

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal

From: Kimberly Huy

Dept.: City Manager

Dept.: Community Services

Subject: HEALTH CARE ACCESS SERVICES
AGREEMENT RENEWAL FOR MAGNOLIA
PARK FAMILY RESOURCE CENTER

Date: January 27, 2009

OBJECTIVE

To request that City Council approve renewal of the Agreement with the Orange County Children and Families Commission for an additional twelve-month period of grant funding for the continued operation of the Health Care Access Program at the Magnolia Park Family Resource Center.

BACKGROUND

In July 2002, the Community Services Department was awarded funding by the Orange County Children and Families Commission (OCCFC) through Proposition 10 for a Health Care Access Program located at the Magnolia Park Family Resource Center. Services offered include home visitations to at-risk families, health insurance enrollment assistance, connecting families to a medical facility, health care education, family health fairs, information and referrals. In July 2007, the program and funding was expanded to include a motel/homeless families program, as well as funding to add additional modular office space in back of the exiting facility at Magnolia Park. The total amount of funding for this program was \$697,767 for the twenty-four-month period.

DISCUSSION

OCCFC is again renewing the Health Care Access Program for one twelve-month period beginning July 2009, and ending June 2010. The total amount of the grant is \$348,884 over the one-year term. The scope and amount of this new contract will include funding for all programs and services offered as part of the Agreement with OCCFC.

FINANCIAL IMPACT

There will be no fiscal impact to the City, as the project is completely funded by the grant.

HEALTH CARE ACCESS SERVICES AGREEMENT FOR

THE MAGNOLIA PARK FAMILY RESOURCE CENTER

January 27, 2009

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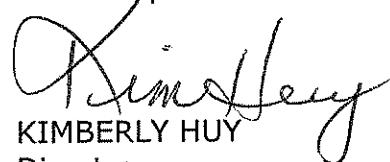
COMMUNITY VISION IMPLEMENTATION

The funding received through the OCCFC grant allows the Magnolia Park Family Resource Center to provide health access and case management services to families in Garden Grove and surrounding communities. This is in keeping with one of the goals of the Community Vision, which is to "seek to foster creative cooperative efforts to address community issues."

RECOMMENDATION

It is recommended that City Council:

- Approve the attached Agreement with the Orange County Children and Families Commission, and
- Authorize the City Manager to sign and execute the Agreement, including making any modifications during the Agreement period for the operation and implementation of the services.

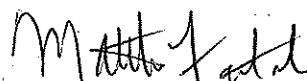


KIMBERLY HUY
Director



By: Janet Pelayo
Administrative Analyst

Recommended for Approval



Matthew Fertal
City Manager

Attachment: Grant Agreement between the Orange County Children and Families Commission and the City of Garden Grove

FIRST AMENDMENT TO GRANT AGREEMENT NO. FCI-P6-08

BETWEEN

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

AND

CITY OF GARDEN GROVE

FOR THE PROVISION OF SERVICES

This **FIRST AMENDMENT TO AGREEMENT** ("First Amendment") is entered into as of the 2nd day of July, 2008 ("Date of Amendment"), which date is enumerated for the purpose of reference only, by and between the **CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**, a public body and legal public entity ("COMMISSION"), and **CITY OF GARDEN GROVE**, a Municipal Corporation ("CONTRACTOR"). The Original Agreement and this First Amendment are and shall continue to be administered by the Executive Director of COMMISSION or his/her authorized designee ("ADMINISTRATOR").

RECITALS

A. COMMISSION and CONTRACTOR previously entered into that certain Agreement for the Provision of Project Services dated March 7, 2007, under which the COMMISSION granted funds for the "Project" described in Exhibits A, A-1 and B therein ("Original Agreement").

B. Pursuant to the Original Agreement, COMMISSION granted to CONTRACTOR funds to further the purposes of and implement COMMISSION's Strategic Plan.

C. COMMISSION authorized its Executive Director or designee on June 2, 2004, to award additional funding not to exceed ten percent (10%) for CONTRACTOR services.

D. COMMISSION hereby awards an additional \$348,884 in order to provide increased or additional Services, for the period July 1, 2009 through June 30, 2010 to CONTRACTOR and CONTRACTOR desires to accept the additional funding in order to provide increased or additional services pursuant to the terms and conditions of the Original Agreement, as amended by this First Amendment. The Original Agreement and this First Amendment are referred to collectively as the "Agreement".

E. On November 12, 2008, COMMISSION awarded additional funding of \$773 in order to provide increased or additional Services, for the period July 1, 2008 through June 30, 2009.

