

STATE OF CALIFORNIA  
DEPARTMENT OF AGING  
ACCESS TO TECHNOLOGY (ATT) PROGRAM  
REQUEST FOR APPLICATION – County Response Template



**Section I**

County Number: 36

County Name: San Bernardino

Human Services Agency Name: Department of Aging and Adult Services – Public Guardian

| Contact Name   | Contact Title  | Contact email address          | Contact phone number<br>(w/extension if applicable) |
|----------------|--|--------------------------------|---|
| Sharon Nevins  | Director/ Public Guardian                                | Sharon.Nevins@hss.sbcounty.gov | 909-891-3917  |
| Glenda Jackson | Interim Assistant Director/ Chief Deputy Public Guardian | Glenda.Jackson@pg.sbcounty.gov | 909-798-8528  |
| Krystle Rowe   | Mental Health Program Manager II                         | Krystle.Rowe@pg.sbcounty.gov   | 909-798-8572  |

**Section II**

|  | Yes      | No |
|--|----------|----|
| 1) Does your county opt-in to participate in the ATT program?  | <u>X</u> |    |
| 2) Do you agree to participate in program evaluation efforts to be conducted by CDA or its designated representative at the end of the program period? (The evaluation may include a brief survey, interviews, collecting sample success stories and documenting lessons learned.) | <u>X</u> |    |

- 3) List existing County programs your County will be leveraging to provide ATT program services (if any): The following San Bernardino County Departments and programs used to leverage the ATT program will include, but is not limited to the following: Adult Protective Services, In-Home Supportive Services, Office of the Public Guardian, Age Wise Program, Department of Children and Family Services, Ombudsman, Multipurpose Senior Services Program, Senior Information and Assistance, Senior and Community Centers, Senior Affairs Commission, Region Councils on Aging, Department of Behavioral Health, Transitional Assistance Department, and Information Technology Services Department.

- 4) List any non-County programs your County will be leveraging to provide ATT program services (if any): Faith-based and culturally diverse organizations such as local churches and Consulates, and Rolling Start, Inc.
- 5) Did you include supporting documents that demonstrate aligned initiatives and commitments in supporting language and cultural diversity? (Yes/No) No

### **Section III**

- 1) The minimum allocation for the ATT program is \$100,000. If your county desires an amount that is less than \$100,000, please enter the desired amount here (please enter whole numbers only):

\$ N/A

- 2) This is a monthly reimbursement program. Do you agree to bill CDA monthly to be reimbursed for ATT program expenditures? (Yes/No) Yes

- 3) Budget Attached – (Yes/No): Yes

### **Section IV**

- 1) Please check boxes below to indicate which ATT program services your County will provide to ATT program participants:

|   |  |
|---|--|
| X | Providing technology, which may include, but is not limited to, laptops, tablets, and smartphones, to older adults and adults with disabilities. |
| X | Arranging for reliable internet access (via service plans) to older adults and adults with disabilities.   |
|   | Broadband infrastructure improvements (telecommunications equipment, technologies, routers, fiber optic lines, etc.)                             |
| X | Developing or arranging for education and training of older adults and adults with disabilities on the use of technology.                        |
| X | Conducting outreach about the program.   |
|   | Other – Not specifically stated above  |

- 2) Please provide a detailed description of how grant funding will be utilized to meet the Program Goals above and any intended uses not specifically stated above:

San Bernardino County Department of Aging and Adult Services – Public Guardian will utilize the ATT grand funds to accomplish the program goals by performing the following:

1. Purchase iPads, iPhones, and Hotspots.

2. Internet and data plans will be made available for all distributed devices.
3. Consumers technology needs will be thoroughly assessed using a Department created assessment tool used to screen for necessities when determining program eligibility.
4. Upon completion of the assessment, equipment will be distributed to those who qualify.
5. Flyers in multiple languages will be created and printed to advertise the ATT program to older and disabled adults and distributed throughout the County.
6. Outreach efforts will promote ATT program services to culturally diverse groups throughout the County, including the rural communities, which aligns with the published San Bernardino County Values.
7. Outreach efforts will include communications with collaborative partners to ensure education about the program is distributed to those who serve older adults and adults with disabilities.
8. In-service presentations about the ATT program will be offered to all entities upon request.
9. Participants in the ATT program are eligible for screening and linkage to County and community resources.
10. Collaborate with an education system to provide live online and/or in-person, interactive classes targeting mental, physical, social activities and wellness.
11. Position staff to oversee ATT program data collection and quality assurance responsibilities (e.g., demographics, customer satisfaction surveys, lessons learned, and success stories).
12. Position staff to assist with ongoing outreach efforts, perform in-service presentations, act as a liaison for technical support and education programs, and assist with data collection.
13. Internal administrative staff will prepare and submit monthly expenditures and quarterly programmatic reports in support of the ATT grant.
14. The Department of Aging and Adult Services – Public Guardian Age Wise Program will conduct social support, behavioral health and wellness groups via a virtual platform to combat social isolation and improve well-being.
15. Encourage the participation of family members and significant others in the support of the participant's personal wellness and technology goals.

