to purchase additional Medical safety supplies and custodial cleaning supplies. It is important to protect our staff and Patients by making necessary physical contact as safe as possible.

We are proposing to purchase individual Thermometers for those patients that we need to keep track of their temperature. This will be used in conjunction with the Tele-health program and the prescreening process.

We are also proposing to use \$15,000 for general operation needs. With everything that is going on there will be needs that we cannot currently foresee. While \$15,000 is not a large amount it might help with some emergency need that comes up.

Geographical Area Served

Coachella; Indio; Mecca

Population Served

Adults (25-64 years old); Children (6-17 years old); Infants (0 -5 years old); Seniors (65+ years old); Uninsured

How many residents will be served?

1,000

Evaluation

This particular proposal will be difficult to evaluate, as it is not being used in a normal fashion. We will keep records as to how many patients use the Tele-Health program and keep track of all the thermometers we hand out. We will describe success if we can ease the wait time in our call centers, if we can prescreen using the Tele-Health program to insure that patients are referred to the correct services and the correct locations.

Partnerships:

Key Partners

During this Crisis we are partnering with every agency that we can. A major partner is the Desert Health Care District, who we are coordinating information and services with. We are also receiving funding from them during this crisis. The Riverside County Health department is also a major partner as we are coordinating information, following and implementing their health recommendations as well as sharing resources.



DESERT HEALTHCARE DISTRICT GRANT 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 Clinicas De Salud Del Pueblo Inc (“RECIPIENT”) and is effective upon execution by both parties.

1. **Grant**

Purpose and Use of Grant: COVID 19 Response: Healthcare Safety-net Infrastructure: This Grant responds to the COVID-19 epidemic and provides Healthcare Safety-Net Infrastructure. The Grant includes the establishment of a Tele-Health program to assist in screening and treating patients remotely. The Grant includes medical safety equipment, cleaning supplies and personnel costs for PBX operators and a call center Manager.

Amount: \$150,000.00

2. **Term of Agreement**

The term of this agreement is from April 1, 2020 through March 31, 2021, subject, however, to earlier termination as provided in this agreement.

3. **Legal Responsibility/Liability**

In authorizing execution of this agreement, the governing body of RECIPIENT accepts legal responsibility to ensure that the funds provided by DISTRICT are allocated solely for the purpose for which the grant was intended. RECIPIENT agrees to be knowledgeable of the requirements of this agreement and to be responsible for compliance with its terms. In no event shall DISTRICT be legally responsible or liable for RECIPIENT's performance or failure to perform under the terms of the grant or this agreement.

RECIPIENT agrees that DISTRICT may review, audit, and/or inspect DISTRICT-funded program operated by RECIPIENT under this agreement for compliance with the terms of this agreement.

4. **Reduction/Reimbursement of Awarded Funds**

DISTRICT may reduce, suspend, or terminate the payment or amount of the grant if the District determines in its sole discretion that RECIPIENT is not using the grant for the intended purposes or meeting the objectives of the grant. RECIPIENT hereby expressly

DISTRICT _____ RECIPIENT _____

waives any and all claims against DISTRICT for damages that may arise from the termination, suspension, or reduction of the grant funds provided by DISTRICT.

RECIPIENT further agrees to reimburse any funds received from DISTRICT, where the DISTRICT determines that grant funds have not been utilized by RECIPIENT for their intended purpose.

5. **Other Funding Sources**

If requested by DISTRICT, RECIPIENT shall make information available regarding other funding sources or collaborating agencies for the programs or services provided by RECIPIENT.

6. **Attribution Policy**

RECIPIENT agrees to comply with the DISTRICT'S attribution policy, which is attached to this agreement as Exhibit "A."

7. **Payment Schedule**

Unless RECIPIENT and DISTRICT agree upon alternative arrangements, grant funds shall be allocated and paid according to the schedule and requirements described on Exhibit "B." In the event RECIPIENT fails to provide report(s) and/or appropriate supporting documentation in a timely manner, RECIPIENT may be subject to a delay or discontinuance of funding, at DISTRICT'S sole discretion.

8. **Program Budget**

RECIPIENT shall also submit, prior to the DISTRICT entering into this agreement, a program budget, which shall be subject to review and approval of DISTRICT. A copy of RECIPIENT'S program budget shall be attached to this agreement as Exhibit "C."

9. **Scope of Services/Recipient Activities**

Prior to the DISTRICT entering into this agreement, RECIPIENT shall include in its application, subject to review and approval by the DISTRICT, details of the RECIPIENT'S scope of service(s), activities or program(s) proposed for funding.

10. **Evaluation/Outcomes Reporting**

Prior to the District entering into this agreement, RECIPIENT shall include in its application, subject to review and approval of the DISTRICT, details of its plan for evaluation and reporting.

DISTRICT _____ RECIPIENT _____

RECIPIENT shall cooperate in efforts undertaken by DISTRICT to evaluate RECIPIENT'S effectiveness and use of the grant funds. RECIPIENT shall participate in and comply with all on-site evaluation and grant monitoring procedures including interviews with RECIPIENT'S staff by DISTRICT. RECIPIENT, at the request of the DISTRICT, shall also provide progress reports to DISTRICT according to the schedule contained on Exhibit "B" in a format to be provided by DISTRICT.

11. **Use of Subcontractors**

RECIPIENT may not subcontract any portion of the duties and obligations required by this agreement without the written consent of the DISTRICT. A copy of the proposed subcontract between RECIPIENT and the subcontractor shall be provided to DISTRICT for review. In the event DISTRICT consents to subcontract, the subcontractor shall be required to execute an agreement assuming all rights and obligations of this agreement, including the DISTRICT'S right to inspect the subcontractor's books and records and the right to monitor and evaluate the effectiveness of the use of the grant funds. Notwithstanding the forgoing, RECIPIENT shall remain primarily responsible for compliance with all terms and conditions of this agreement.

12. **Use of Funds**

The funds received pursuant to this agreement may not be used by RECIPIENT for general operating expenses or any other programs or services provided by RECIPIENT without the written consent of DISTRICT.

Upon request, RECIPIENT shall make available for the DISTRICT and members of the public, a detailed description of the program(s) and/or service(s) funded by DISTRICT. This program description may be a separate document or may be incorporated into the overall program materials developed by the RECIPIENT.

13. **Prevailing Wages**

If the funds received are used to pay for any portion of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws (Labor Code sections 1720 et seq. and 1770 et seq.), and if the project cost is \$1,000 or more, RECIPIENT agrees to fully comply with such Prevailing Wage Laws, if applicable. RECIPIENT shall require any contractor or subcontractor performing work on an applicable "public works" or "maintenance" project to fully comply with all Prevailing Wage Laws, including but not limited to the payment of prevailing wages, registration with DIR, and maintenance of certified payroll records."

14. **Independent Contractor Status**

The relationship between DISTRICT and RECIPIENT, and the agents, employees, and subcontractors of RECIPIENT in the performance of this agreement, shall be one of independent contractors, and no agent, employee, or subcontractor of RECIPIENT shall be deemed to be an officer, employee, or agent of DISTRICT.

DISTRICT _____ RECIPIENT _____

15. **Use of Funds for Lobbying or Political Purposes**

RECIPIENT is prohibited from using funds provided by DISTRICT herein for any political campaign or to support attempts to influence legislation by any governmental body.

16. **Compliance with Applicable Law and Regulations**

RECIPIENT shall comply with all federal, state, and local laws and regulations, including but not limited to labor laws, occupational and general safety laws, and licensing laws. All licenses, permits, notices, and certificates as are required to be maintained by RECIPIENT shall be in effect throughout the term of this agreement.

Where medical records, and/or client records are generated under this agreement, RECIPIENT shall safeguard the confidentiality of the records in accordance with all state and federal laws, including the provisions of the Health Insurance Accountability and Portability Act of 1996 (HIPAA), and the laws and regulations promulgated subsequent thereto.

RECIPIENT shall notify DISTRICT in writing within 5 (five) days if any required licenses or permits are canceled, suspended, or otherwise terminated, or if RECIPIENT becomes a party to any litigation or investigation by a regulatory agency that may interfere with the ability of RECIPIENT to perform its duties under this agreement.