F. The parties desire by this First Amendment to extend the Term of the Agreement by twelve (12) months.

G. The parties desire by this First Amendment to amend and restate COMMISSION's Maximum Payment Obligation.

H. The parties desire by this First Amendment to amend Exhibit A-1 to add the Work Plan for the period July 1, 2009 through June 30, 2010 (Amended Work Plan). The Amended Work Plan is

added to Exhibit A-1 of the Original Agreement. A copy of the Amended Work Plan in Exhibit A-1 for the period July 1, 2009 through June 30, 2010 is attached herein and incorporated by reference.

I. The Project Summary, Exhibit A, of the Original Agreement sets forth parameters, tasks, and scope of the Services to be provided by CONTRACTOR, as provided in this First Amendment to the Original Agreement, and is herein amended to reflect the milestones identified in the Amended Work Plan.

J. The parties desire by this First Amendment to amend and restate Exhibit B, Project Budget. This restated Exhibit B shall replace the existing Exhibit B in the Original Agreement. A copy of the restated Exhibit B is attached herein and incorporated by reference.

K. The parties desire by this First Amendment to amend and restate Attachment 1 to Exhibit B, the Staffing Table. This restated Attachment 1 to Exhibit B shall replace the existing Attachment 1 to Exhibit B in the Original Agreement. A copy of the restated Attachment 1 to Exhibit B is attached herein and incorporated by reference.

L. The parties desire by this First Amendment to amend and restate Attachment 2 to Exhibit B, the Direct Project Expenses Table. This restated Attachment 2 to Exhibit B shall replace the existing Attachment 2 to Exhibit B in the Original Agreement. A copy of the restated Attachment 2 to Exhibit B is attached herein and incorporated by reference.

M. The parties desire by this First Amendment to amend and restate Attachment 4 to Exhibit B, the Indirect Project Expenses Table. This restated Attachment 4 to Exhibit B shall replace the existing Attachment 4 to Exhibit B in the Original Agreement. A copy of the restated Attachment 4 to Exhibit B is attached herein and incorporated by reference.

N. The parties desire by this First Amendment to add an Attachment 5 to Exhibit B, the Subcontractor Table. This Attachment 5 to Exhibit B shall be added to Exhibit B in the Original Agreement. A copy of Attachment 5 to Exhibit B is attached herein and incorporated by reference.

O. Capitalized terms in this First Amendment are as set forth in the Original Agreement, or as specifically defined herein.

NOW, THEREFORE, based upon the foregoing Recitals, which are hereby a substantive part of this First Amendment, and in consideration of the covenants contained herein, COMMISSION and CONTRACTOR hereby agree as follows:

1. Term. The Term, as defined in Paragraph 1 of the Original Agreement, is extended twelve (12) months. The Term is amended and shall be the period commencing July 1, 2007 and continuing through June 30, 2010.

2. Alteration of Terms. The following is hereby added as Paragraph 2.1 to the Agreement to read as follows:

“2.1 CONTRACTOR workplans, budgets and scope of services will be subject to an annual review to determine consistency with the COMMISSION's strategic direction. Changes to the workplan, budgets and scope of services may be directed by ADMINISTRATOR to bring the Agreement scope into better alignment with the COMMISSION's evolving strategic direction. These changes may include, but are not limited to, reprioritization of the targeted service

population, redirection of resources to provide more intensive services, and/or increased focus on sustainability strategies. If CONTRACTOR is unable to redirect its program to be consistent with this direction, COMMISSION may reduce funding provided in successive years of this agreement."

3. Maximum Payment Obligation. Additional funding of \$349,657 is provided by COMMISSION to CONTRACTOR by this First Amendment for a cumulative total of One Million Forty Seven Thousand Four Hundred Twenty Four Dollars (\$1,047,424). Paragraph 16 of the Original Agreement, Maximum Payment Obligation, with respect to CONTRACTOR is hereby amended to read as follows: "The 'Maximum Payment Obligation' of COMMISSION to CONTRACTOR under this Agreement shall be ONE MILLION FORTY SEVEN THOUSAND FOUR HUNDRED TWENTY FOUR DOLLARS" which amount is the sum of (a) the first allocation of \$648,540 on March 7, 2007, (b) the second allocation of \$49,227 by Executive Director authority on July 23, 2007, (c) this third allocation of \$348,884, and (d) this fourth allocation of \$773 by Executive Director authority on November 12, 2008 as specified in the amended and restated Exhibit B to First Amendment to Agreement.

4. Subparagraph 16.1.2 of the Agreement is hereby amended and restated to read as follows:

"16.1.2. The Maximum Payment Obligation of COMMISSION to CONTRACTOR for the services to be provided for the period July 1, 2008 through June 30, 2009 shall be \$337,943. ADMINISTRATOR and CONTRACTOR may mutually agree in writing to increase the Maximum Payment Obligation for the period specified in this Subparagraph 16.1.2 by an amount(s) not to exceed ten percent (10%)."