3) Additional Comments:

Flyers in multiple languages will be created to advertise the ATT program to older and disabled adults and distributed throughout the County to demonstrate our aligned initiatives and commitments in supporting language and cultural diversity.

STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY BUDGET PROGRAM**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: BUDGET SUMMARY**

|                       |               |                  |                                     |                    |  |                |            |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|--|----------------|------------|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>- 36</b>        |  |                |            |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> |  | <b>Date:</b>   | 07/27/2022 |
|                       |               |                  |                                     |                    |  | <b>County:</b> | 36         |

| Cost Category   | HCBS Fund           |
|---|---------------------|
| <b>Access To Technology- Administration</b>           | <b>HCBS Fund</b>    |
| Personnel   | \$ 195,000          |
| Operating Expenses                                    | \$ 39,600           |
| Indirect Administration                               | \$ 19,300           |
| Access To Technology- Administration<br>(maximum 10%) | \$ 253,900          |
| <b>Access To Technology- Program</b>                  | <b>HCBS Fund</b>    |
| Direct Services                                       | \$ 2,539,550        |
| Indirect Program                                      | \$ 0                |
| Subcontractor Services                                | \$ 0                |
| Access To Technology Program                          | \$ 2,539,550        |
| <b>Total Access To Technology Budget</b>              | <b>\$ 2,793,450</b> |

|                 |                                     |  |
|-----------------|-------------------------------------|--|
| Payment Method: | Reimbursement <input type="radio"/> | Request for Funds <input checked="" type="radio"/> |
|-----------------|-------------------------------------|--|

|   |      |
|---|------|
| Federally Approved Indirect Cost Rate(s): | 0.0% |
|---|------|

For questions or accessibility assistance with this financial document, please contact: [Finance@aging.ca.gov](mailto:Finance@aging.ca.gov)

| <b>FOR STATE USE ONLY</b>     |       |                               |       |
|-------------------------------|-------|-------------------------------|-------|
| Local Finance Bureau Analyst: | Date: | Local Finance Bureau Manager: | Date: |
|                               |       |                               |       |

STATE OF CALIFORNIA  
CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: ADMINISTRATION**

|                       |               |                  |                                     |                    |                         |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|-------------------------|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>36</b>          |                         |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> | <b>Date:</b> 07/27/2022 |
|                       |               |                  |                                     | <b>County:</b>     | 36                      |

| Personnel Costs   |                      |                      |            |
|---|----------------------|----------------------|------------|
| Position Classification   | Annual FTE Wage Rate | FTE % of Time Worked | Total      |
| Staff Analyst I   | 70,000               | 100.0%               | \$ 70,000  |
| Fiscal Specialist   | 45,000               | 100.0%               | \$ 45,000  |
| PSE   | 40,000               | 100.0%               | \$ 40,000  |
|   |                      | 0.0%                 | \$ 0       |
|   |                      | 0.0%                 | \$ 0       |
|   |                      | 0.0%                 | \$ 0       |
|   |                      | 0.0%                 | \$ 0       |
|   |                      | 0.0%                 | \$ 0       |
|   |                      | 0.0%                 | \$ 0       |
| Total Salaries & Wages:   |                      |                      | \$ 155,000 |
| Staff Benefits:   |                      |                      | \$ 40,000  |
| Total Personnel:  |                      |                      | \$ 195,000 |
| Operating Expenses  |                      |                      |            |
| Rent  |                      |                      | \$ 9,600   |
| Equipment/Property (Items may require CDA approval)                   |                      |                      |            |
| Supplies  |                      |                      | \$ 30,000  |
| Travel (Describe):  |                      |                      |            |
| Consultant Costs  |                      |                      |            |
| Training  |                      |                      |            |
| Purchased Access to Technology Program Services                       |                      |                      |            |
| Other Costs (Describe):   |                      |                      |            |
|   |                      |                      |            |
| Total Operating Expenses:   |                      |                      | \$ 39,600  |
| Indirect Administration (maximum 10% of Modified Total Direct Costs): |                      |                      | \$ 19,300  |
| Access To Technology Program- Administration Budget Total:            |                      |                      | \$ 253,900 |