17. **Changes or Modifications to the Use of DISTRICT Grant Funds**

RECIPIENT shall submit to DISTRICT, in writing, any requests for proposed changes in the use of DISTRICT grant funds. DISTRICT must receive such requests at least thirty (30) days prior to the date the proposed changes are to be implemented and the proposed changes shall be subject to DISTRICT Board approval.

Notwithstanding the foregoing, requests for transfers between budget categories or line items less than ten percent (10%) of the total grant amount that do not change the total grant amount or generate additional line items may be directed to the DISTRICT's Program Department for consideration.

18. **No-Cost Grant Extensions**

Any request by the RECIPIENT to extend a grant's project period without additional funding from the DISTRICT will be processed pursuant to the DISTRICT's No-Cost Grant Extension Policy. Any no-cost grant extension request shall be subject to DISTRICT Board approval.

19. **Conflict of Interest/Self Dealing**

DISTRICT _____ RECIPIENT _____

RECIPIENT and RECIPIENT'S officers and employees shall not have a financial interest or acquire any financial interest, direct or indirect, in any business entity or source of income that could be financially affected by, or otherwise conflict in any manner or degree with, the performance of programs or services required under this agreement.

20. **Indemnity and Hold Harmless**

RECIPIENT agrees to indemnify, defend, and hold harmless DISTRICT and its officers, agents, employees, volunteers, and servants from any and all claims and losses accruing or resulting to any and all employees, contractors, subcontractors, laborers, volunteers, and any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and losses of any kind accruing or resulting to any person, firm, or corporation arising out of, or in any way connected with or as a result of, the performance or execution of this agreement, the consummation of the transactions contemplated hereby, or in the expenditure of grant funds provided by DISTRICT.

21. **Fiscal/Accounting Principles**

RECIPIENT shall maintain an accounting system that accurately reflects and documents all fiscal transactions for which grant funds are used. The accounting system must conform to generally accepted accounting principles and upon request, DISTRICT shall have the right to review, inspect and copy all books and records related to the accounting system.

22. **Documentation of Revenues and Expenses**

RECIPIENT shall maintain full and complete documentation of all revenue and expenses (including subcontracted, overhead, and indirect expenses) associated with use of the grant funds covered by this agreement. During the term of this agreement and thereafter, DISTRICT or its authorized representative(s) shall have the right to review all RECIPIENT financial records including records related to the use or disbursement of the grant funds, upon request by DISTRICT. DISTRICT shall also have the right to audit, if necessary, RECIPIENT'S use of grant funds and any and all programs or services that were provided through the use of the DISTRICT funds. In the event of an audit or financial review, RECIPIENT agrees to provide DISTRICT access to all of RECIPIENT'S books and records.

23. **Records Retention**

All records of RECIPIENT pertaining to the use of grant funds shall be maintained at RECIPIENT'S main local office for at least five (5) years following the year in which grant funds were first provided by DISTRICT.

24. **Governing Law**

This agreement shall be governed by and construed in accordance with the laws of the State of California.

DISTRICT _____ RECIPIENT _____

25. Assignment or Transfer

RECIPIENT may not assign or transfer any interest in this agreement or entitlement to grant funds without the written consent of District.

26. Entire Agreement, Amendment

This agreement contains the entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements not contained herein. This agreement may only be amended or modified by a writing signed by both parties.

27. Notices

Any notice required or permitted pursuant to this agreement may be given by a party to the other party at the address set forth in the signature block of this agreement. Either party may change its address for purposes of notice by complying with the requirements of this section.

28. Signatories

The persons executing this 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:
Clinicas De Salud Del Pueblo Inc
852 E. Danenberg Drive
El Centro, CA 92243

Name: President/Chair of RECIPIENT
Governing Body

Name: Executive Director/CEO

PLEASE PRINT

PLEASE PRINT

SIGNATURE

SIGNATURE

DATE

DATE

DISTRICT _____ RECIPIENT _____

Authorized Signatory for Desert Healthcare District:

Name: Conrado Bárzaga, MD
Title: Chief Executive Officer

SIGNATURE

DATE

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

EXHIBIT A

DESERT HEALTHCARE DISTRICT ATTRIBUTION POLICY

1. **Attribution Wording**

Attribution for District-funded programs shall be as follows:

“Made possible by funding from Desert Healthcare District” / “Echo posible por medio de fondos de Desert Healthcare District” or “Funded by Desert Healthcare District” / “Fondado por Desert Healthcare District”

2. **Educational Materials**

Educational materials are items such as brochures, workbooks, posters, videos, curricula, or games. Materials (in print or electronic formats) produced and distributed for Desert Healthcare District-funded programs shall include the approved wording.

3. **Promotional Materials**

District attribution shall be included on promotional items such as flyers, banners and other types of signage. However, acknowledgement may be omitted when space limitation is an issue (e.g., buttons, pencils, pens, etc.)

4. **Media Materials and Activities**

Attribution to the District shall be included in any information distributed to the media for the purpose of publicizing a District-funded program. This information may include news releases and advisories, public service announcements (PSAs), television and radio advertisements, and calendar/event listings.

Media and publicity activities, such as news conferences, story pitching, press interviews, editorial board meetings and promotional events shall include reference to the District’s program support. As a courtesy, the District would appreciate notification of these activities at least two (2) weeks in advance, whenever possible. Please send to the District copies of any press coverage of District-funded programs.

5. **Logo Usage**

Use of the Desert Healthcare District logo is permitted and encouraged. Logos can be provided in print and electronic formats. Logos will be provided by DISTRICT upon initial grant funding and at RECIPIENT’s request thereafter. Graphic standards for logos shall be adhered to as provided by DISTRICT. Requests for logo should be directed to the Program Department of Desert Healthcare District.

6. **Photograph Consent**

RECIPIENT shall permit photographs of District-funded program to be taken by District-designated photographer at District expense, and consents to usage of such photographs on District Web site and other materials designed to inform and educate the public about District.

DISTRICT _____ RECIPIENT _____

EXHIBIT B

PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

Project Title
COVID-19 Response

Start/End
04/01/2020
03/31/2021

PAYMENTS:

(1) Payment: \$150,000.00

Total request amount: \$150,000.00

GRANT AND PAYMENT SCHEDULE REQUIREMENTS

Scheduled Date	Grant Requirements for Payment	Payment
04/01/2020	Signed Agreement submitted and accepted.	Advance of \$150,000.00 for time period 04/01/2020- 12/31/2020
04/30/2021	Final report (04/01/2020- 03/31/2021), final budget & number of clients/patients served, either directly or through Tele- Health.	\$0.00

TOTAL GRANT AMOUNT: \$150,000.00

DELIVERABLES:

Evaluation

This particular proposal will be difficult to evaluate, as it is not being used in a normal fashion. We will keep records as to how many patients use the Tele-Health program and keep track of all the thermometers we hand out. We will describe success if we can ease the wait time in our call centers, if we can prescreen using the Tele-Health program to insure that patients are referred to the correct services and the correct locations.

