

**ATTACHMENT M**

**SCOPE OF WORK**

| <b>SCOPE OF WORK – PART B</b>   |   |
|---|---|
| <b>USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED GRANT AND SERVICE</b> |   |
| <b>Contract Number:</b>   |   |
| <b>Contractor:</b>  | DAP Health  |
| <b>Grant Period:</b>  | April 1, 2026 – March 31, 2027  |
| <b>Service Category:</b>  | Food Services   |
| <b>Service Goal:</b>  | Supplement eligible HIV/AIDS consumer’s financial ability to maintain continuous access to adequate caloric intake and balanced nutrition sufficient to maintain optimal health in the face of compromised health status due to HIV infection in the TGA. |
| <b>Service Health Outcomes:</b>   | Improve retention in care (at least 1 medical visit in each 6-month period); Improve viral suppression rate.  |

|  | <b>SA1</b>      | <b>SA2</b>     | <b>SA3</b>      | <b>SA4</b>        | <b>SA5</b>        | <b>SA6</b>          | <b>FY 26/27</b> |
|--|-----------------|----------------|-----------------|-------------------|-------------------|---------------------|-----------------|
|  | <b>West Riv</b> | <b>Mid Riv</b> | <b>East Riv</b> | <b>San B West</b> | <b>San B East</b> | <b>San B Desert</b> | <b>TOTAL</b>    |
| <b>Number of Clients</b>   | 0               | 0              | 0               | 0                 | 15                | 15                  | <b>30</b>       |
| <b>Number of Visits</b><br>= Regardless of number of transactions or number of units | 0               | 0              | 0               | 0                 | 180               | 180                 | <b>360</b>      |
| <b>Number of Units</b><br>= Transactions or 15 min encounters                        | 0               | 0              | 0               | 0                 | 1080              | 1080                | <b>2160</b>     |

| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:   | SERVICE AREA | TIMELINE            | PROCESS OUTCOMES   |
|---|--------------|---------------------|--|
| <p><b>Element #1:</b> Food vouchers, actual food, and/or hot meals;</p> <p><b>Element #2:</b> Licensure and Food Handling certification required if applicable; and</p> <p><b>Element #3:</b> Current local limit per client per month.</p> <p><b>Activities:</b> Screening for Payer of Last Resort with support from on-site central registration and case management teams; Renewing food handling certification; Distributing food vouchers once a month on a regular basis, and as needed for emergency assistance, ensuring that every client receives an equal number of food vouchers each month; Securing vouchers from an accessible grocery store chain making every effort to purchase quantities that provide for discounts; Case Conferencing; Co-locating with case managers support review of health indicators to include medical visits and viral load; Ensuring shared access to electronic health records (EHR) and electronic dental records (EDR); Referring clients to co-located (to include shared electronic health records) with</p> | 5,6          | 04/01/26 - 03/31/27 | <ul style="list-style-type: none"> <li>• Eligibility documentation complete once per year.</li> <li>• Current Food Handler license from the County of Riverside Department of Environmental Health.</li> <li>• Food voucher eligibility lists produced monthly.</li> <li>• Food voucher distribution receipts.</li> <li>• Invoices showing discount from Stater Bros.</li> <li>• Service deliveries in HCC.</li> <li>• Referrals documented in Progress Notes, HCC and EHR.</li> <li>• Employment records.</li> <li>• MOUs/Contracts/Agreements/Letters of support from partners.</li> </ul>   |
| <p>medical clinic, dental clinic, behavioral health, early intervention programs and other social services such as housing, transportation and case management; and Referring clients to needed services provided by community referral partners.</p>   |              |                     |  |
| <p><b>Element #4:</b> Services are provided based on Cultural and Linguistic (C&amp;L) Competency Standards.</p> <p><b>Activities:</b> Enrolling staff in annual C&amp;L Competency training; Providing care compatible with client culture, health beliefs, practices, preferred language, and in a manner that reflects and respects gender and sexual diversity of community served; Recruiting, retaining and promoting diverse staff and management representative of the demographic characteristics of the service area; Reviewing C&amp;L Competency Plan annually and updating as needed; Assessing C&amp;L Competency and reflectiveness of client and target populations; Tracking client demographics and language needs; Employing bilingual Spanish staff and retaining additional language assistance as needed at no cost to the client; and Providing frequently used materials in Spanish.</p>  | 5,6          | 04/01/26 - 03/31/27 | <ul style="list-style-type: none"> <li>• Staff development documentation and personnel files.</li> <li>• Client Satisfaction Survey results.</li> <li>• Staff race/ethnicity/gender/sexual orientation survey results.</li> <li>• C&amp;L Competency Plan and All-Staff Meeting agenda.</li> <li>• C&amp;L Competency Self-Assessment and plan to address deficiencies.</li> <li>• Race, ethnicity and language proficiency recorded in HCC.</li> <li>• Staff language proficiency survey results.</li> <li>• “Interpreter Needed” alert in EHR as well as accounting of payment to interpretive service vendors.</li> <li>• Spanish versions of most common forms and signage.</li> </ul> |

