

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025 – February 28, 2026
Service Category:	Medical Case Management
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	29			55				84
Proposed Number of Visits = Regardless of number of transactions or number of units	88			165				253
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	350			658				1,008

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
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PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Needs Assessment and Individualized Service Plan Implementation Activity #1-1: An RN Case Manager meets with client for initial assessment, which is comprised of a comprehensive checklist of psychosocial and healthcare needs.	1, 4	03/01/25- 02/28/26	Initial Assessment will be documented in HIV Care Connect and the client's medical record ISP will be documented in HIV Care Connect and the client's medical record

Implementation Activity #1-2: The RN Case Manager works with clients to create a coordinated, Individualized Service Plan (ISP). ● Meets with clients during the year to discuss goals and benchmarks achieved in care plan and make any necessary revisions or additions. ● Check-in calls to the patient will be provided in between client visits. ● The plan will be discussed and updated as need, at least every 6 months.			The RNCM will document quarterly visits and check in calls within the Care Plan.
Element #2: Activities: Adherence Monitoring and Support Implementation Activity #2-1: Adherence case management and counseling ● Provide adherence tools and education to increase patient literacy about HIV and the importance of ART adherence which will be delivered in both written and verbal forms. ● Assess specific barriers to adherence and develop motivation and skills needed to overcome barriers. ● Develop effective strategies to overcome obstacles to adherence. Implementation Activity #2-2: Ongoing collaboration with clients' other treatment providers, such as community-based case managers and substance abuse counselors to further promote and coordinate adherence and support.	1, 4	03/01/25-02/28/26	Patient retention reports will document maintenance of clients seen every three months by AHF medical staff and phone calls made to clients. Medical records will document the referrals that clients receive including a nutritionist, specialty health providers, mental health services, food security, etc., and follow-up calls made to referral sources.
Element #3: Activities: Referral and Follow-up Services Implementation Activity #3-1: Work with linking agencies to ensure ongoing referrals and promote AHF services. Participate in TGA planning activities and community-based health efforts. Implementation Activity #3-2: Follow-up on Provider referrals for mental health, specialty providers, and needed psychosocial services such as financial assistance, housing, food, etc. ● Provide ongoing advocacy services on behalf of clients	1, 4	03/01/25-02/28/26	Formal linkage agreements on file and renewed as required Medical records will document the referrals that clients receive Referral Coordinator will track referrals and follow up on referrals provided to clients.

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025 – February 28, 2026
Service Category:	Non-Medical Case Management
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	28			52				80
Proposed Number of Visits = Regardless of number of transactions or number of units	84			156				240
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	336			624				960

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
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PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Referral and Follow-up Services Implementation Activity #1-1: Work with linking agencies to ensure ongoing referrals and promote AHF services. Participate in TGA planning activities and community-based health efforts.	1, 4	03/01/25-02/28/26	Formal linkage agreements on file and renewed as required Medical records will document the referrals that clients receive PCM will track referrals and follow up on referrals provided to

Implementation Activity #1-2: Follow-up on referrals for needed psychosocial services such as financial assistance, housing, food, etc. ● Provide ongoing advocacy services on behalf of clients			clients.
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SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025– February 28, 2026
Service Category:	Mental Health
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	15			29				44
Proposed Number of Visits = Regardless of number of transactions or number of units	45			87				132
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	181			348				529

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
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PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Referral	1, 4	03/01/25- 02/28/26	Referrals will be documented in the client's medical record and HIV Care Connect
Implementation Activity #1-1: The client may request, or Medical Provider or RN Case Manager may provide a referral to mental health			Eligibility will be documented in the client's medical record