EXHIBIT C

PROGRAM BUDGET ATTACHED AS SUPPLEMENTAL PAGE(S)

Line Item Budget

PROGRAM OPERATIONS		Total Program/Project Budget	Funds from Other Sources Detail on sheet 3	Amount Requested from DHCD
Total Staffing Costs Detail on sheet 2		76191	0	76191
Equipment (itemize)				
O Tele-Health Program	Set Up & Training	4500	0	4500
O Tele-Health Program	25 Licenses	13980	0	13980
25 iPads & Stands	For Tele-Health Program \$650 each	16250	0	16250
4				0
Supplies (itemize)				
Medical Safety Supplies	Misc Protective Equipment	16500	0	16500
Custodial Cleaning Supplies	Misc Cleaning Supplies	8000	0	8000
500 Thermometers	Individual Thermometers \$4 each	2492	0	2492
4				0
Printing/Duplication				
Mailing/Postage				
Travel/Mileage				
Education/Training				
Office/Rent/Mortgage				
Telephone/Fax/Internet				
Utilities				
Insurance				
Other facility costs not described above (itemize)				
	1			0
	2			0
	3			0
	4			0
Other program costs not described above (itemize)				
Indirect Cost @10%		12087	0	12087
Operations			0	0
3				0
4				0
Total Program Budget		150000	0	150000
Budget Narrative	<p style="color: red;">Fully describe items above in this cell. You may insert rows or create additional worksheets if more space is needed to fully describe your budget.</p> <p style="color: red;">. The OTTO Tele-Health program will allow staff to prescreen or treat patients remotely therefore not exposing them to the possible virus. The funds will be used for the set up and training of staff along with 25 licenses for its use. Additionally we will need to purchase 25 iPads & Stands for use with this program.</p> <p style="color: red;">. Medical Safety Supplies will include but not limited to Gowns, masks, faceshields, gloves and other protective gear the medical staff deems necessary. Custodial Cleaning Supplies will include but not limited to; cleaning Supplies, disinfectants, and replacement of contaminated cleaning equipment. One important thing to note, not only do we need to purchase supplies for this crisis we are going to need to restock all of our supplies that we have used leaving our backup supplies very low or empty.</p> <p style="color: red;">. We are looking to purchase approximately 500 personal thermometers at a cost of \$4 each plus shipping. These Thermometers will be given to patients who need to self monitor due to self quarantine or are part of the Tele-Health program. This will allow us to get patient info without risk of exposure.</p>			

Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
Employee Position/Title					
1	PBX Operators	\$31,200	100%	\$31,200	\$15,600
2	PBX Operators	\$31,200	100%	\$31,200	\$15,600
3	PBX Operators	\$31,200	100%	\$31,200	\$15,600
4	Call Center Manager	\$43,680	100%	\$43,680	\$10,920
5					
6					
7					
8					
Total Employee Benefits				\$43,930	\$18,471
Enter this amount in Section 1; Staffing Costs				Total >	76191
Budget Narrative	Please describe in detail the scope of work and duties for each employee on this grant. PBX operators are part of CDSDP's call centers. Their job duties is to answer all incoming calls and to inform, redirct, refer, and answer and questions patients or community members may have. Call Center Manager oversees and supervises all operation inthe call centers and the staff.				
Budget Narrative	Please describe in detail the employee benefits including the percentage and salary used for calculation. Benefits are at 32% of slaries. DHCD's portion for PBX operators is 25% of cost, and DHCD's portion for Call Center Manger is 25% of cost.				
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant
Company and Staff Title					
1					
2					
3					
4					

Line Item Budget Staffing Costs

5					
Enter this amount in Section 1; Staffing Costs				Total >	0
Budget Narrative	Please describe in detail the scope of work for each professional service/consultant on this grant.				

Line Item Budget

Other Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
Fees		
Donations		
Grants (List Organizations)		
	1	
	2	
	3	
	4	
Fundraising (describe nature of fundraiser)		
	1	
	2	
Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)		
	1	
	2	
	3	
	4	
Total funding in addition to DHCD request		0
Budget Narrative	Describe program/project income listed above. Note whether income is "projected" or actual.	

2020 COVID-19 Response Grant Request Summary

COVID-19 Response Grant Application

In response to the strain the COVID-19 virus pandemic is placing on the local healthcare system and community-based organizations, the Desert Healthcare District have made available grant funds to provide additional support and resources to our local healthcare and service providers.

Desert Aids Project, Grant #1083

About the Organization

Desert Aids Project
1695 N. Sunrise Way
Palm Springs, CA 92262
Tel: (760) 323-2118 Ext: 262
Fax: (760) 323-1299
www.desertaidproject.org

Organization Type:

501(c)(3)

Contact:

David Brinkman
Tel: (760) 323-2118
Fax: (760) 323-1299
dbrinkman@desertaidproject.org

Proposal

Project Title: DAP COVID-19 Triage Clinic

Total Project Budget: \$575,000.00

Requested Amount: \$150,000.00

Start Date: 3/16/2020

End Date: 9/18/2020

Project/Program Description

Community Need:

Immediately recognizing the seriousness of the situation, and the applicability of our history and our specialized resources, Desert AIDS Project's (DAP) response has been rapid and decisive. To protect the lives of individuals in the Coachella Valley (Valley) and our local emergency departments from the impact of COVID-19, DAP opened a dedicated COVID-19 Triage Clinic on March 16, 2020.

With over 35 years of experience in the treatment and prevention of one of the most widespread pandemics in human history (HIV), DAP is uniquely positioned to save lives and reduce demand on our region's emergency departments. DAP currently employs a

large cadre of healthcare professionals with extensive experience and expertise in dealing with infectious diseases, including three physicians who are board-certified infectious disease specialists.

At no other time in our history have we been in a situation that more exemplifies the core intent of our mission: “To enhance and promote the health and well-being of our community.”

Project Description:

This Triage Clinic allows our medical experts to test and treat patients’ symptoms of COVID-19 in a quarantined space while also allowing our non-symptomatic patients to continue having their health needs met in our primary health clinics without potential exposure.

In addition to testing, outpatient care provided at DAP’s COVID-19 Triage Clinic includes: a) nebulizer treatments, b) oxygen administration, and c) prescribed metered dose inhalers.

These respiratory treatments use aerosolized or inhaled medications to open and maintain airway function while also reducing secretions to preserve or improve pulmonary or lung capacity.

Oxygen therapy provides highly concentrated supplemental oxygen to ensure cells are getting the necessary amount of oxygen required to function.

DAP also launched a Food, Medication, and Basic Necessities home-delivery service. The service supports people who test positive for COVID-19 to remain quarantined in their homes. DAP similarly is providing this service to its existing high-risk client population, (listed in order of priority): (1) Patients/Clients with a CD4 under 200 count and over the age of 60; (2) Patients/Clients with a CD4 count under 200 only; and (3) Patients/Clients over the age of 60.

Is this a new project or an expansion of a preexisting project?

DAP’s dedicated COVID-19 Triage Clinic is a new project that was opened in response to the COVID-19 pandemic.

How will the grant funds be used?

Grant funds will be used for salaries of personnel staffing the dedicated COVID-19 Triage Clinic (\$118,110) as well as for critical personal protective equipment (PPE) such as masks, gowns, and gloves for the clinic (\$31,890).

Geographical Area Served

All District Areas

Population Served

Adults (25-64 years old); Homeless; Seniors (65+ years old); Uninsured; Individuals with a compromised immune system

How many residents will be served?

2,800

Evaluation

The Clinic's impact will be evaluated by the increasing number of community members we serve who are able to visit our facility for COVID-19 testing and treatment of respiratory symptoms rather than burdening the Valley's emergency departments. In the Clinic's second week of operation, DAP realized an increase of six patients per day between Monday and Friday. We ended the week with 19 individuals seeking tests at the Clinic, and based on Riverside County public health official projections, we expect that number to increase exponentially in the coming weeks.

Partnerships:**Key Partners**

DAP is partnering with the Valley's three hospitals to serve the community during the pandemic. DAP's role is to test and treat symptoms of mild to moderate COVID-19. Doing so, saves lives: 1) post- diagnosis, DAP's medical and social service team provides care to patients who are home quarantined and 2) frees up the Valley's emergency departments to focus on the most severely ill COVID-19 patients.

Additionally, DAP employs the Valley's largest team of Infectious Disease Physicians. During this crisis, DAP's Chief of Infectious Diseases, Dr. Kerkar, provides COVID-19 leadership in all three hospitals.

DAP is partnering with AAP Food Samaritans for food contributions to our Food, Medication, and Basic Necessities home-delivery service for quarantined and clients at higher risk of contracting the virus.

While DAP is no longer providing direct outreach to the Valley's homeless population, we are providing hygiene kits that include condoms, lube, and DAP's COVID-19 hotline number to be handed out by Well in the Desert and the Coachella Valley Rescue Mission.