5. Subparagraph 16.1.3 of the Agreement is hereby added to read as follows:

"16.1.3. The Maximum Payment Obligation of COMMISSION to CONTRACTOR for the services to be provided for the period July 1, 2009 through June 30, 2010 shall be \$348,884. ADMINISTRATOR and CONTRACTOR may mutually agree in writing to increase the Maximum Payment Obligation for the period specified in this Subparagraph 16.1.3 by an amount(s) not to exceed ten percent (10%)."

6. Paragraph 6, Program Fees, is hereby added to the Project Summary, Exhibit A to the Agreement, as follows:

"6. PROGRAM FEES

6.1 The parties agree that the following guidelines apply in the event fees of any amount are charged by CONTRACTOR to COMMISSION's target population of Orange County's children 0-5 and their families (program participants) for any service(s) provided under this Agreement.

6.1.1 CONTRACTOR shall not charge fees to COMMISSION's program participants prior to obtaining ADMINISTRATOR's acknowledgement in writing.

6.1.2 CONTRACTOR shall advise each COMMISSION program participant that fees may be charged and shall notify the program participant of any such fees prior to rendering services.

6.1.3 CONTRACTOR shall advise each COMMISSION program participant that all fees will be waived if the participant indicates an inability to pay and CONTRACTOR shall waive all fees if the program participant is unable to pay.

6.1.4 CONTRACTOR shall not deny services to any COMMISSION program participant for any reason, including program participant's inability to pay for services.

6.1.5 A full accounting of all fees charged and collected shall be documented by CONTRACTOR and shall be provided to ADMINISTRATOR upon request. At no time is CONTRACTOR permitted to collect fees for any purpose other than to continually provide services identified in this Agreement.

6.1.6 All fees collected shall be fully accounted for and included in CONTRACTOR's Fiscal Audit as described in Paragraph 15.1 of this Agreement."

7. **Amended and Restated Work Plan, Exhibit A-1.** The Amended Work Plan, Exhibit A-1, attached hereto and incorporated herein by this reference, is added to the Agreement and sets forth the performance tasks and outcomes to be achieved for the final year of the Term, the period July 1, 2009 through June 30, 2010.

8. **No Other Changes.** Except as amended by this First Amendment, the terms of the Original Agreement shall remain in full force and effect as written and entered into between COMMISSION and CONTRACTOR.

[Signature blocks for First Amendment start on next page]

IN WITNESS WHEREOF, the parties have entered into this First Amendment as of the date and year set forth above in the first paragraph hereof and have executed this First Amendment in the County of Orange, State of California.

**CHILDREN AND FAMILIES COMMISSION OF
ORANGE COUNTY:**

By: _____
Chair

SIGNED AND CERTIFIED THAT A COPY
OF THIS DOCUMENT HAS BEEN DELIVERED
TO THE CHAIR OF COMMISSION

BY _____
DARLENE J. BLOOM
Clerk of the Children and Families Commission
of Orange County

DATED: _____

APPROVED AS TO FORM:

By: _____
Terry E. Dixon, Attorney at Law

[Signature block continued from previous page.]

CITY GARDEN GROVE, a California Municipal Corporation

Dated: _____

By: _____

Mathew Fertal

Its: City Manager _____

Dated: _____

By: _____

Kathy Bailor

Its: City Clerk _____

ATTEST

Clerk/Secretary of CONTRACTOR

Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perlee Tobias Trout, Evaluation Manager 6/2/08

Part I. Organization / Collaborative Name	Project Name	Work Plan Contact Name	Contact's Phone and Email	Contract Number
The City of Garden Grove	ProjectConnections.FRC Health Access	Claudia Valdivia	714-530-7617 claudiav@oci.garden-grove.ca.us	FCI-P6-08
Part II. Project Abstract (a short description of the project):				
Utilizing the Family Resource Center platform, ProjectConnections.FRC Health Access' service delivery focuses on improving immunization status, health insurance enrollment, access to a medical home, delivering health assessments, bringing parent health education to the community, and providing case management services to children 0 – 5 and their families. ProjectConnections.FRC strengthens the ability of Family Resource Centers to address local health issues and serve young families by increasing outreach to isolated families in Orange County through the use of culturally competent Promotoras, making more Public Health Nurses available to low-income communities, collaborating and triaging to link families with services needed to support the family and promote health using a systemic approach, and linking with local funding organizations to create new programs and partnerships.				
Part III. Goals, Outcomes, Indicators and Objectives (Select from Commission's Strategic Plan):	Goal	Outcome(s)	Indicator(s)	Objectives)
Healthy Children	Increased percent of children who have and use a health home for comprehensive health services to include physical, dental, and mental health	Immunization	Increase age appropriate immunization levels to at least 95%	20%
Healthy Children	Increased access to early screening and assessments for developmental, behavioral, emotional, social, and other at risk conditions so chronic and disabling conditions are identified, assessed, and managed	Developmental Milestones	Increase the number of children who are screened for developmental milestones, including vision, hearing, speech, and language, psychosocial issues, and other special needs, and receive appropriate referrals	10%
Healthy Children	Increased percent of children who have and use a health home for comprehensive health services to include physical, dental, and mental health	Health Insurance	Increase to 100% the number of children with health coverage	20%