## SCOPE OF WORK – PART B

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED GRANT AND SERVICE

|                                 |  |
|---------------------------------|--|
| <b>Contract Number:</b>         |  |
| <b>Contractor:</b>              | DAP Health   |
| <b>Grant Period:</b>            | April 1, 2026 – March 31, 2027   |
| <b>Service Category:</b>        | Medical Transportation Services  |
| <b>Service Goal:</b>            | To enhance clients’ access to health care or support services using multiple forms of transportation throughout the TGA. |
| <b>Service Health Outcomes:</b> | Improve retention in care (at least 1 medical visit in each 6-month period); Improve viral suppression rate.             |

|   | SA1<br>West Riv | SA2<br>Mid Riv | SA3<br>East Riv | SA4<br>San B West | SA5<br>San B East | SA6<br>San B Desert |  | FY 26/27<br>TOTAL |
|---|-----------------|----------------|-----------------|-------------------|-------------------|---------------------|--|-------------------|
| <b>Number of Clients</b>  | 0               | 0              | 0               | 0                 | 6                 | 6                   |  | <b>12</b>         |
| <b>Number of Visits</b><br>= Regardless of number of transactions<br>or number of units | 0               | 0              | 0               | 0                 | 72                | 72                  |  | <b>144</b>        |
| <b>Number of Units</b><br>= Transactions or 15 min encounters                           | 0               | 0              | 0               | 0                 | 504               | 504                 |  | <b>1008</b>       |

| PLANNED SERVICE DELIVERY AND IMPLEMENTATION ACTIVITIES:  | SERVICE AREA | TIMELINE            | PROCESS OUTCOMES   |
|--|--------------|---------------------|--|
| <p><b>Element #1:</b> Bus pass (monthly pass only when justified, otherwise day pass);</p> <p><b>Element #2:</b> Gasoline vouchers;</p> <p><b>Element #3:</b> Van trip;</p> <p><b>Element #4:</b> Urgent taxi trip;</p> <p><b>Element #5:</b> Collect and maintain data to document that funds are used only for medical appointments and to obtain support services to maintain participation in medical care (origin, destination, method, etc.); and</p> <p><b>Element #6:</b> Restricted to pick-up and drop-off points within the TGA.</p> <p><b>Activities:</b> Screening for Payer of Last Resort with support from on-site central registration and case management teams; Educating clients on how to fill out mileage logs to document eligible mileage including purpose, starting point, destination, and signature of medical or social service provider visited;</p> <p>Ensuring that no cash payments are made to clients by securing gas cards from locally accessible gas station chain; Case Conferencing; Co-locating</p> | 5,6          | 04/01/26 - 03/31/27 | <ul style="list-style-type: none"> <li>• Eligibility documentation complete once per year.</li> <li>• Mileage logs.</li> <li>• Invoices and check requests and cancelled checks to/from gas vouchers.</li> <li>• Service deliveries in HCC.</li> <li>• Referrals documented in Progress Notes.</li> <li>• Employment records.</li> <li>• MOUs/Contracts/Agreements/Letters of support from partners.</li> <li>• Medical visits.</li> <li>• Viral loads.</li> </ul> |
| <p>with case managers to support review of health indicators to include medical visits and viral load; Ensuring shared access to electronic health records (EHR); Referring clients to co-located medical clinic, dental clinic, behavioral health, early intervention programs and other social services such as housing, food and case management; and Referring clients to needed services provided by community referral partners.</p>   |              |                     |  |