The Department of Community Health will continue its work to educate at-risk populations about HIV and HCV by providing educational presentations to nine local recovery centers, including Casas Las Palmas and The Ranch Residential Treatment Program.



DESERT HEALTHCARE DISTRICT GRANT 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 Desert Aids Project (“RECIPIENT”) and is effective upon execution by both parties.

1. **Grant**

Purpose and Use of Grant: COVID-19 Response: This Grant responds to the COVID-19 epidemic and provides funding for Personal Protection Equipment for the Triage Clinic. In addition, the grant provides funding towards the salaries of personnel staff working at the clinic including a physician, a vocational nursed and medical assistant.

Amount: \$150,000.00

2. **Term of Agreement**

The term of this agreement is from April 1, 2020 through September 30, 2020, subject, however, to earlier termination as provided in this agreement.

3. **Legal Responsibility/Liability**

In authorizing execution of this agreement, the governing body of RECIPIENT accepts legal responsibility to ensure that the funds provided by DISTRICT are allocated solely for the purpose for which the grant was intended. RECIPIENT agrees to be knowledgeable of the requirements of this agreement and to be responsible for compliance with its terms. In no event shall DISTRICT be legally responsible or liable for RECIPIENT's performance or failure to perform under the terms of the grant or this agreement.

RECIPIENT agrees that DISTRICT may review, audit, and/or inspect DISTRICT-funded program operated by RECIPIENT under this agreement for compliance with the terms of this agreement.

4. **Reduction/Reimbursement of Awarded Funds**

DISTRICT may reduce, suspend, or terminate the payment or amount of the grant if the District determines in its sole discretion that RECIPIENT is not using the grant for the intended purposes or meeting the objectives of the grant. RECIPIENT hereby expressly waives any and all claims against DISTRICT for damages that may arise from the termination, suspension, or reduction of the grant funds provided by DISTRICT.

DISTRICT _____ RECIPIENT _____

RECIPIENT further agrees to reimburse any funds received from DISTRICT, where the DISTRICT determines that grant funds have not been utilized by RECIPIENT for their intended purpose.

5. **Other Funding Sources**

If requested by DISTRICT, RECIPIENT shall make information available regarding other funding sources or collaborating agencies for the programs or services provided by RECIPIENT.

6. **Attribution Policy**

RECIPIENT agrees to comply with the DISTRICT'S attribution policy, which is attached to this agreement as Exhibit "A."

7. **Payment Schedule**

Unless RECIPIENT and DISTRICT agree upon alternative arrangements, grant funds shall be allocated and paid according to the schedule and requirements described on Exhibit "B." In the event RECIPIENT fails to provide report(s) and/or appropriate supporting documentation in a timely manner, RECIPIENT may be subject to a delay or discontinuance of funding, at DISTRICT'S sole discretion.

8. **Program Budget**

RECIPIENT shall also submit, prior to the DISTRICT entering into this agreement, a program budget, which shall be subject to review and approval of DISTRICT. A copy of RECIPIENT'S program budget shall be attached to this agreement as Exhibit "C."

9. **Scope of Services/Recipient Activities**

Prior to the DISTRICT entering into this agreement, RECIPIENT shall include in its application, subject to review and approval by the DISTRICT, details of the RECIPIENT'S scope of service(s), activities or program(s) proposed for funding.

10. **Evaluation/Outcomes Reporting**

Prior to the District entering into this agreement, RECIPIENT shall include in its application, subject to review and approval of the DISTRICT, details of its plan for evaluation and reporting.

RECIPIENT shall cooperate in efforts undertaken by DISTRICT to evaluate RECIPIENT'S effectiveness and use of the grant funds. RECIPIENT shall participate in and comply with all on-site evaluation and grant monitoring procedures including interviews with RECIPIENT'S staff by DISTRICT. RECIPIENT, at the request of the DISTRICT, shall also provide progress reports to DISTRICT according to the schedule contained on Exhibit "B" in a format to be provided by DISTRICT.

DISTRICT _____ RECIPIENT _____

11. Use of Subcontractors

RECIPIENT may not subcontract any portion of the duties and obligations required by this agreement without the written consent of the DISTRICT. A copy of the proposed subcontract between RECIPIENT and the subcontractor shall be provided to DISTRICT for review. In the event DISTRICT consents to subcontract, the subcontractor shall be required to execute an agreement assuming all rights and obligations of this agreement, including the DISTRICT'S right to inspect the subcontractor's books and records and the right to monitor and evaluate the effectiveness of the use of the grant funds. Notwithstanding the forgoing, RECIPIENT shall remain primarily responsible for compliance with all terms and conditions of this agreement.

12. Use of Funds

The funds received pursuant to this agreement may not be used by RECIPIENT for general operating expenses or any other programs or services provided by RECIPIENT without the written consent of DISTRICT.

Upon request, RECIPIENT shall make available for the DISTRICT and members of the public, a detailed description of the program(s) and/or service(s) funded by DISTRICT. This program description may be a separate document or may be incorporated into the overall program materials developed by the RECIPIENT.

13. Prevailing Wages

If the funds received are used to pay for any portion of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws (Labor Code sections 1720 et seq. and 1770 et seq.), and if the project cost is \$1,000 or more, RECIPIENT agrees to fully comply with such Prevailing Wage Laws, if applicable. RECIPIENT shall require any contractor or subcontractor performing work on an applicable "public works" or "maintenance" project to fully comply with all Prevailing Wage Laws, including but not limited to the payment of prevailing wages, registration with DIR, and maintenance of certified payroll records."

14. Independent Contractor Status

The relationship between DISTRICT and RECIPIENT, and the agents, employees, and subcontractors of RECIPIENT in the performance of this agreement, shall be one of independent contractors, and no agent, employee, or subcontractor of RECIPIENT shall be deemed to be an officer, employee, or agent of DISTRICT.

DISTRICT _____ RECIPIENT _____

15. Use of Funds for Lobbying or Political Purposes

RECIPIENT is prohibited from using funds provided by DISTRICT herein for any political campaign or to support attempts to influence legislation by any governmental body.

16. Compliance with Applicable Law and Regulations

RECIPIENT shall comply with all federal, state, and local laws and regulations, including but not limited to labor laws, occupational and general safety laws, and licensing laws. All licenses, permits, notices, and certificates as are required to be maintained by RECIPIENT shall be in effect throughout the term of this agreement.

Where medical records, and/or client records are generated under this agreement, RECIPIENT shall safeguard the confidentiality of the records in accordance with all state and federal laws, including the provisions of the Health Insurance Accountability and Portability Act of 1996 (HIPAA), and the laws and regulations promulgated subsequent thereto.

RECIPIENT shall notify DISTRICT in writing within 5 (five) days if any required licenses or permits are canceled, suspended, or otherwise terminated, or if RECIPIENT becomes a party to any litigation or investigation by a regulatory agency that may interfere with the ability of RECIPIENT to perform its duties under this agreement.

17. Changes or Modifications to the Use of DISTRICT Grant Funds

RECIPIENT shall submit to DISTRICT, in writing, any requests for proposed changes in the use of DISTRICT grant funds. DISTRICT must receive such requests at least thirty (30) days prior to the date the proposed changes are to be implemented and the proposed changes shall be subject to DISTRICT Board approval.

Notwithstanding the foregoing, requests for transfers between budget categories or line items less than ten percent (10%) of the total grant amount that do not change the total grant amount or generate additional line items may be directed to the DISTRICT's Program Department for consideration.

18. No-Cost Grant Extensions

Any request by the RECIPIENT to extend a grant's project period without additional funding from the DISTRICT will be processed pursuant to the DISTRICT's No-Cost Grant Extension Policy. Any no-cost grant extension request shall be subject to DISTRICT Board approval.

19. Conflict of Interest/Self Dealing

RECIPIENT and RECIPIENT'S officers and employees shall not have a financial interest or acquire any financial interest, direct or indirect, in any business entity or source of

DISTRICT _____ RECIPIENT _____

income that could be financially affected by, or otherwise conflict in any manner or degree with, the performance of programs or services required under this agreement.