Exhibit A-1
 Page 1 of 8

Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

				Date of Draft: 5/30/08 Commission Lead: Barbara Oliver Approved by: Perilee Tobias Trout, Evaluation Manager, 6/2/08
Healthy Children	Increased percent of children who have and use a health home for comprehensive health services to include physical, dental, and mental health	Health Home	Increase to at least 95% the proportion of children who have a health care home	20%
Healthy Children	Increased percent of children growing up in healthy and safe environments	Breastfeeding	Increase to at least 75% the proportion of mothers who breastfeed their babies according to the recommendations of the American Academy of Pediatrics	10%
Strong Families	Increased parenting knowledge and skills to support effective child rearing and healthy choices	Parent Education	Increase the proportion of parents who have and use good parenting skills	5%
Strong Families	Increased access to and availability of family support services and resources	Information and Referral	Increase community awareness of and linkage to available services	10%
Capacity Building	Commission data supports decision making and program improvement	Program Evaluation	Develop evaluation reports using appropriate and reliable indicators and communicate the results to the Commission, its grantees, and the community	5%

Exhibit A-1
Page 2 of 8

Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08

Part IV. OBJECTIVE: Increase age appropriate immunization levels to at least 95%.

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-01A	Health and Treatment Services - Immunizations	Program Staff will screen children to ensure immunization compliance of children	Children are screened for up-to-date immunizations.	U	294 Children screened for up-to-date on immunizations	7/1/09	6/30/10
FRC-01B	Health and Treatment Services - Immunizations	Program Staff will ensure immunization compliance of children	Children are up-to-date on their immunizations. Numerator: # children with up-to-date immunization records, as a result of assistance provided by Program Staff / Denominator: # children without up-to-date immunizations as identified by screening	C/P	80% Children are up-to-date on immunizations	7/1/09	6/30/10

Part IV. OBJECTIVE: Increase the number of children who are screened for developmental milestones, including vision, hearing, speech, and language, psychosocial issues, and other special needs, and receive appropriate referrals.

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-02	Home Visitation-At-Risk Families	Health Promotora will conduct home visits and provide appropriate health screenings, assessments and/or follow-up support during these visits	Promotora home visits to families of children 0-5 are documented in the follow-up log.	U	798 Promotora in-home assessments / follow-up	7/1/09	6/30/10

Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08

Part IV. OBJECTIVE: Increase the number of children who are screened for developmental milestones including vision, hearing, speech and language, psychosocial issues, and other special needs, and receive appropriate referrals.

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-03	Support Services- Short term Support	Health Promotora will conduct office visits and provide appropriate health screenings, assessments and/or follow-up support during these visits. When an initial visit is performed in the office, every effort will be made to provide follow-up in the home.	Promotora office visits to families of children 0 – 5 are documented in the follow-up log.	U	126 Promotora in – office assessments / follow-up	7/1/09	6/30/10

Part IV. OBJECTIVE: Increase to 100% the number of children with health coverage

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-04A	Financial – Health Insurance Enrollment Assistance	Program Staff will screen children to identify those without health insurance	Children are screened for health insurance coverage	U	378 Children screened for health insurance coverage	7/1/09	6/30/10
FRC-04B	Financial – Health Insurance Enrollment Assistance	Program Staff will make referrals and/or assist with health insurance enrollment, and follow up to ensure application was completed and submitted.	Children with health insurance coverage as a result of referral or assistance provided by Program Staff, Numerator: # Children with health insurance as a result of referral or assistance / Denominator: # Children without health insurance as identified by screening	C/P	80% children have health insurance coverage	7/1/09	6/30/10