services as needed Implementation Activity #1-2: The Referral coordinator will review referrals and work with both the benefits counselors to ensure that Ryan White Eligibility is current and with the front desk to ensure that patient receives an appointment			and HIV Care Connect Appointment will be documented in the client's medical record and HIV Care Connect
Element #2: Activities: Telehealth Mental Health Appointments Implementation Activity #2-1: The assigned medical assistant and/or nurse will be responsible for outreaching to patients on the schedule to ensure attendance to appointment and understanding of "telehealth" mental health services. Implementation Activity #2-2: Psychiatrist will conduct client appointments through a secured telehealth portal provided by AHF's Telepsychiatry Vendor, Global Physician Solutions, LLC (GPS). The psychotherapist will conduct client appointments through AHF licensed Zoom and/or EZTel. Implementation Activity #2-3: Psychiatrist and psychotherapist will check-in (via phone and/or Teams) with assigned medical assistant to coordinate patient care and discharge planning. The psychiatrist will check in with the assigned medical assistant or nurse at the beginning of each psychiatry clinic as well as before and after seeing a patient. Implementation Activity #2-4: Psychiatrist and psychotherapist will conduct initial assessments and treatment plans.	1, 4	03/01/25-02/28/26	Services will be documented in the client's medical record and HIV Care Connect Medical assistant will ensure that, if necessary, the patient receives instructions for lab work. Medical assistant will ensure follow-up appointments are scheduled in AthenaOne at the end of each visit Assessments and treatment plans on the client's medical record and HIV Care Connect
Element #3: Activities: Safety Plans and Emergency Referrals Implementation Activity #3-1: Mental Health patients with a history of suicide attempts or ideation and/or homicide ideation will be required to work on a safety plan with the psychiatrist or psychotherapist. Implementation Activity #3-2: A patient with a high acuity level of psychiatric care and needs will appropriately be referred to an intensive psychiatric facility and/or emergency department.	1, 4	03/01/25-02/28/26	Safety plans will be documented in the client's medical record and HIV Care Connect Medical records will document the referrals that clients receive

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025 – February 28, 2026
Service Category:	Food Services
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	22			38				60
Proposed Number of Visits = Regardless of number of transactions or number of units	60			108				168
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	241			432				673

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
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PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Provide Food Voucher assistance Implementation Activity #1: Provide \$80 food voucher to each client monthly	1, 4	03/01/25- 02/28/26	Record number of food vouchers provided to clients in EMR (AthenaOne) and HIV Care Connect.

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025– February 28, 2026
Service Category:	Medical Transportation
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	20			35				55
Proposed Number of Visits = Regardless of number of transactions or number of units	69			126				195
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	280			506				786

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Provide Medical Transportation Implementation Activity #1: Provide gas cards, bus passes, taxi and ride share (Uber, Lyft) trips to clients	1, 4	03/01/25- 02/28/26	Record number of gas cards, bus passes, taxi and ride share (Uber, Lyft) trips provided to client in EMR (Athena One) and HIV Care Connect.

SCOPE OF WORK – PART A

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	
Contractor:	AIDS Healthcare Foundation
Grant Period:	March 1, 2025 – February 28, 2026
Service Category:	Outpatient/Ambulatory Health Services
Service Goal:	To maintain or improve the health status of persons living with HIV/AIDS in the TGA
Service Health Outcomes:	Improved or maintained CD4 cell count; improved or maintained CD4 cell count, as a % of total lymphocyte cell count; Improved or maintained viral load

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 San B East	SA6 San B Desert		FY 25/26 TOTAL
Proposed Number of Clients	31			59				90
Proposed Number of Visits = Regardless of number of transactions or number of units	93			177				270
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	372			708				1080

Group Name and Description (must be HIV+ related)	Service Area of Service Delivery	Targeted Population	Open/ Closed	Expected Avg. Attend. per Session	Session Length (hours)	Sessions per Week	Group Duration	Outcome Measures
• N/A								
•								
•								

PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:	SERVICE AREA	TIMELINE	PROCESS OUTCOMES
Element #1: Activities: Outpatient Medical Visits Implementation Activity #1-1: Increase current patient census for regular monitoring and treatment for HIV infection according to guidelines for treatment for established and new clients	1, 4	03/01/25- 02/28/26	Documentation of timely appointments and medical care will be documented in HIV Care Connect QI activities and HIV Care Connect reports will document maintenance or improvement of clients CD4 counts & viral