20. **Indemnity and Hold Harmless**

RECIPIENT agrees to indemnify, defend, and hold harmless DISTRICT and its officers, agents, employees, volunteers, and servants from any and all claims and losses accruing or resulting to any and all employees, contractors, subcontractors, laborers, volunteers, and any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and losses of any kind accruing or resulting to any person, firm, or corporation arising out of, or in any way connected with or as a result of, the performance or execution of this agreement, the consummation of the transactions contemplated hereby, or in the expenditure of grant funds provided by DISTRICT.

21. **Fiscal/Accounting Principles**

RECIPIENT shall maintain an accounting system that accurately reflects and documents all fiscal transactions for which grant funds are used. The accounting system must conform to generally accepted accounting principles and upon request, DISTRICT shall have the right to review, inspect and copy all books and records related to the accounting system.

22. **Documentation of Revenues and Expenses**

RECIPIENT shall maintain full and complete documentation of all revenue and expenses (including subcontracted, overhead, and indirect expenses) associated with use of the grant funds covered by this agreement. During the term of this agreement and thereafter, DISTRICT or its authorized representative(s) shall have the right to review all RECIPIENT financial records including records related to the use or disbursement of the grant funds, upon request by DISTRICT. DISTRICT shall also have the right to audit, if necessary, RECIPIENT'S use of grant funds and any and all programs or services that were provided through the use of the DISTRICT funds. In the event of an audit or financial review, RECIPIENT agrees to provide DISTRICT access to all of RECIPIENT'S books and records.

23. **Records Retention**

All records of RECIPIENT pertaining to the use of grant funds shall be maintained at RECIPIENT'S main local office for at least five (5) years following the year in which grant funds were first provided by DISTRICT.

24. **Governing Law**

This agreement shall be governed by and construed in accordance with the laws of the State of California.

DISTRICT _____ RECIPIENT _____

25. Assignment or Transfer

RECIPIENT may not assign or transfer any interest in this agreement or entitlement to grant funds without the written consent of District.

26. Entire Agreement, Amendment

This agreement contains the entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements not contained herein. This agreement may only be amended or modified by a writing signed by both parties.

27. Notices

Any notice required or permitted pursuant to this agreement may be given by a party to the other party at the address set forth in the signature block of this agreement. Either party may change its address for purposes of notice by complying with the requirements of this section.

28. Signatories

The persons executing this 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:
Desert Aids Project
1695 N. Sunrise Way
Palm Springs, CA 92262

Name: President/Chair of RECIPIENT
Governing Body

Name: Executive Director/CEO

PLEASE PRINT

PLEASE PRINT

SIGNATURE

SIGNATURE

DATE

DATE

DISTRICT _____ RECIPIENT _____

Authorized Signatory for Desert Healthcare District:

Name: Conrado Bárzaga, MD
Title: Chief Executive Officer

SIGNATURE

DATE

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

EXHIBIT A

DESERT HEALTHCARE DISTRICT ATTRIBUTION POLICY

1. **Attribution Wording**

Attribution for District-funded programs shall be as follows:

“Made possible by funding from Desert Healthcare District” / “Echo posible por medio de fondos de Desert Healthcare District” **or** “Funded by Desert Healthcare District” / “Fondado por Desert Healthcare District”

2. **Educational Materials**

Educational materials are items such as brochures, workbooks, posters, videos, curricula, or games. Materials (in print or electronic formats) produced and distributed for Desert Healthcare District-funded programs shall include the approved wording.

3. **Promotional Materials**

District attribution shall be included on promotional items such as flyers, banners and other types of signage. However, acknowledgement may be omitted when space limitation is an issue (e.g., buttons, pencils, pens, etc.)

4. **Media Materials and Activities**

Attribution to the District shall be included in any information distributed to the media for the purpose of publicizing a District-funded program. This information may include news releases and advisories, public service announcements (PSAs), television and radio advertisements, and calendar/event listings.

Media and publicity activities, such as news conferences, story pitching, press interviews, editorial board meetings and promotional events shall include reference to the District's program support. As a courtesy, the District would appreciate notification of these activities at least two (2) weeks in advance, whenever possible. Please send to the District copies of any press coverage of District-funded programs.

5. **Logo Usage**

Use of the Desert Healthcare District logo is permitted and encouraged. Logos can be provided in print and electronic formats. Logos will be provided by DISTRICT upon initial grant funding and at RECIPIENT's request thereafter. Graphic standards for logos shall be adhered to as provided by DISTRICT. Requests for logo should be directed to the Program Department of Desert Healthcare District.

6. **Photograph Consent**

RECIPIENT shall permit photographs of District-funded program to be taken by District-designated photographer at District expense, and consents to usage of such photographs on District Web site and other materials designed to inform and educate the public about District.

DISTRICT _____ RECIPIENT _____

EXHIBIT B

PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
DAP COVID-19 Triage Clinic	04/01/2020 09/30/2020

PAYMENTS:

(1) Payment: \$150,000.00

Total request amount: \$150,000.00

GRANT AND PAYMENT SCHEDULE REQUIREMENTS

Scheduled Date	Grant Requirements for Payment	Payment
04/01/2020	Signed Agreement submitted and accepted.	Advance of \$150,000.00 for time period 04/01/2020- 12/31/2020
10/31/2021	Final report (04/01/2020- 03/31/2021), final budget with receipts & number of clients/patients served at the COVID-19 Triage Clinic	\$0.00

TOTAL GRANT AMOUNT: \$150,000.00

DELIVERABLES:

Evaluation

The Clinic’s impact will be evaluated by the increasing number of community members we serve who are able to visit our facility for COVID-19 testing and treatment of respiratory symptoms rather than burdening the Valley’s emergency departments. In the Clinic’s second week of operation, DAP realized an increase of six patients per day between Monday and Friday. We ended the week with 19 individuals seeking tests at the Clinic, and based on Riverside County public health official projections, we expect that number to increase exponentially in the coming weeks.

DISTRICT _____ RECIPIENT _____

EXHIBIT C

PROGRAM BUDGET ATTACHED AS SUPPLEMENTAL PAGE(S)

Line Item Budget Operational Costs

PROGRAM OPERATIONS		Total Program/Project Budget	Funds from Other Sources Detail on sheet 3	Amount Requested from DHCD
Total Staffing Costs Detail on sheet 2		374,950		118,110
Equipment (itemize)				
1	N/A			0
2				0
3				0
4				0
Supplies (itemize)				
1	Medical PPE (Masks, Gowns, Gloves)	86,369		31,890
2	Pharmaceuticals	6,170		0
3				0
4				0
Printing/Duplication		5,250	0	0
Mailing/Postage				0
Travel/Mileage		3,205	0	0
Education/Training				0
Office/Rent/Mortgage		15,750	0	0
Telephone/Fax/Internet		3,615	0	0
Utilities				0
Insurance				0
Other facility costs not described above (itemize)				
1				0
2				0
3				0
4				0
Other program costs not described above (itemize)				
1	Indirect / Administrative Support	79,250	0	0
2				0
3				0
4				0
Total Program Budget		574,559	424,559	150,000
Budget Narrative	<p style="color: red; font-size: small;">Fully describe items above in this cell. You may insert rows or create additional worksheets if more space is needed to fully describe your budget. Personal protective equipment is crucial to staff assigned to the Clinic as they are on the front lines and most at risk of being exposed to individuals infected by COVID-19.</p>			

Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
Employee Position/Title					
1	Medical Doctor (MD)	220,500	100	220,500	55,125
2	Licensed Vocational Nurse (LVN)	53,550	100	53,550	13,388
3	Medical Assistance (MA)	26,208	100	26,208	6,552
4	COVID-19 Screener	19,656	100	19,656	4,914
5	Registration Staff	19,656	100	19,656	4,914
6	Call Center / Hotline Staff	19,656	100	19,656	4,914
7	Environmental Vocational Services	15,725	100	15,725	3,931
Total Employee Benefits @ 26%					24,372
Enter this amount in Section 1; Staffing Costs				Total >	118,110
Budget Narrative	Grant funds will be used for salaries of personnel staffing the dedicated COVID-19 Triage Clinic. The MD, LVN and MA all are testing and treating symptoms of pre-screened individuals who exhibit COVID-19 symptoms. The COVID-19 Screener following the CDC recommened questionnaire .The Registration Staff record patient intake information into DAP's Electronic Health Record (EHR). The Call Center /Hotline Staff answers DAP's decicated COVID-19 hotline number. The EVS Worker provide daily cleaning and sterilization of DAP's COVID-19 Traige Clinic.				
Budget Narrative	DHCD/F grant fudning for staff personnel was calculated at 0.25 FTE of annual salary. Employee Benefits were calculated at DAP's 26% rate.				
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant
Company and Staff Title					
1	N/A	N/A	N/A	N/A	0
2					
3					
4					
5					
Enter this amount in Section 1; Staffing Costs				Total >	0
Budget Narrative	Please describe in detail the scope of work for each professional service/consultant on this grant. N/A				

Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project			Amount
Fees			0
Donations			0
Grants (List Organizations)			
Actual	1	Auen Foundation	50,000
Projected	2	Houston Family Foundation	100,000
Projected	3	Desert Oais Healthcare	50,000
	4		
Fundraising (describe nature of fundraiser)			
Projected	1	Telemarketing - Friends Asking Friends.	224,559
	2		
Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)			
	1	N/A	0
	2		
	3		
	4		
Total funding in addition to DHCD request			424559
Budget Narrative	<p>Describe program/project income listed above. Note whether income is "projected" or actual. Desert AIDS Project (DAP) is prospecting various Foundations. DAP has established a telemarkeing campaing. Both in alignment and to offset the expenditures of DAP's COVID-19 Triage Clinic.</p>		

2020 COVID-19 Response Grant Request Summary

COVID-19 Response Grant Application

In response to the strain the COVID-19 virus pandemic is placing on the local healthcare system and community-based organizations, the Desert Healthcare District have made available grant funds to provide additional support and resources to our local healthcare and service providers.

Borrego Community Health Foundation, Grant #1084

About the Organization

Borrego Community Health Foundation
P.O. Box 2369
Borrego Springs, CA 92004
Tel: (760) 767-5051
borregomedical.org

Organization Type:

501(c)(3)

Contact:

Cynthia Preciado
Tel: (619) 873-3555
cpreciado@borregomedical.org

Proposal

Project Title: Borrego Health Response to Covid-19

Total Project Budget: \$318,500.00

Requested Amount: \$150,000.00

Start Date:3/1/2020

End Date:6/30/2020

Project/Program Description

Community Need:

Much like the rest of the country, the Eastern Coachella Valley is experiencing the impact of the Covid-19 Pandemic. The 446,820 people in the Valley watch in fear as the pandemic erupts in their communities with reportedly nine deaths having occurred in this region of Riverside County as of March 31, 2020. The number of confirmed cases is rising on a daily basis and the Valley has confirmed 104 positive cases or 28% of the total cases in Riverside County as reported by the Riverside University Health Systems - Department of Public Health.

The community lives in fear of exposure, listening to every alert. The orders of shelter in place have further heightened the awareness of the risk and severity of the pandemic. Everyone is looking for certainty with an ever increasing level of anxiety and

trying to make the best decisions for medical care during these challenging times. Availability of testing and screening for symptoms provides some consolation.

Access to outpatient primary medical care becomes limited during these times, more so than usually experienced by the already underserved communities. Much like the rest of the Inland Empire, the Valley experiences a very low ratio of primary physicians to population resulting in barriers to care. The ratio in the county of primary physicians to population is reportedly at 31.5/100,000 with changing focus on supporting care for the seriously ill.

The low income population and those living in poverty already experience barriers in accessing care. During these times, continuity and availability of services for this population is equally important. The U.S. Census Bureau - 2018 American Community Survey indicates that 43% of the population in the region live at or below 200% of the Federal Poverty Level.

Project Description:

Borrego Health addresses the primary care service needs to the most vulnerable populations, The organization is on the front lines of responding to the Covid-19 crisis providing clinical assessment of those presenting with possible symptoms, addressing health care needs of those at risk, testing for Covid-19 and providing mental health services.

In reaching out to the community and supporting the effort of minimizing the impact of the pandemic in the Easter Coachella Valley, Borrego Health initially need to ensure the safety of those providing the care. Addressing the limited supplies of personal protective equipment (PPE) continues to be one of the priorities. Having access to tests continues to be a concern as well as the laboratories are releasing a limited supply. While point of care testing is anticipated in the near future, Borrego Health has been added to the many organizations on a waiting list. Adding testing capacity would further support the efforts of identifying those positive for Covid -19 and support the need for quarantine.

The greatest success of delivery of care during this time has been the role out of the delivery of services via telehealth and phone visits. Both medical and mental health services are now being offered via this delivery method. The phone visits were initiated within the last week with success. Healthcare can be provided for those with other healthcare needs as well as those needing assessment for Covid-19 exposure and developing symptoms. This is an effective screening tool and educational opportunity to provide access at the appropriate level of care and avoid unnecessary visits to the emergency room.

Borrego Health is continuing the provision of care to patients with great concern and monitoring of the financial component. The organization seeks opportunities for resources to support the efforts during this time of public health crisis.

Is this a new project or an expansion of a preexisting project?

This funding will provide financial support during a public health crisis for operations to address the existing healthcare needs of the community. The response to the need for additional services, has required incurring the cost of additional equipment, supplies, the staff adaptation and commitment to reach out and support the community.

Borrego Health has lost 90% of the billable visits for the dental department having to shut down this operation due to high risk of exposure. The productivity for medical has decreased by 50% due to the sole focus on the pandemic and supporting these efforts. The financial impact of this loss of revenue is not sustainable on an ongoing basis without the various funding opportunities.

The delivery of health care services via telehealth is a new development hastened in its implementation due to the developing need for access to care during a time of social distancing and mandates of stay at home. This is a new delivery model that requires staff investment and ongoing support. Approximately 35% of the Borrego Health employees are currently furloughed quarantined, having problems with child care or working from home. Sustainability and growth of this effort requires continued financial support.

How will the grant funds be used?

The grant funds will be used to address health care needs of the Eastern Coachella Valley during the Covid-19 pandemic. This includes two teams providing telehealth and phone visits and increasing testing for Covid-19 as more tests become available. Staff screening and caring for patients at the clinics also require personal protective equipment.

Geographical Area Served

All District Areas

Population Served

Adults (25-64 years old);Children (6-17 years old);Infants (0 -5 years old);Seniors (65+ years old);Youth (18-64 years old)

How many residents will be served?

1,750

Evaluation

Evaluation

1,750 will receive telehealth visits, so total patients served and total visits. Do to the limitations on current testing, it is difficult to anticipate how many tests will be available.

However, patients are being screened at the clinics to appropriately use the tests on those presenting with potential symptoms.

Partnerships:

Key Partners

Borrego Health maintains a large network of community partnerships in an effort to provide care for the underserved population. These include agreements with all three school districts in the Valley and College of the Desert. The use of telehealth has spread among the college students and their families. Due to limitations of social distancing, many of the partnerships are not available for referrals. Telehealth is being promoted as much as possible and the program is growing every day.



DESERT HEALTHCARE DISTRICT GRANT 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 Borrego Community Health Foundation (“RECIPIENT”) and is effective upon execution by both parties.

1. Grant

Purpose and Use of Grant: Borrego Health Response to COVID-19: This Grant is for operational health support to expand Tele-Health in the Coachella Valley patients. Funding will be used for Personal Protective Equipment and towards personnel salaries of two telehealth teams including a Physician Assistant, a Nurse Practitioner, 2 Medical Assistants and 2 Coordinators."

Amount: \$150,000.00

2. Term of Agreement

The term of this agreement is from April 1, 2020 through June 30, 2020, subject, however, to earlier termination as provided in this agreement.