Exhibit A-1
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Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-05A	Support Services – Connecting Child to a Medical Home	Program Staff will screen families to identify those without a consistent primary care provider.	Number of children screened for a primary care provider.	U	378 Children screened for a primary care provider	7/1/09	6/30/10
FRC-05B	Support Services – Connecting Child to a Medical Home	Program Staff will assist children with identifying a consistent primary care provider.	Children are linked to a primary care provider as documented in case files. Numerator: # families linked to a primary care provider, as a result of assistance provided by Program Staff / Denominator: # families without a primary care provider as identified by screening	C/P	80% Children have a primary care provider	7/1/09	6/30/10

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-06	Parent Education-Breastfeeding Assistance	Health Team will provide timely breastfeeding interventions when needed to mothers referred for breastfeeding support. [See Exhibit A, Program Summary, Paragraph 3.5 for description of breastfeeding intervention.]	Mothers are provided with breastfeeding interventions based upon need. Track and report outcome of interventions, as documented in case files.	U	126 mothers receive breastfeeding interventions	7/1/09	6/30/10

Exhibit A-1
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Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perle Tobias Trout, Evaluation Manager, 6/2/08

Part IV. OBJECTIVE: Increase the proportion of parents who have and use good parenting skills							
Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-07.1	Parent Education- Child Development / Health Promotion	Health Team will conduct classes or seminars on parenting, child development, nutrition, or health education as appropriate. Topics will be selected based on community need. At least one class/seminar will be on breastfeeding targeting new and/or pregnant mothers.	Classes are held as documented by class announcements and sign-in sheets. Use milestone notes to specify class/ seminar topics.	U	4 classes	7/1/09	6/30/10

Part IV. OBJECTIVE: Increase community awareness of and linkage to available services							
Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-08	Outreach Efforts: Community Events / Celebrations / Health Fairs	Health Team will organize or contribute to planning of special events within the community to outreach and bring Health Access to families. At least one outreach event will include breastfeeding information and education targeted at new mothers.	Special events or outreach events are conducted. Use milestone notes to specify class/ seminar topics.	U	4 events	7/1/09	6/30/10
FRC-09.1	Service Integration: Information and Referral	Health Team will identify family needs while conducting assessments, identify	Referrals are made to children 0-5 and their families as documented by the follow-up	U	1680 referrals made	7/1/09	6/30/10

Exhibit A-1
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Exhibit A-1

**July 1, 2009 through June 30, 2010
(Health Access Team)**

		appropriate community resources, and promote linkages. Track the number and type of referrals made for children and families.	log.			
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Date of Draft: 5/30/08
Commission Lead: Barbara Oliver
Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08

**Exhibit A-1
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Exhibit A-1
July 1, 2009 through June 30, 2010
(Health Access Team)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Commission Lead: Barbara Oliver
 6/2/08

Approved by: Perlees Tabis Trust Evaluation Manager, 6/2/08
 Approved by: Perlees Tabis Trust Evaluation Manager, 6/2/08
 Approved by: Perlees Tabis Trust Evaluation Manager, 6/2/08
 Approved by: Perlees Tabis Trust Evaluation Manager, 6/2/08

Part IV. OBJECTIVE: Develop evaluation reports using appropriate and reliable indicators and communicate the results to the Commission, its grantees, and the community

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
FRC-10	Service Integration – Accountability Across Programs	Each Promotora will collect CDOM forms on at least 2 consenting families per week, including related snapshots (as applicable) and SOQ data. FRC data entry staff will enter data into the OCERS database on a monthly basis.	CDOM data will be collected on an ongoing basis, and entered at least once a month.	U	364 CDOMS	7/1/09	6/30/10
FRC-11	Service Integration – Program Evaluation	Program staff will report the number of children with special needs that participate in the program.	Children with special needs participate in the program	U	35 children with special needs	7/1/09	6/30/10

Children with special needs are defined as having one of the following:

- Children with identified disability, health, or mental health conditions requiring early intervention, special education services, or other specialized services and supports; or
- Children without identified conditions, but requiring specialized services, supports, or monitoring.

Programs are not required to track the children under each category separately.

Children and Families Commission of Orange County
 City of Garden Grove (FCI-P6-08) 1st Grantee child with special needs only once each fiscal year.

Exhibit A-1
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Exhibit A-1

**July 1, 2009 through June 30, 2010
(Health Access Team)**

Date of Draft: 5/30/08
Commission Lead: Barbara Oliver
Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08

**Exhibit A-1
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Exhibit A-1

**July 1, 2009 through June 30, 2010
(Motel Families)**

Date of Draft: 5/30/08
Commission Lead: Barbara Oliver
Approved by: Perlee Tobias Trout, Evaluation Manager, 6/2/08
(Motel Families)

Part I Organization / Collaborative Name	Project Name	Work Plan Contact Name	Contact's Phone and Email	Contract Number
The City of Garden Grove	ProjectConnections.FRC Family is Home Partnership (Motel Families)	Claudia Valdivia	714-530-7617 claudiav@ci.garden-grove.ca.us	FCI-P6-08