Items that require CDA approval, per Standard Agreement exhibits, must be itemized on the Equipment/Property Budgeted pages (5 & 6)

STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY BUDGET PROGRAM**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: BUDGET SUMMARY**

|                       |               |                  |                                     |                    |  |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|--|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>- 36</b>        |  |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> |  |
| <b>Date:</b>          | 07/27/2022    | <b>County:</b>   | 36                                  |                    |  |

| Cost Category   | HCBS Fund           |
|---|---------------------|
| <b>Access To Technology- Administration</b>           | <b>HCBS Fund</b>    |
| Personnel   | \$ 195,000          |
| Operating Expenses                                    | \$ 39,600           |
| Indirect Administration                               | \$ 19,300           |
| Access To Technology- Administration<br>(maximum 10%) | \$ 253,900          |
| <b>Access To Technology- Program</b>                  | <b>HCBS Fund</b>    |
| Direct Services                                       | \$ 2,539,550        |
| Indirect Program                                      | \$ 0                |
| Subcontractor Services                                | \$ 0                |
| Access To Technology Program                          | \$ 2,539,550        |
| <b>Total Access To Technology Budget</b>              | <b>\$ 2,793,450</b> |

|                        |                                     |  |
|------------------------|-------------------------------------|--|
| <b>Payment Method:</b> | Reimbursement <input type="radio"/> | Request for Funds <input checked="" type="radio"/> |
|------------------------|-------------------------------------|--|

|  |      |
|--|------|
| <b>Federally Approved Indirect Cost Rate(s):</b> | 0.0% |
|--|------|

For questions or accessibility assistance with this financial document, please contact: [Finance@aging.ca.gov](mailto:Finance@aging.ca.gov)

| <b>FOR STATE USE ONLY</b>            |              |                                      |              |
|--------------------------------------|--------------|--------------------------------------|--------------|
| <b>Local Finance Bureau Analyst:</b> | <b>Date:</b> | <b>Local Finance Bureau Manager:</b> | <b>Date:</b> |
|                                      |              |                                      |              |



STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: ADMINISTRATION**

|                       |               |                  |                                     |                    |                         |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|-------------------------|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>36</b>          |                         |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> | <b>Date:</b> 07/27/2022 |
| <b>County:</b>        |               |                  |                                     |                    | 36                      |

| <b>Personnel Costs</b>  |                      |                      |                   |
|---|----------------------|----------------------|-------------------|
| Position Classification   | Annual FTE Wage Rate | FTE % of Time Worked | Total             |
| Staff Analyst I   | 70,000               | 100.0%               | \$ 70,000         |
| Fiscal Specialist   | 45,000               | 100.0%               | \$ 45,000         |
| PSE   | 40,000               | 100.0%               | \$ 40,000         |
|   |                      | 0.0%                 | \$ 0              |
|   |                      | 0.0%                 | \$ 0              |
|   |                      | 0.0%                 | \$ 0              |
|   |                      | 0.0%                 | \$ 0              |
|   |                      | 0.0%                 | \$ 0              |
|   |                      | 0.0%                 | \$ 0              |
| Total Salaries & Wages:   |                      |                      | \$ 155,000        |
| Staff Benefits:   |                      |                      | \$ 40,000         |
| Total Personnel:  |                      |                      | \$ 195,000        |
| <b>Operating Expenses</b>   |                      |                      |                   |
| Rent  |                      |                      | \$ 9,600          |
| Equipment/Property (Items may require CDA approval)                   |                      |                      |                   |
| Supplies  |                      |                      | \$ 30,000         |
| Travel (Describe):  |                      |                      |                   |
| Consultant Costs  |                      |                      |                   |
| Training  |                      |                      |                   |
| Purchased Access to Technology Program Services                       |                      |                      |                   |
| Other Costs (Describe):   |                      |                      |                   |
|   |                      |                      |                   |
| Total Operating Expenses:   |                      |                      | \$ 39,600         |
| Indirect Administration (maximum 10% of Modified Total Direct Costs): |                      |                      | \$ 19,300         |
| <b>Access To Technology Program- Administration Budget Total:</b>     |                      |                      | <b>\$ 253,900</b> |