3. Legal Responsibility/Liability

In authorizing execution of this agreement, the governing body of RECIPIENT accepts legal responsibility to ensure that the funds provided by DISTRICT are allocated solely for the purpose for which the grant was intended. RECIPIENT agrees to be knowledgeable of the requirements of this agreement and to be responsible for compliance with its terms. In no event shall DISTRICT be legally responsible or liable for RECIPIENT's performance or failure to perform under the terms of the grant or this agreement.

RECIPIENT agrees that DISTRICT may review, audit, and/or inspect DISTRICT-funded program operated by RECIPIENT under this agreement for compliance with the terms of this agreement.

4. Reduction/Reimbursement of Awarded Funds

DISTRICT may reduce, suspend, or terminate the payment or amount of the grant if the District determines in its sole discretion that RECIPIENT is not using the grant for the intended purposes or meeting the objectives of the grant. RECIPIENT hereby expressly

DISTRICT _____ RECIPIENT _____

waives any and all claims against DISTRICT for damages that may arise from the termination, suspension, or reduction of the grant funds provided by DISTRICT.

RECIPIENT further agrees to reimburse any funds received from DISTRICT, where the DISTRICT determines that grant funds have not been utilized by RECIPIENT for their intended purpose.

5. **Other Funding Sources**

If requested by DISTRICT, RECIPIENT shall make information available regarding other funding sources or collaborating agencies for the programs or services provided by RECIPIENT.

6. **Attribution Policy**

RECIPIENT agrees to comply with the DISTRICT'S attribution policy, which is attached to this agreement as Exhibit "A."

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RECIPIENT shall also submit, prior to the DISTRICT entering into this agreement, a program budget, which shall be subject to review and approval of DISTRICT. A copy of RECIPIENT'S program budget shall be attached to this agreement as Exhibit "C."

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Prior to the DISTRICT entering into this agreement, RECIPIENT shall include in its application, subject to review and approval by the DISTRICT, details of the RECIPIENT'S scope of service(s), activities or program(s) proposed for funding.

10. **Evaluation/Outcomes Reporting**

Prior to the District entering into this agreement, RECIPIENT shall include in its application, subject to review and approval of the DISTRICT, details of its plan for evaluation and reporting.

DISTRICT _____ RECIPIENT _____

RECIPIENT shall cooperate in efforts undertaken by DISTRICT to evaluate RECIPIENT'S effectiveness and use of the grant funds. RECIPIENT shall participate in and comply with all on-site evaluation and grant monitoring procedures including interviews with RECIPIENT'S staff by DISTRICT. RECIPIENT, at the request of the DISTRICT, shall also provide progress reports to DISTRICT according to the schedule contained on Exhibit "B" in a format to be provided by DISTRICT.

11. **Use of Subcontractors**

RECIPIENT may not subcontract any portion of the duties and obligations required by this agreement without the written consent of the DISTRICT. A copy of the proposed subcontract between RECIPIENT and the subcontractor shall be provided to DISTRICT for review. In the event DISTRICT consents to subcontract, the subcontractor shall be required to execute an agreement assuming all rights and obligations of this agreement, including the DISTRICT'S right to inspect the subcontractor's books and records and the right to monitor and evaluate the effectiveness of the use of the grant funds. Notwithstanding the forgoing, RECIPIENT shall remain primarily responsible for compliance with all terms and conditions of this agreement.

12. **Use of Funds**

The funds received pursuant to this agreement may not be used by RECIPIENT for general operating expenses or any other programs or services provided by RECIPIENT without the written consent of DISTRICT.

Upon request, RECIPIENT shall make available for the DISTRICT and members of the public, a detailed description of the program(s) and/or service(s) funded by DISTRICT. This program description may be a separate document or may be incorporated into the overall program materials developed by the RECIPIENT.

13. **Prevailing Wages**

If the funds received are used to pay for any portion of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws (Labor Code sections 1720 et seq. and 1770 et seq.), and if the project cost is \$1,000 or more, RECIPIENT agrees to fully comply with such Prevailing Wage Laws, if applicable. RECIPIENT shall require any contractor or subcontractor performing work on an applicable "public works" or "maintenance" project to fully comply with all Prevailing Wage Laws, including but not limited to the payment of prevailing wages, registration with DIR, and maintenance of certified payroll records."

14. **Independent Contractor Status**

The relationship between DISTRICT and RECIPIENT, and the agents, employees, and subcontractors of RECIPIENT in the performance of this agreement, shall be one of independent contractors, and no agent, employee, or subcontractor of RECIPIENT shall be deemed to be an officer, employee, or agent of DISTRICT.

DISTRICT _____ RECIPIENT _____

15. **Use of Funds for Lobbying or Political Purposes**

RECIPIENT is prohibited from using funds provided by DISTRICT herein for any political campaign or to support attempts to influence legislation by any governmental body.

16. **Compliance with Applicable Law and Regulations**

RECIPIENT shall comply with all federal, state, and local laws and regulations, including but not limited to labor laws, occupational and general safety laws, and licensing laws. All licenses, permits, notices, and certificates as are required to be maintained by RECIPIENT shall be in effect throughout the term of this agreement.

Where medical records, and/or client records are generated under this agreement, RECIPIENT shall safeguard the confidentiality of the records in accordance with all state and federal laws, including the provisions of the Health Insurance Accountability and Portability Act of 1996 (HIPAA), and the laws and regulations promulgated subsequent thereto.

RECIPIENT shall notify DISTRICT in writing within 5 (five) days if any required licenses or permits are canceled, suspended, or otherwise terminated, or if RECIPIENT becomes a party to any litigation or investigation by a regulatory agency that may interfere with the ability of RECIPIENT to perform its duties under this agreement.

17. **Changes or Modifications to the Use of DISTRICT Grant Funds**

RECIPIENT shall submit to DISTRICT, in writing, any requests for proposed changes in the use of DISTRICT grant funds. DISTRICT must receive such requests at least thirty (30) days prior to the date the proposed changes are to be implemented and the proposed changes shall be subject to DISTRICT Board approval.

Notwithstanding the foregoing, requests for transfers between budget categories or line items less than ten percent (10%) of the total grant amount that do not change the total grant amount or generate additional line items may be directed to the DISTRICT's Program Department for consideration.

18. **No-Cost Grant Extensions**

Any request by the RECIPIENT to extend a grant's project period without additional funding from the DISTRICT will be processed pursuant to the DISTRICT's No-Cost Grant Extension Policy. Any no-cost grant extension request shall be subject to DISTRICT Board approval.

19. **Conflict of Interest/Self Dealing**

RECIPIENT and RECIPIENT'S officers and employees shall not have a financial interest or acquire any financial interest, direct or indirect, in any business entity or source of

DISTRICT _____ RECIPIENT _____

income that could be financially affected by, or otherwise conflict in any manner or degree with, the performance of programs or services required under this agreement.

20. **Indemnity and Hold Harmless**

RECIPIENT agrees to indemnify, defend, and hold harmless DISTRICT and its officers, agents, employees, volunteers, and servants from any and all claims and losses accruing or resulting to any and all employees, contractors, subcontractors, laborers, volunteers, and any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and losses of any kind accruing or resulting to any person, firm, or corporation arising out of, or in any way connected with or as a result of, the performance or execution of this agreement, the consummation of the transactions contemplated hereby, or in the expenditure of grant funds provided by DISTRICT.

21. **Fiscal/Accounting Principles**

RECIPIENT shall maintain an accounting system that accurately reflects and documents all fiscal transactions for which grant funds are used. The accounting system must conform to generally accepted accounting principles and upon request, DISTRICT shall have the right to review, inspect and copy all books and records related to the accounting system.

22. **Documentation of Revenues and Expenses**

RECIPIENT shall maintain full and complete documentation of all revenue and expenses (including subcontracted, overhead, and indirect expenses) associated with use of the grant funds covered by this agreement. During the term of this agreement and thereafter, DISTRICT or its authorized representative(s) shall have the right to review all RECIPIENT financial records including records related to the use or disbursement of the grant funds, upon request by DISTRICT. DISTRICT shall also have the right to audit, if necessary, RECIPIENT'S use of grant funds and any and all programs or services that were provided through the use of the DISTRICT funds. In the event of an audit or financial review, RECIPIENT agrees to provide DISTRICT access to all of RECIPIENT'S books and records.