Part II Project Abstract (a short description of the project):

Utilizing the Family Resource Center platform, ProjectConnections.FRC Health Access' service delivery focuses on improving immunization status, health insurance enrollment, access to a medical home, delivering health assessments, bringing parent health education to the community, and providing case management services to children 0 – 5 and their families. ProjectConnections.FRC strengthens the ability of Family Resource Centers to address local health issues and serve young families by increasing outreach to isolated families in Orange County through the use of culturally competent Promotoras, making more Public Health Nurses available to low-income communities, collaborating and triaging to link families with services needed to support the family and promote health using a systemic approach, and linking with local funding organizations to create new programs and partnerships.

Part III: Goals, Outcomes, Indicators, and Objectives (Select from Commission's Strategic Plan):

Goal	Outcome(s)	Indicator(s)	Objective(s)	% Funding Distribution
Strong Families	Increased family self-sufficiency	Family Self-Sufficiency	Improve the condition of Orange County families as gauged by the following socio-economic indicators: Homelessness, Hunger, Poverty, Environmental Stability, Formal Education of Parents, Employment, Social Capital/Support	40%
Strong Families	Increased access to and availability of family support services and resources	Information and Referral	Increase community awareness of and linkage to available services	35%
Capacity Building	Commission data supports decision making and program improvement	Program Evaluation	Develop evaluation reports using appropriate and reliable indicators and communicate the results to the Commission its grantees and the Community	25%

Exhibit A-1
Page 1 of 4

Exhibit A-1
July 1, 2009 through June 30, 2010
(Motel Families)

Date of Draft: 5/30/08
 Commission Lead: Barbara Oliver
 Approved by: Perilee Tobias Trout, Evaluation Manager, 6/2/08

Part IV. OBJECTIVE: Improve the condition of Orange County families as gauged by the following socio-economic indicators: Homelessness, Hunger, Poverty, Environmental Stability, Formal Education of Parents, Employment, Social Capital/Support

Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
1	Outreach Efforts – Community Events/Celebrations/ Health Fairs	Family is Home Team will organize or contribute to planning a special event targeting families with children 0-5 living in motels in Anaheim and Garden Grove	Special event conducted. Use milestone notes to indicate contribution, progress, and results	U	1 Special Event	7/1/09	6/30/10
2	Outreach Efforts – Miscellaneous Outreach Efforts	Family is Home Team will develop and conduct outreach activities and/or classes targeting families with children 0-5 living in motels in Anaheim and Garden Grove	Outreach activities are held as documented by announcements/ sign-sheets. Use milestone notes to indicate where outreach activities or classes are held, the topics(s) and the number of motel families with children 0-5 attending	U	4 client outreach activities / classes	7/1/09	6/30/10
3	Service Integration - Case Management – At Risk Families	Family is Home Team will provide case management for families with children 0-5 who have multiple needs and who are not receiving case management services from another agency	Enroll families and provide case management. At start contract year, count current families enrolled in program (roll over caseload), in subsequent months count only new families enrolled to receive total client count for contract period.	U	75 families receive case management	7/1/09	6/30/10

Exhibit A-1
 Page 2 of 4

Exhibit A-1
July 1, 2009 through June 30, 2010
(Motel Families)

Part IV: OBJECTIVE: Increase community awareness of and linkages to available services			
Milestone Number	Strategy	Description	Method
4	Service Integration - Case Management – At Risk Families	Family is Home Team will convene case management meetings at least twice monthly to coordinate service delivery	Case management meetings held as documented by sign-in sheets, case files. Use milestone notes to document progress
			U 20 Case management meetings
			Approved by: Perlelie Tobias Trout, Evaluation Manager 6/30/09
			Date of Draft: 5/30/08 Commission Lead: Barbara Oliver 6/2/08

Milestone Number	Strategy	Description	Type	Target Quantity	Start Date	Target Date
5	Service Integration – Information and Referral	Family is Home Team will receive referrals from Motel Family Referral Partners and other service providers for families with children 0-5 who are living in motels. Meet eligibility criteria.	Referrals are received and documented for service coordination and case management, or transfer to alternate provider if appropriate.	U 75 referrals received	7/1/09	6/30/10
6	Service Integration – Information and Referral	Family is Home Team will identify family needs while conducting assessments, identify appropriate community resources, and promote linkages.	Referrals are made and tracked, as documented by the follow-up log. Use milestone notes to track the type of referrals made.	U 400 referrals made	7/1/09	6/30/10
7	Capacity Building – Homeless Prevention	Family is Home Team will develop outreach activities to recruit appropriate service providers to join Motel Family Referral Partnership.	Outreach activities are conducted as documented in milestone notes.	U 2 provider outreach activities	7/1/09	6/30/10