● Clinic staff schedule clients every three months minimum. The Primary Care Provider (PCP) conducts regular viral load & CD4 counts; monitors for opportunistic infections, side effects & other medical conditions, diagnoses and treatment of common physical and mental conditions; and continuing care and management of chronic conditions. ● Provides specialty referrals as needed ● Provider prescribes and manages medication therapy and provides education and counseling on health issues. ● New and established clients: Conduct physical examination, take medical history, develop treatment plan, provide risk assessment and early intervention, diagnose and treat medical conditions, diagnostic testing, and education and counseling. ● AHF clinic staff schedules patients and follow-up on no-shows. ● AHF clinic staff provides all medical services in a culturally and linguistically competent manner. Implementation Activity #1-2: Enroll new clients at a rate of 12 per month for a total of 120 new clients by the end of the contract period. Implementation Activity #1-3: Average patient visits to a minimum of 30 clients per month.			loads, prophylactic treatment, etc. according to NIH, AAHIVM, EDPHS, and HRSA standards. HIV Care Connect; Weekly QI indicators and Patient Retention reports will document maintenance of clients seen every 3 months. Formal linkage agreements on file and renewed as required. Referrals from linking agencies will indicate new client intake (and whether they are Newly Diagnosed or Aware/Not in Care). Documentation of new clients in HIV Care Connect Documentation of client visits in HIV Care Connect
Element #2: Activities: Specialty medical referrals Implementation Activity #2-1: Dietary consults – AHF will continue to subcontract with Nutrition Ink for HIV specialty dietary consults. ● HIV knowledgeable dieticians will provide individualized nutrition education and counseling sessions to clients referred by the Provider Implementation Activity #2-2: Physician provides specialty referrals for mammograms, oncology, diagnostic imaging; etc.	1, 4	03/01/25-02/28/26	Patient records (HIV Care Connect) reflect PCP's specialty referrals; invoices will reflect subcontractor time in clinic; referral and dietary notes will be documented in medical records. Patient records (HIV Care Connect) reflect PCP's specialty referrals.
Element #3: Activities: Provider Education Implementation Activity 3-1: PCP provides education and information regarding treatment adherence, opportunistic infections, medication side effects, etc.	1, 4	03/01/25-02/28/26	Patient records and PCP notes will reflect topics discussed during patient visits.

AIDS Healthcare Foundation San Bernardino RW Part A
Budget Period 3/1/2025 - 2/28/2026

Service Category	Budget Amount		Final 25/26 Budget Amount	
Medical Care (OAHS)				
Medical Case Management (MCM)	\$	235,163	\$	261,224
Mental Health (MH)	\$	201,993	\$	198,947
Case Management (NMCM)	\$	72,561	\$	72,542
Food (FS)	\$	74,089	\$	76,277
Medical Transportation (MT)	\$	55,969	\$	59,063
CQM	\$	53,642	\$	46,315
		\$ 26,187		\$ 27,367
Total	\$	693,417	\$	714,368
		\$ 26,187	\$	27,367

AIDS Healthcare Foundation
Part A - Medical Care
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

	Salary	Program FTE	Program Cost	Direct Costs	Program Total
Personnel					
Medical Director (Agmas, Wolllelaw Woretaw) Upland	\$ 212,000	20%	\$ 42,400.00	\$ 42,400.00	\$ 42,400.00
Medical Director (Agmas, Wolllelaw Woretaw) Riverside	\$ 212,000	15%	\$ 31,800.00	\$ 31,800.00	\$ 31,800.00
Nurse Manager (Choi, Allison Myungun) Upland	\$ 114,000	20%	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00
Nurse Manager (Choi, Allison Myungun) Riverside	\$ 114,000	15%	\$ 17,100.00	\$ 17,100.00	\$ 17,100.00
Medical Assistant (Torres, Mayra) Upland	\$ 52,000	20%	\$ 10,400.00	\$ 10,400.00	\$ 10,400.00
Medical Assistant (Torres, Mayra) Riverside	\$ 52,000	15%	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00
Benefits Counselor (Camonte, Jachalyn) Upland	\$ 56,160	20%	\$ 11,232.00	\$ 11,232.00	\$ 11,232.00
Benefits Counselor (Camonte, Jachalyn) Riverside	\$ 56,160	15%	\$ 8,424.00	\$ 8,424.00	\$ 8,424.00
Referral Coordinator (Garcia, Deisy) Upland	\$ 55,390	20%	\$ 11,078.00	\$ 11,078.00	\$ 11,078.00
Referral Coordinator (Garcia, Deisy) Riverside	\$ 55,390	15%	\$ 8,308.50	\$ 8,308.50	\$ 8,308.50
Personnel Subtotal			\$ 171,342.50	\$ 171,342.50	\$ 171,342.50
Fringe					
401K		2.00%	\$ 3,426.85	\$ 3,426.85	\$ 3,426.85
Health Insurance		10.00%	\$ 17,134.25	\$ 17,134.25	\$ 17,134.25
Life Insurance		0.05%	\$ 85.67	\$ 85.67	\$ 85.67
Workers' Comp		0.30%	\$ 514.03	\$ 514.03	\$ 514.03
Payroll Taxes		7.65%	\$ 13,107.70	\$ 13,107.70	\$ 13,107.70
Fringe Subtotal		20.00%	\$ 34,268.50	\$ 34,268.50	\$ 34,268.50
Total Personnel			\$ 205,611.00	\$ 205,611.00	\$ 205,611.00
Contractual			Program Cost	Direct Costs	Program Total
Laboratory			\$ 54,613.00	\$ 54,613.00	\$ 54,613.00
Specialty Referral			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Contractual Total			\$ 55,613.00	\$ 55,613.00	\$ 55,613.00
Direct			\$ 261,224.00	\$ 261,224.00	\$ 261,224.00
\$			\$ 261,224.00	\$ 261,224.00	\$ 261,224.00
%			100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Medical Care
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs

Personnel

\$ 171,342.50

Medical Director (Agmas, Wollelaw Woretaw) - 35% FTE @ \$212,000/year

The HCC Medical Director's responsibilities include seeing patients, reviewing laboratory results, prescribing client appropriate medication, and reviewing patient charts. In addition, the Medical Director coordinates the front office, nurses, case manager, and the HCC leadership team to optimize client care. Lastly, the Medical Director participates in AHF-wide Medical Staff meetings and in weekly, CME-accredited HIV rounds.

Nurse Manager (Choi, Allison Myungun) - 35% FTE @ \$114,000/year

The Nurse Manager provides and directs patient care. The Nurse Manager's responsibilities include: supervising nurse staff, assessing patients, providing patient education especially around adherence counseling, and overseeing/controlling medical supplies.

Medical Assistant (Torres, Mayra) - 35% FTE @ \$52,000/year

The Medical Assistant position assists medical and nursing staff. The Medical Assistant's responsibilities include: documenting patient information during visits, collecting patient samples, performing phlebotomy when needed, and reviewing follow-up needs with patients.

Benefits Counselor (Camonte, Jachalyn) - 35% FTE @ \$56,160/year

This position is responsible for client intake interviews, financial and benefits screening and eligibility verification, document preparation and updates, and maintenance of financial/eligibility data in medical record.

Referral Coordinator (Garcia, Deisy) - 35% FTE @ \$55,390/year

To coordinate medical specialty referral process, ensures accuracy and completeness of referral forms; maintains medical specialty referral log and monitors referral status; maintains referral log information in EMR; assists patients with referral appointment scheduling, confirming appointments and placing reminder calls to patients; serves as liaison to specialty providers, transmitting patient information, lab results, test data and physician notes; obtains test results, data and notes from specialty provider.

Fringe

\$ 34,268.50

Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	2.00%
Health Insurance	10.00%
Life Insurance	0.05%
Workers' Comp	0.30%
Payroll Taxes	7.65%
Total	20.00%

Contractual

\$ 55,613.00

Laboratory

\$ 54,613.00

AHF is requesting funds to provide laboratory services to clients. Services will be continued to be provided by Lab Corp. Based on the GL report, \$91,000 was the total expense on client labs for FY23-24 (back-up may be provided if needed). We are expecting FY24-25 to generate a similar expense. Due to budget constraints, AHF will cover the remaining balance of the laboratory services expenses out of general operating funds.

Specialty Referral

\$ 1,000.00

To be utilized for RW clients who need to be referred to a specialist for any number of reasons for conditions related to their HIV (oncology, urology, proctology, cardiology) AHF's direct cost of building the specialty network involves the following.