Items that require CDA approval, per Standard Agreement exhibits, must be itemized on the Equipment/Property Budgeted pages (5 & 6)

STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM BUDGET: DIRECT SERVICES**

|                       |               |                  |                                     |                    |  |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|--|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>36</b>          |  |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> |  |
| <b>Date:</b>          | 07/27/2022    | <b>County:</b>   | 36                                  |                    |  |

| <b>Personnel Costs</b>   |                      |                      |                   |
|--|----------------------|----------------------|-------------------|
| Position Classification  | Annual FTE Wage Rate | FTE % of Time Worked | Total             |
| PSE  | 30,000               | 100.0%               | \$ 30,000         |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
|  |                      | 0.0%                 | \$ 0              |
| Total Salaries & Wages:  |                      |                      | \$ 30,000         |
| Staff Benefits:  |                      |                      |                   |
| Total Personnel:   |                      |                      | \$ 30,000         |
| <b>Operating Expenses</b>  |                      |                      |                   |
| Rent   |                      |                      |                   |
| Equipment/Property (Items may require CDA approval)                |                      |                      |                   |
| Supplies   |                      |                      |                   |
| Travel (Describe):   |                      |                      |                   |
| Consultant Costs   |                      |                      |                   |
| Training   |                      |                      | \$ 121,000        |
| Purchased Access to Technology Program Services                    |                      |                      |                   |
| Other Costs (Describe):  |                      |                      |                   |
|  |                      |                      |                   |
| Total Operating Expenses:  |                      |                      | \$ 121,000        |
| Indirect Program (maximum 10% of Modified Total Direct Costs):     |                      |                      |                   |
| <b>Access To Technology Program- Direct Services Budget Total:</b> |                      |                      | <b>\$ 151,000</b> |

Items that require CDA approval, per Standard Agreement exhibits, must be itemized on the Equipment/Property Budgeted pages (5 & 6)



STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: SUBCONTRACTOR SERVICES**

|                       |               |                   |                                     |                    |  |
|-----------------------|---------------|-------------------|-------------------------------------|--------------------|--|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>        |                                     | <b>36</b>          |  |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b>  | <input checked="" type="checkbox"/> | <b>Revision #:</b> |  |
| <b>Date:</b>          | 07/27/2022    | <b>County:</b> 36 |                                     |                    |  |

| Subcontractor  | HCBS Fund   |
|--|-------------|
| Name:  |             |
| Address:   |             |
| Phone#:  |             |
| Contact:   |             |
| Name:  |             |
| Address:   |             |
| Phone#:  |             |
| Contact:   |             |
| Name:  |             |
| Address:   |             |
| Phone#:  |             |
| Contact:   |             |
| Name:  |             |
| Address:   |             |
| Phone#:  |             |
| Contact:   |             |
| Name:  |             |
| Address:   |             |
| Phone#:  |             |
| Contact:   |             |
| <b>Access To Technology Program-<br/>Subcontractor Services Total:</b> | <b>\$ 0</b> |

Budgeted Contracted expenses from all funding sources

STATE OF CALIFORNIA  
 CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
 CDA 3003 (NEW 06/2022)



**ACCESS TO TECHNOLOGY PROGRAM: EQUIPMENT/PROPERTY BUDGETED**

|                       |               |                  |                                     |                    |  |
|-----------------------|---------------|------------------|-------------------------------------|--------------------|--|
| <b>CONTRACT #:</b>    |               | <b>AT-</b>       |                                     | <b>36</b>          |  |
| <b>Budget Period:</b> | 10/22 - 12/24 | <b>Original:</b> | <input checked="" type="checkbox"/> | <b>Revision #:</b> |  |
| <b>Date:</b>          | 07/27/2022    | <b>County:</b>   | 36                                  |                    |  |

**Instructions:**

- List the projected Equipment/Property purchases anticipated for the term of the Standard Agreement.
- Equipment/Property, costing more than \$5000 per unit or any computing devices, regardless of cost must be included on the list.
- **Note:** A desktop or laptop setup, including all peripherals is considered a unit, if purchased as a unit.