Exhibit A-1
Page 3 of 4

Exhibit A-1

**July 1, 2009 through June 30, 2010
(Motel Families)**

Date of Draft: 5/30/08
Commission Lead: Barbara Oliver
Evaluation Manager, 6/2/08

8	Service Integration – Professional Coordination / Collaboration	Family is Home Team plans and convenes monthly meetings of the Motel Family Referral Partnership.	Meetings of the Motel Family Referral Partnership are held. Use milestone notes to document date, number of attendees and topic(s).	U	Approved by: Perlee Tobias Trout 6 partnership meetings	7/1/09	6/30/10
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Part IV: OBJECTIVE: Develop evaluation reports using appropriate and reliable indicators and communicate the results to the Commission its grantees and the Community							
Milestone Number	Strategy	Description	Method	Type	Target Quantity	Start Date	Target Date
9	Service Integration – Accountability Across Programs	Family is Home Team will collect CDOM forms on all consenting families referred for case management including related snapshots (as applicable) and SOQ data.	CDOM data is collected on an ongoing basis, and entered into OCERS at least once a month. Ratio: # CDOMs entered / # new families enrolled	C/P	90% family participants entered in CDOM	7/1/09	6/30/10
10	Service Integration – Program Evaluation	Family is Home Team will develop progress reports to document program successes, challenges and progress towards achieving program goals.	Report to be submitted to program lead, program manager, and filed in Commission office. Report due: 6/30/2009	U	1 Annual report submitted	7/1/09	6/30/10

Exhibit A-1
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EXHIBIT B TO GRANT AGREEMENT FCI-P6-08

PROJECT BUDGET

City of Garden Grove	Funds Due 7/1/07 – 6/30/08	Funds Due 7/1/08 – 6/30/09	Funds Due 7/1/09 – 6/30/10
Salary and Benefits	\$308,975	\$310,773	\$318,414
Direct Project Expense	\$47,622	\$20,570	\$23,870
Capital Equipment	\$0	\$0	\$0
Indirect/Administrative Expense	\$4,000	\$3,500	\$3,500
Subcontracts	\$0	\$3,100	\$3,100
TOTAL FUNDS DUE	\$360,597	\$337,943	\$348,884

TOTAL MAXIMUM PAYMENT OBLIGATION: \$1,047,424

STAFFING TABLE

	7/1/07 – 6/30/08 FTE	7/1/08 – 6/30/09 FTE	7/1/09 – 6/30/10 FTE	Estimated Salaries & Benefits
Position Title: Health Care Coordinator	1.0	1.0	1.0	\$137,000
Yearly Salary:	\$45,000	\$45,000	\$47,000	
Minimum Qualifications: Bachelor's Degree in Human Service Field (or equivalent experience). Experience in health or social service profession preferred.				
Job Duties: Provide services as described in subparagraphs of 3.1, 3.5, 3.8, 3.10, 3.16, 3.1, 3.18, 3.20, 3.22, 3.23, 3.24, 3.25, 3.26, 3.2, 3.28, 3.29 and 3.31 Exhibit A to this Agreement.				
Position Title: Promotora	3.5	3.5	3.5	\$484,000
Yearly Salary:	\$159,000	\$160,000	\$165,000	
Minimum Qualifications: Demonstrates leadership skills, is active in the community, and is culturally appropriate for outreach to needy and isolated population within the community. High School Diploma preferred.				
Job Duties: Provide services as described in subparagraphs of 3.1, 3.5, 3.8, 3.9, 3.10, 3.11, 3.13, 3.14, 3.17, 3.18, 3.20, 3.22, 3.23, 3.24, 3.25, 3.27, 3.28 and 3.29 of Exhibit A to this Agreement.				
Position Title: Data Entry Staff	.50	.50	.50	\$67,748
Yearly Salary:	\$21,975	\$22,773	\$23,000	
Minimum Qualifications: Demonstrates necessary competence in operating computer systems, entering data, and submitting reports.				
Job Duties: Responsible for data entry into FACT database and OCERS including subparagraph 3.22, and attend meetings as appropriate.				