\$1,000 will be utilized to pay specialists for this consults and to cover:

- AHF Provider Relations (PR) staff identifying specialists to be in the network
- The PR representative will be interviewing, recruiting and negotiating contracts with the network providers to provide services. PR will also be orienting them to the program, how to bill and other necessary processes in order to serve the population seamlessly.
- Our AHF Credentialing specialist will be conducting the credentialing of the specialty providers and our Medical Director will review and approve qualified specialty provider enrollment in the RW network.
- AHF will provide utilization management through our RN Utilization Review Nurse to assure all patients are eligible and that the specialty services meet the requirements for RW, e.g., HIV+, consult related to HIV care and/or complication/comorbid condition management

Direct Costs Total

\$ 261,224.00

AIDS Healthcare Foundation
Part A - Medical Case Management
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

		Salary	Program FTE	Program Cost	Direct Costs	Program Total
Personnel						
	Assoc Dir of MC Coordination (Greaves, Ayoola) Upland	\$ 126,912	5%	\$ 6,345.60	\$ 6,345.60	\$ 6,346
	Assoc Dir of MC Coordination (Greaves, Ayoola) Riverside	\$ 126,912	5%	\$ 6,345.60	\$ 6,345.60	\$ 6,346
	Program Manager (Martinez, Diana) Upland	\$ 87,818	15%	\$ 13,172.70	\$ 13,172.70	\$ 13,173
	Program Manager (Martinez, Diana) Riverside	\$ 87,818	10%	\$ 8,781.80	\$ 8,781.80	\$ 8,782
	Medical Case Manager (Cerde, Alexandra) Upland	\$ 67,119	55%	\$ 36,915.45	\$ 36,915.45	\$ 36,915
	Medical Case Manager (Cerde, Alexandra) Riverside	\$ 67,119	40%	\$ 26,847.60	\$ 26,847.60	\$ 26,848
	Case Worker (Anaya, Orlando) Upland	\$ 58,240	55%	\$ 32,032.00	\$ 32,032.00	\$ 32,032
	Case Worker (Anaya, Orlando) Riverside	\$ 58,240	40%	\$ 23,296.00	\$ 23,296.00	\$ 23,296
	Personnel Subtotal			\$ 153,736.75	\$ 153,736.75	\$ 153,736.75
Fringe						
			Percent	Program Cost	Direct Costs	Program Total
	401K		2.00%	\$ 3,074.74	\$ 3,074.74	\$ 3,074.74
	Health Insurance		10.00%	\$ 15,373.68	\$ 15,373.68	\$ 15,373.68
	Life Insurance		0.05%	\$ 76.87	\$ 76.87	\$ 76.87
	Workers' Comp		0.30%	\$ 461.21	\$ 461.21	\$ 461.21
	Payroll Taxes		7.65%	\$ 11,760.86	\$ 11,760.86	\$ 11,760.86
	Fringe Subtotal		20.00%	\$ 30,747.35	\$ 30,747.35	\$ 30,747.35
Total Personnel				\$ 184,484.10	\$ 184,484.10	\$ 184,484.10
Other				Program Cost	Direct Costs	Program Total
	Incentives (MCM support group)			\$ 14,462.90	\$ 14,462.90	\$ 14,462.90
	Other Total			\$ 14,462.90	\$ 14,462.90	\$ 14,462.90
Direct				\$ 198,947.00	\$ 198,947.00	\$ 198,947.00
\$				\$ 198,947.00	\$ 198,947.00	\$ 198,947.00
%				100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Medical Case Management
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs

Personnel

\$ 153,736.75

Assoc Dir of MC Coordination (Greaves, Ayoola) - 10% FTE @ \$126,912/year

The Associate Director will oversee the MCM program. The administrative duties will include complying with all contract obligations, scope of work, reporting, incentive plan and supervision of all staff. Also, responsible for scheduling and ongoing site assessments and effectiveness.

Program Manager (Martinez, Diana) - 25% FTE @ \$87,818/year

To oversee the Medical Case Management staff and operations and to ensure compliance with scope of work and required quality and programmatic requirements are met. In addition, Erica will also be providing nurse care management services to all eligible clients who require care management services. She is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. She is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. She will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.