23. **Records Retention**

All records of RECIPIENT pertaining to the use of grant funds shall be maintained at RECIPIENT'S main local office for at least five (5) years following the year in which grant funds were first provided by DISTRICT.

24. **Governing Law**

This agreement shall be governed by and construed in accordance with the laws of the State of California.

DISTRICT _____ RECIPIENT _____

25. Assignment or Transfer

RECIPIENT may not assign or transfer any interest in this agreement or entitlement to grant funds without the written consent of District.

26. Entire Agreement, Amendment

This agreement contains the entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements not contained herein. This agreement may only be amended or modified by a writing signed by both parties.

27. Notices

Any notice required or permitted pursuant to this agreement may be given by a party to the other party at the address set forth in the signature block of this agreement. Either party may change its address for purposes of notice by complying with the requirements of this section.

28. Signatories

The persons executing this 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:
Borrego Community Health Foundation
P.O. Box 2369
Borrego Springs, CA 92004

Name: President/Chair of RECIPIENT
Governing Body

Name: Executive Director/CEO

PLEASE PRINT

PLEASE PRINT

SIGNATURE

SIGNATURE

DATE

DATE

DISTRICT _____ RECIPIENT _____

Authorized Signatory for Desert Healthcare District:

Name: Conrado Bárzaga, MD
Title: Chief Executive Officer

SIGNATURE

DATE

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

EXHIBIT A

DESERT HEALTHCARE DISTRICT ATTRIBUTION POLICY

1. **Attribution Wording**

Attribution for District-funded programs shall be as follows:

“Made possible by funding from Desert Healthcare District” / “Echo posible por medio de fondos de Desert Healthcare District” or “Funded by Desert Healthcare District” / “Fondado por Desert Healthcare District”

2. **Educational Materials**

Educational materials are items such as brochures, workbooks, posters, videos, curricula, or games. Materials (in print or electronic formats) produced and distributed for Desert Healthcare District-funded programs shall include the approved wording.

3. **Promotional Materials**

District attribution shall be included on promotional items such as flyers, banners and other types of signage. However, acknowledgement may be omitted when space limitation is an issue (e.g., buttons, pencils, pens, etc.)

4. **Media Materials and Activities**

Attribution to the District shall be included in any information distributed to the media for the purpose of publicizing a District-funded program. This information may include news releases and advisories, public service announcements (PSAs), television and radio advertisements, and calendar/event listings.

Media and publicity activities, such as news conferences, story pitching, press interviews, editorial board meetings and promotional events shall include reference to the District’s program support. As a courtesy, the District would appreciate notification of these activities at least two (2) weeks in advance, whenever possible. Please send to the District copies of any press coverage of District-funded programs.

5. **Logo Usage**

Use of the Desert Healthcare District logo is permitted and encouraged. Logos can be provided in print and electronic formats. Logos will be provided by DISTRICT upon initial grant funding and at RECIPIENT’s request thereafter. Graphic standards for logos shall be adhered to as provided by DISTRICT. Requests for logo should be directed to the Program Department of Desert Healthcare District.

6. **Photograph Consent**

RECIPIENT shall permit photographs of District-funded program to be taken by District-designated photographer at District expense, and consents to usage of such photographs on District Web site and other materials designed to inform and educate the public about District.

DISTRICT _____ RECIPIENT _____

EXHIBIT B

Project Title
Borrego Health Response to COVID-19

Start/End
04/01/2020
06/30/2020

PAYMENTS:

(1) Payment: \$150,000.00

Total request amount: \$150,000.00

GRANT AND PAYMENT SCHEDULE REQUIREMENTS

Scheduled Date	Grant Requirements for Payment	Payment
04/01/2020	Signed Agreement submitted and accepted.	Advance of \$150,000.00 for time period 04/01/2020- 06/30/2020
07/31/2020	Final report (04/01/2020- 06/30/2020), final budget with receipts & number of clients/patients served through Tele-health, phone visits, and testing services	\$0.00

TOTAL GRANT AMOUNT: \$150,000.00

Deliverables

Evaluation
1,750 will receive telehealth visits, so total patients served and total visits. Do to the limitations on current testing, it is difficult to anticipate how many tests will be available. However, patients are being screened at the clinics to appropriately use the tests on those presenting with potential symptoms.

EXHIBIT C

PROGRAM BUDGET ATTACHED AS SUPPLEMENTAL PAGE(S)

Line Item Budget Operational Costs

PROGRAM OPERATIONS	Total Program/Project Budget	Funds from Other Sources Detail on sheet 3	Amount Requested from DHCD
Total Staffing Costs Detail on sheet 2	174000	57000	117000
Equipment (itemize)			
1 Point of Care Testing Machines	36000	36,000	0
2			0
3			0
4			0
Supplies (itemize)			
1 Personal Protective Equipment	65000	32,000	33000
2 Point of Care Tests	40,000	40,000	0
3			0
4			0
Printing/Duplication			0
Mailing/Postage			0
Travel/Mileage			0
Education/Training			0
Office/Rent/Mortgage			0
Telephone/Fax/Internet	2,000	2000	0
Utilities			0
Insurance	1500	1500	0
Other facility costs not described above (itemize)			
1			0
2			0
3			0
4			0
Other program costs not described above (itemize)			
1			0
2			0
3			0
4			0
Total Program Budget			
	318500	168500	150000
Budget Narrative	<p>This application is being submitted for operational support to continue to provide and expand telehealth and phone visits for the patients in the Valley. The primary expense is due to staffing costs. While there is some billable opportunities, it is not anticipated it will cover the full cost of providing care. Any collections will be used to pay the clinician salaries. This funding will provide support for two telehealth teams providing care in the Eastern Coachella Valley during the crisis of the Covid 19 epidemic. Additional funding is being requested for the purchase of personal protective equipment for the staff that are screening and testing patients at the clinics.</p>		

Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
Employee Position/Title					
1	Nurse Practitioner	200000	25%	50000	25000
2	Physician Assistant	190,000	25%	47500	25000
3	Medical Assistant	45,000	25%	11250	11250
4	Medical Assistant	45,000	25%	11250	11250
5	Coordinator	50,000	25%	12500	12500
6	Coordinator	50000	25%	12500	12500
7					
8					
Total Employee Benefits				29,000	19500
Enter this amount in Section 1; Staffing Costs				Total >	117000
Budget Narrative	<p style="color: red;">The staff are providing telehealth and phone visits for the community in the Eastern Coachella Valley. The Nurse Practitioner and Physician Assistant are the clinical providers conducting the visit. The Medical Assistants provide technical support with the electronic health record documentation and appointment arrival process. The coordinator is responsible for answering the phone for appointment requests and setting up the schedules for the clinicians</p>				
Budget Narrative	<p style="color: red;">Borrego Health has a benefit package that includes medical, dental and vision insurance, life insurance, retirement plan and all of the standard deductions. The benefit package equals 25% of the total salary. For purpose of this application, a 20% is being calculated.</p>				
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant
Company and Staff Title					
1					
2					
3					
4					
5					
Enter this amount in Section 1; Staffing Costs				Total >	0

**Line Item Budget
Staffing Costs**

Budget Narrative	<p>Please describe in detail the scope of work for each professional service/consultant on this grant.</p>
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Line Item Budget Other Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
Fees		168,500
Donations		0
Grants (List Organizations)		
NA	1	
	2	
	3	
	4	
Fundraising (describe nature of fundraiser)		
	1	
	2	
Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)		
	1	
	2	
	3	
	4	
Total funding in addition to DHCD request		168500
Budget Narrative	<p style="color: red;">The income above is projected based on an estimated percentage of billable visits being provided via telehealth. It is anticipated that 50% of the visits will be for Medi-Cal recipients and members of the Inland Empire Health Plan. Telehealth has its limitations on the ability to collect payment and confirm insurance coverage. Patients are being granted eligibility for the sliding fee program based on self declaration knowing that the nominal fees will not be collected.</p>	