Attachment 1 to Exhibit B

	7/1/07 – 6/30/08 FTE	7/1/08 – 6/30/09 FTE	7/1/09 – 6/30/10 FTE	Estimated Salaries & Benefits
Position Title: Motel Family Program Coordinator	1.0	1.0	1.0	\$129,000
Yearly Salary:	\$43,000	\$43,000	\$43,000	
Minimum Qualifications: Bachelor's degree in Human Services, Social Work, or related field from an accredited university; four (4) years of experience working in the human services field could be substituted for the education requirement; ability to work with diverse population; excellent written and verbal communication skills; bilingual in Spanish highly desired; and proficiency in English is required.				
Job Duties: Provide services as described in subparagraphs of 3.2, 3.3, 3.4, 3.6, 3.7, 3.12, 3.15, 3.19, 3.21, 3.23, 3.24, 3.25, 3.26, 3.27, 3.28, 3.29, 3.30 and 3.31 Exhibit A to this Agreement				
Position Title: Motel Family Case Manager	1.00	1.00	1.00	\$120,414
Yearly Salary:	\$40,000	\$40,000	\$40,414	
Minimum Qualifications: Bachelor's degree in Human Services, Social Work, or related field from an accredited university; four (4) years of experience working the human services field could be substituted for the education requirement; ability to work with diverse population; excellent written and verbal communication skills; bilingual in Spanish highly desired; and proficiency in English is required.				
Job Duties: Provide services as described in subparagraphs of 3.2, 3.3, 3.4, 3.6, 3.7, 3.12, 3.15, 3.19, 3.21, 3.23, 3.24, 3.25, 3.26, 3.27, 3.28 and 3.29 Exhibit A to this Agreement.				
Summary Table of Staffing Costs				
	7/1/07 – 6/30/08	7/1/08 – 6/30/09	7/1/09 – 6/30/10	3 Year TOTAL
	\$308,975	\$310,773	\$318,414	\$938,162

Attachment 2 to Exhibit B

DIRECT PROJECT EXPENSES TABLE

Expense Type	7/1/07 – 6/30/08	7/1/08 – 6/30/09	7/1/09 – 6/30/10	1-2 sentence narrative description of expenses.
Mileage	\$4,071	\$2,270	\$2,270	Mileage for coordinators, Promotoras, case manager when they conduct home visits, attend meetings, trainings, etc.
Refreshments	\$781	\$800	\$800	Refreshments for meetings, parent groups, classes, etc.
Resource/Health Fairs	\$1,334	\$1,000	\$1,000	To pay for supplies for Resource Fair, Kids Health Fair, Women's Health Fair, etc.
Education materials	\$220	\$300	\$300	Materials for home visits, classes, etc.
Training	\$330	\$400	\$400	Pay for FaCT's annual conference, other related training appropriate for coordinators, Promotoras, and case manager.
Office supplies	\$3,443	\$1,500	\$1,500	Office related items, paper, lease for copier, postage, etc.
Food/Diaper Vouchers	\$550	\$900	\$900	Items for home visits
Program expense	\$1,285	\$1,000	\$1,000	Special presentation & other related items
Motel Family Expenses: Telephone and Cable	\$339	\$1,300	\$1,300	To pay the cost of telephone and cable for the Program Coordinator and the Case Manager
Motel Family Expenses: Trailer	\$11,100	\$11,100	\$11,100	To pay the rental cost of a portable trailer for staff and small classes
Motel Family Start-up costs	\$24,169	\$0	\$0	Trailer Set up, Steel Ramp, Office Furniture, Work Stations, Printer and wiring for trailer
Total Direct Project Expense	\$47,622	\$20,570	\$23,870	

Attachment 2 to Exhibit B
Page 1 of 1

INDIRECT PROJECT EXPENSES TABLE

Definition: General management costs consist of administrative activities necessary for the general operation of the agency. Costs incurred for a common or joint objective: Services of the accounting staff, cost of utilities, local telephone service and communication infrastructure and salaries of personnel engaged in providing a broad range of departmental support activities.

****Indirect costs are to be prorated and specifically based on this Agreement only****

Expense Type	7/1/07 – 6/30/08	7/1/08 – 6/30/08	7/1/09 – 6/30/10	1-2 sentence narrative description of expenses.
Audit	\$2,000	\$2,000	\$2,000	Annual audit for Program
Indirect Cost	\$2,000	\$1,500	\$1,500	Services and support provided by the finance, personnel, maintenance departments
Total Indirect Project Expenses	\$4,000	\$3,500	\$3,500	

SUBCONTRACTOR TABLE

Contact Name and Phone Number	7/1/07 – 6/30/08	7/1/08 – 6/30/09	7/1/09 – 6/30/10	1-2 sentence description of services subcontracted. This table is for services outsourced to a third Party.
Susan Gilles, LCSW 2525 Westminster Avenue Costa Mesa, CA 92627 (949) 874-2824	\$0	\$3,100	\$3,100	Due to the complexity of cases discussed at the case management team meetings, a Licensed Clinical Social Worker will be subcontracted to facilitate the meetings.