Medical Case Manager (Cerde, Alexandra) - 95% FTE @ \$67,119/year

To provide nurse care management services to all eligible clients who require care management services. MCM is responsible for assessing, determining acuity levels, developing a plan of care based upon needs identified in the initial health risk assessment, medical plan of care and the patient's health goals. MCM is also responsible for educating the patient concerning HIV disease and any other co-morbid conditions in addition to adherence to the medical plan of care and medication regimens. The MCM will provide ongoing education and support to patients who are receiving care management services through telephonic, electronic, face-to-face interventions in the clinic, patient home or venue mutually agreed upon by the patient and the nurse, attend case conferences, required meetings, and community events as assigned.

Case Worker (Anaya, Orlando) - 95% FTE @ \$58,240/year

The Case Worker (CW) will assist the MCM and PCM in care coordination, including following up on referrals and linkages to services. The position will be responsible for data entry on care plan results and tracking outcomes. The CW will also coordinate with AHF Linkage Specialists and clinic staff to enroll newly diagnosed patients in medical care quickly and efficiently.

Fringe

\$ 30,747.35

Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	2.00%
Health Insurance	10.00%
Life Insurance	0.05%
Workers' Comp	0.30%
Payroll Taxes	7.65%
Total	<u>20.00%</u>

Other

Incentives

\$ 14,462.90

To provide voucher assistance to clients who participate in the support group for MCM (39 clients per month, cost per client \$31)

Direct Costs Total

\$ 198,947.00

AIDS Healthcare Foundation
Part A - Mental Health
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

	Salary	Program FTE	Program Cost	Direct Costs	Program Total
Personnel					
National Prog Dir of MH (Valdez, Nathalie) Upland	\$ 159,011.00	0.25%	\$ 397.53	\$ 397.53	\$ 397.53
National Prog Dir of MH (Valdez, Nathalie) Riverside	\$ 159,011.00	0.25%	\$ 397.53	\$ 397.53	\$ 397.53
LC Social Worker (Vergara, Maria) Upland	\$ 91,779.40	38.00%	\$ 34,876.17	\$ 34,876.17	\$ 34,876.17
LC Social Worker (Vergara, Maria) Riverside	\$ 91,779.40	27.00%	\$ 24,780.44	\$ 24,780.44	\$ 24,780.44
Personnel Subtotal			\$ 60,451.67	\$ 60,451.67	\$ 60,451.67
Fringe					
401K		Percent	Program Cost	Direct Costs	Program Total
		2.00%	\$ 1,209.03	\$ 1,209.03	\$ 1,209.03
Health Insurance		10.00%	\$ 6,045.17	\$ 6,045.17	\$ 6,045.17
Life Insurance		0.05%	\$ 30.23	\$ 30.23	\$ 30.23
Workers' Comp		0.30%	\$ 181.35	\$ 181.35	\$ 181.35
Payroll Taxes		7.65%	\$ 4,624.55	\$ 4,624.55	\$ 4,624.55
Fringe Subtotal		20.00%	\$ 12,090.33	\$ 12,090.33	\$ 12,090.33
Total Personnel			\$ 72,542.00	\$ 72,542.00	\$ 72,542.00
Direct			\$ 72,542.00	\$ 72,542.00	\$ 72,542.00
Admin				\$ -	\$ -
\$			\$ 72,542.00	\$ 72,542.00	\$ 72,542.00
%			100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Mental Health
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs

Personnel

\$ 60,451.67

National Prog Dir of MH (Nathalie Valdez) - 0.50% FTE @ \$159,011/year

The National Program Director of Mental Health, currently, is Nathalie Valdez, a Licensed Clinical Social Worker in the state of CA with 20 years of experience working with people living with HIV/AIDS in a medical care setting. Nathalie is a graduate of Columbia University School of Social Work. Nathalie 's goal is to integrate Mental Health to the medical services of the clinic to enhance the patient's care and optimize their treatment plan outcomes. Nathalie and her team collaborate on patient care with nursing, case management, pharmacy and medical providers, including psychiatry.