| Item Description                                 | Item Quantity | Per Unit Cost | Total Cost   |
|--|---------------|---------------|--------------|
| <b>Administration Equipment/Property (pg. 2)</b> |               |               |              |
|  |               |               | \$ 0         |
|  |               |               | \$ 0         |
|  |               |               | \$ 0         |
|  |               |               | \$ 0         |
|  |               |               | \$ 0         |
|  |               |               | \$ 0         |
| <b>Administration Equipment/Property Total:</b>  |               |               | \$ 0         |
| <b>Direct Equipment/Property (pg. 3)</b>         |               |               |              |
| iPhone Pro Max 13 and case                       | 100           | \$ 1,221      | \$ 122,100   |
| Verizon Service for iPhone for 22 months         | 100           | \$ 1,129      | \$ 112,900   |
| iPad 10.9 and case                               | 1,000         | \$ 1,023      | \$ 1,023,000 |
| Verizon service for iPad for 22 months           | 1,000         | \$ 1,188      | \$ 0         |
| Hotspot (Verizon) 5G UW and service - inc tax    | 150           | \$ 332        | \$ 0         |
| One-time activation fee all devices              | 1,250         | \$ 35         | \$ 43,750    |
| <b>Direct Equipment/Property Total:</b>          |               |               | \$ 1,301,750 |

STATE OF CALIFORNIA  
CALIFORNIA DEPARTMENT OF AGING  
**ACCESS TO TECHNOLOGY PROGRAM BUDGET**  
CDA 3003 (NEW 06/2022)



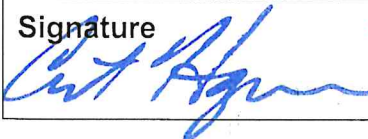
**ACCESS TO TECHNOLOGY PROGRAM: EQUIPMENT/PROPERTY BUDGETED (cont.)**

**Instructions:**

- List the projected Equipment/Property purchases anticipated for the term of the Standard Agreement.
- Equipment/Property, costing more than \$5000 per unit or any computing devices, regardless of cost must be included on the list.
- **Note:** A desktop or laptop setup, including all peripherals is considered a unit, if purchased as a unit.

| Item Description  | Item Quantity | Per Unit Cost | Total Cost   |
|---|---------------|---------------|--------------|
| <b>Subcontractor Equipment/Property (pg. 4)</b>                         |               |               |              |
|   |               |               | \$ 0         |
|   |               |               | \$ 0         |
|   |               |               | \$ 0         |
|   |               |               | \$ 0         |
|   |               |               | \$ 0         |
|   |               |               | \$ 0         |
| <b>Subcontractor Equipment Total:</b>                                   |               |               | \$ 0         |
| <b>Access To Technology Program- Equipment/Property Budgeted Total:</b> |               |               | \$ 1,301,750 |

Signature is required. Type or print name, title, and date below.

|  |                                 |   |                            |
|--|---------------------------------|---|----------------------------|
| <b>Signature</b><br> | <b>Full Name</b><br>Curt Hagman | <b>Title</b><br>Chairman, Board of Supervisors, San Bernardino County | <b>Date</b><br>AUG 09 2022 |
|--|---------------------------------|---|----------------------------|

SIGNED AND CERTIFIED THAT A COPY OF  
THIS DOCUMENT HAS BEEN DELIVERED  
TO THE CHAIRMAN OF THE BOARD  
LYNNA MONELL  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By \_\_\_\_\_

Deputy

Access to Technology Program Budget  
Addendum to Page 5 of Budget Worksheet

| Direct Equipment/ Property (pg. 3)            |      |             |              |
|---|------|-------------|--------------|
| iPhone Pro Max 13 and Case                    | 100  | \$ 1,221.00 | \$ 122,100   |
| Verizon Service for iPhone for 22 months      | 100  | \$ 1,129.00 | \$ 112,900   |
| iPad 10.9 and case                            | 1000 | \$ 1,023.00 | \$ 1,023,000 |
| Verizon Service for iPad for 22 months        | 1000 | \$ 1,188.00 | \$ 1,188,000 |
| Hotspot (Verizon) 5G UW and service - inc tax | 150  | \$ 332.00   | \$ 49,800    |
| One-time activation fee all devices           | 1250 | \$ 35.00    | \$ 43,750    |
| Direct Equipment/ Property Total:             |      |             | \$ 2,539,550 |