|  |     |                     |  |
|--|-----|---------------------|--|
| <p><b>Element #7:</b> Services are provided based on Cultural and Linguistic (C&amp;L) Competency Standards.</p> <p><b>Activities:</b> Enrolling staff in annual C&amp;L Competency training; Providing care compatible with client culture, health beliefs, practices, preferred language, and in a manner that reflects and respects gender and sexual diversity of community served; Recruiting, retaining and promoting diverse staff and management representative of the demographic characteristics of the service area; Reviewing C&amp;L Competency Plan annually and updating as needed; Assessing C&amp;L Competency and reflectiveness of client and target populations; Tracking client demographics and language needs; Employing bilingual Spanish staff and retaining additional language assistance as needed at no cost to the client; and Providing frequently used materials in Spanish.</p> | 5,6 | 04/01/26 - 03/31/27 | <ul style="list-style-type: none"> <li>• Staff development documentation and personnel files.</li> <li>• Client Satisfaction Survey results.</li> <li>• Staff race/ethnicity/gender/sexual orientation survey results.</li> <li>• C&amp;L Competency Plan and All-Staff Meeting agenda.</li> <li>• C&amp;L Competency Self-Assessment and plan to address deficiencies.</li> <li>• Race, ethnicity and language proficiency recorded in HCC.</li> <li>• Staff language proficiency survey results.</li> <li>• “Interpreter Needed” alert in EHR as well as accounting of payment to interpretive service vendors.</li> <li>• Spanish versions of most common forms and signage.</li> </ul> |
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**ATTACHMENT N**

**PROGRAM BUDGET AND ALLOCATION PLAN**

**DAP Health  
Ryan White Part B  
Food Services  
Budget Period 4/1/2026 - 3/31/2027**

|                 |                          |                       | <b>Program Cost</b> | <b>Direct Costs</b> | <b>Program Total</b> |
|-----------------|--------------------------|-----------------------|---------------------|---------------------|----------------------|
| <b>Supplies</b> |                          |                       |                     |                     |                      |
|                 | Food Vouchers/Assistance |                       | \$ 17,476           | \$ 17,476           | \$ 17,476            |
|                 |                          | <b>Supplies Total</b> | \$ 17,476           | \$ 17,476           | \$ 17,476            |
|                 |                          |                       |                     |                     |                      |
|                 | Direct                   |                       | \$ 17,476           | \$ 17,476           | \$ 17,476            |
|                 |                          |                       |                     |                     |                      |
| <b>\$</b>       |                          |                       | \$ 17,476           | \$ 17,476           | \$ 17,476            |
| <b>%</b>        |                          |                       | 100%                | 100%                | 100%                 |

**DAP Health  
 Ryan White Part B  
 Medical Transportation Services  
 Budget Period 4/1/2026 - 3/31/2027**

|                 |                         | Program Cost    | Direct Costs    |                 | Program Total |
|-----------------|-------------------------|-----------------|-----------------|-----------------|---------------|
| <b>Supplies</b> | Transportation Vouchers | \$ 5,826        | \$ 5,826        | \$ 5,826        | 5,826         |
|                 | <b>Supplies Total</b>   | <b>\$ 5,826</b> | <b>\$ 5,826</b> | <b>\$ 5,826</b> | <b>5,826</b>  |
|                 | <br>Direct              | <br>\$ 5,826    | <br>\$ 5,826    | <br>\$ 5,826    | <br>5,826     |
| <b>\$</b>       |                         | <b>\$ 5,826</b> | <b>\$ 5,826</b> | <b>\$ 5,826</b> | <b>5,826</b>  |
| <b>%</b>        |                         | 100%            | 100%            | 100%            |               |