LC Social Worker (Vergara, Maria) - 65% FTE @ \$91,779.40/year

The Licensed Clinical Social Worker (LCSW) registered by the California Board of Behavioral Sciences with provide psychotherapy services (and/or telehealth psychotherapy) to clients using an array of treatment modalities including Cognitive Behavioral Therapy, Interpersonal Therapy, Motivational Interviewing, etc. The LCSW will contract with patient for a minimal of 6 treatment sessions. The LCSW will conduct in initial psycho-social assessment and develop a comprehensive, measurable treatment plan with the patient. The LCSW will monitor progress in symptomology reduction at every session and review treatment plan objectives throughout course of treatment. The LCSW will collaborate with internal (i.e., medical providers, nurses, case managers) and external (i.e., community-based organizations and/or public benefit services) resources to help the patient achieve a higher level of functioning and decrease barriers to HIV treatment.

Fringe

\$ 12,090.33

Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	2.00%
Health Insurance	10.00%
Life Insurance	0.05%
Workers' Comp	0.30%
Payroll Taxes	7.65%
Total	<u>20.00%</u>

Direct Costs Total

\$ 72,542.00

AIDS Healthcare Foundation
Part A - Case Management
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

	Salary	Program FTE	Program Cost	Direct Costs	Program Total
Personnel					
Care Manager (Cerde, Alexandra) Upland	\$ 67,119	3.0%	\$ 2,013.57	\$ 2,013.57	\$ 2,013.57
Care Manager (Cerde, Alexandra) Riverside	\$ 67,119	2.0%	\$ 1,342.38	\$ 1,342.38	\$ 1,342.38
NM Care Manager (Aceves, Marco) Upland	\$ 66,898	50.00%	\$ 33,449.01	\$ 33,449.01	\$ 33,449.01
NM Care Manager (Aceves, Marco) Riverside	\$ 66,898	40.00%	\$ 26,759.21	\$ 26,759.21	\$ 26,759.21
Personnel Subtotal			\$ 63,564.17	\$ 63,564.17	\$ 63,564.17
Fringe					
		Percent	Program Cost	Direct Costs	Program Total
401K		2.00%	\$ 1,271.28	\$ 1,271.28	\$ 1,271.28
Health Insurance		10.00%	\$ 6,356.42	\$ 6,356.42	\$ 6,356.42
Life Insurance		0.05%	\$ 31.78	\$ 31.78	\$ 31.78
Workers' Comp		0.30%	\$ 190.69	\$ 190.69	\$ 190.69
Payroll Taxes		7.65%	\$ 4,862.66	\$ 4,862.66	\$ 4,862.66
Fringe Subtotal		20.00%	\$ 12,712.83	\$ 12,712.83	\$ 12,712.83
Total Personnel			\$ 76,277.00	\$ 76,277.00	\$ 76,277.00
Direct			\$ 76,277.00	\$ 76,277.00	\$ 76,277.00
\$			\$ 76,277.00	\$ 76,277.00	\$ 76,277.00
%			100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Case Management
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs

Personnel **\$ 63,564.17**

Care Manager (Alexandra Cerda) - 5% FTE @ \$67,119/year

The Non-Medical Case Manager is responsible for projecting and integrating the Mission and Core Values of AHF in the provision of Case Management to clients served by the San Bernardino Ryan White which includes both the Upland HCC and Riverside HCC. The NCMCM will be responsible for reaching the clients through all available means of communication, including but not limited to phone calls, text messages, emails, physical mail, and community outreach to parks, food pantries, and shelters. The person in this role must have experience directly supporting LGBTQ+ individuals, people of color, active drug users, people with severe cognitive deficits, and/or street-involved (homeless) individuals. Under the direction of the Medical Case Management Supervisor or designee, the Non-Medical Case Manager worker shall adhere to a proactive case management model intended to serve persons living with HIV with multiple complex psychosocial and/or health-related needs that focuses on maintaining HIV infected persons in systems of primary medical care to improve HIV-related health outcomes.

NM Care Manager (Marco Aceves) - 90% FTE @ \$66,898/year

The Case Worker (CW) will assist the MCM and PCM in care coordination, including following up on referrals and linkages to services. The position will be responsible for data entry on care plan results and tracking outcomes. The CW will also coordinate with AHF Linkage Specialists and clinic staff to enroll newly diagnosed patients in medical care quickly and efficiently.

Fringe **\$ 12,712.83**

Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	2.00%
Health Insurance	10.00%
Life Insurance	0.05%
Workers' Comp	0.30%
Payroll Taxes	7.65%
Total	<u>20.00%</u>

Direct Costs Total **\$ 76,277.00**

AIDS Healthcare Foundation
Part A - Food
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

Other	Program Cost	Direct Costs	Program Total
Food Vouchers (62 clients per month, cost per client \$80)	\$ 59,063.00	\$ 59,063.00	\$ 59,063.00
Other Total	\$ 59,063.00	\$ 59,063.00	\$ 59,063.00
Direct	\$ 59,063.00	\$ 59,063.00	\$ 59,063.00
\$	\$ 59,063.00	\$ 59,063.00	\$ 59,063.00
%	100.00%	100.00%	100.00%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Food
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs		
Other		\$ 59,063.00
Food Vouchers		
To provide Food Voucher assistance to eligible clients. 62 clients per month at \$80 per client		
Direct Costs Total		\$ 59,063.00

AIDS Healthcare Foundation
Part A - Medical Transportation
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

Other	Program Cost	Direct Costs	Program Total
Medical Transportation Services (56 clients per month at \$70 per voucher)	\$ 46,315.00	\$ 46,315.00	\$ 46,315.00
Other Total	\$ 46,315.00	\$ 46,315.00	\$ 46,315.00
Direct	\$ 46,315.00	\$ 46,315.00	\$ 46,315.00
\$	\$ 46,315.00	\$ 46,315.00	\$ 46,315.00
%	100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - Medical Transportation
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

Direct Costs

Other \$ 46,315.00

Medical Transportation Services

To enhance client's access to health care or support services using multiple forms of transportation throughout the TGA. **56 clients per month at \$70 per voucher.**

Direct Costs Total \$ 46,315.00

AIDS Healthcare Foundation
Part A - RW CQM
Line Item Budget
Budget Period 3/1/2025 - 2/28/2026

	Salary	Program FTE	Program Cost	CQM Costs	Program Total
Personnel					
Senior Project Manager-Quality (Bahaya, Sandra Najuna)	\$ 99,193	22.99%	\$ 22,805.84	\$ 22,806	\$ 22,806
Personnel Subtotal			\$ 22,805.84	\$ 22,805.84	\$ 22,805.84
Fringe					
		Percent	Program Cost	CQM Costs	Program Total
401K		2.00%	\$ 456.12	\$ 456.12	\$ 456.12
Health Insurance		10.00%	\$ 2,280.58	\$ 2,280.58	\$ 2,280.58
Life Insurance		0.05%	\$ 11.40	\$ 11.40	\$ 11.40
Workers' Comp		0.30%	\$ 68.42	\$ 68.42	\$ 68.42
Payroll Taxes		7.65%	\$ 1,744.65	\$ 1,744.65	\$ 1,744.65
Fringe Subtotal		20.00%	\$ 4,561.17	\$ 4,561.17	\$ 4,561.17
Total Personnel			\$ 27,367.00	\$ 27,367.00	\$ 27,367.00
Direct			\$ 27,367.00	\$ -	\$ -
CQM			\$ -	\$ 27,367.00	\$ 27,367.00
\$			\$ 27,367.00	\$ 27,367.00	\$ 27,367.00
%			100%	100%	100%

* Only include these in "Other" if they are not already included in Indirect

AIDS Healthcare Foundation
Part A - RW CQM
Budget Narrative Justification
Budget Period 3/1/2025 - 2/28/2026

CQM Costs

Personnel	\$ 22,805.84
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Senior Project Manager-Quality (Bahaya, Sandra Najuna) - 22.99% FTE @ \$99,193/year

This position is responsible for the design and implementation of programs and projects, tracking and trending the quality indicators, establishing and utilizing benchmarks and thresholds as quality indicators, developing corrective action plans in collaboration with management as needed, development of the annual QI Plan and implementation of internal quality improvement projects. In addition, this position assures the ongoing, quarterly, semiannual and annual QI reporting and evaluations as prescribed in the overall QI plan.

Fringe	\$ 4,561.17
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Fringe covers the following below; this calculated based on the Statement of Functional Expenses

401K	2.00%
Health Insurance	10.00%
Life Insurance	0.05%
Workers' Comp	0.30%
Payroll Taxes	7.65%
Total	<u>20.00%</u>

CQM Costs

\$ 27,367.00