

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number**

20-1068 A-3

SAP Number

4400015584

Department of Public Health

Department Contract Representative
Telephone Number

Lisa Ordaz, HS Contracts
 (909) 388-0222

Contractor
Contractor Representative
Telephone Number
Contract Term
Original Contract Amount
Amendment Amount
Total Contract Amount
Cost Center

Foothill AIDS Project
 Maritza Tona
 (909) 482-2066
 10/28/2020 through 02/28/2023
 \$1,447,297
 (\$ 465,303)
 \$ 981,994
 9300371000

IT IS HEREBY AGREED AS FOLLOWS:**AMENDMENT NO. 3**

It is hereby agreed to amend Contract No. 20-1068, effective November 15, 2022, as follows:

SECTION V. FISCAL PROVISIONS

Paragraph A is amended to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$981,994, of which \$981,994 may be federally funded, and shall be subject to availability of funds to the County. If the funding source notifies the County that such funding is terminated or reduced, the County shall determine whether this Contract will be terminated or the County's maximum obligation reduced. The County will notify the Contractor in writing of its determination and of any change in funding amounts. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel and per diem.

Original Contract	\$ 304,323	October 28, 2020 through February 28, 2022
Amendment No. 1	\$ 134,503	increase March 1, 2021 through February 28, 2022
Amendment No. 1	\$1,008,471	March 1, 2022 through February 28, 2025
Amendment No. 2	\$ 0	

Amendment No. 3 (\$465,303) decrease March 1, 2022 through February 28, 2025

It is further broken down by Program Year as follows:

Program Year	Dollar Amount
October 28, 2020 through February 28, 2021	\$102,669
March 1, 2021 through February 28, 2022	\$400,267
March 1, 2022 through February 28, 2023	\$479,058*
March 1, 2023 through February 29, 2024	\$0**
March 1, 2024 through February 28, 2025	\$0**
Total	\$981,994

*This amount includes an increase of \$142,901. **No funding for remaining two years.

SECTION VI. RIGHT TO MONITOR AND AUDIT

Amend Paragraph I to read as follows:

- I. County is required to identify the Contractor Unique Entity Identification (UEI) number, as known in the federal System for Award Management (SAM), and Federal Award Identification Number (FAIN) in all County contracts that include federal funds or pass through of federal funds. This information is required in order for the County to remain in compliance with Title 2 CFR Section 200.331, and remain eligible to receive federal funding. The Contractor shall provide the Contractor name as registered in SAM, as well as the UEI number to be included in this Contract. Related FAIN will be included in this Contract by the County.

Contractor Name as registered in SAM	Foothill AIDS Project
UEI	JQW8EDJK7CX4
FAIN	UT833958

SECTION VIII. TERM

Amend Section VIII to read as follows:

This Contract is effective as of October 28, 2020, and is hereby changed from its amended expiration date of February 28, 2025, to expire on February 28, 2023, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

ATTACHMENTS

ATTACHMENT A1 – Remove and replace SCOPE OF WORK – ENDING THE HIV EPIDEMIC for Program Year 2022-23

ATTACHMENT H1 – Remove and replace PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2022-23

ATTACHMENT H2 – Delete PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2023-24

ATTACHMENT H3 – Delete PROGRAM BUDGET AND ALLOCATION PLAN for Program Year 2024-25

All other terms and conditions of Contract No. 20-1068 remains in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

SAN BERNARDINO COUNTY


► 

Curt Hagman, Chairman, Board of Supervisors

Dated:

NOV 15 2022

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

By  Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By



Deputy

Foothill AIDS Project

(Print or type name of corporation, company, contractor, etc.)

By

► 

(Authorized signature - sign in blue ink)

Name Maritza Tona

(Print or type name of person signing contract)

Title Executive Director

(Print or Type)

Dated:

November 2, 2022

Address

678 S. Indian Hill Blvd., Suite 220

Claremont, CA 91711

FOR COUNTY USE ONLY

Approved/As to Legal Form

► 

Adam Ebricht, County Counsel

Date November 3, 2022

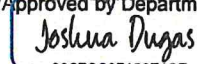
Reviewed/As to Contract Compliance

► 

Patty Steven, HS Contracts

Date November 3, 2022

Reviewed/As to Department

► 

Joshua Dugas, Director

Date November 3, 2022

SCOPE OF WORK – Ending the HIV Epidemic: A Plan for America

USE A SEPARATE SCOPE OF WORK FOR EACH PROPOSED SERVICE CATEGORY

Contract Number:	<i>Leave Blank</i>
Contractor:	Foothill AIDS Project
Grant Period:	March 1, 2022 – February 28, 2023
Service Category:	Pillar 2- Early Intervention Services (Outreach and Linkage Coordination)
Service Goal:	To provide Linkage to Care Coordination to Persons Living with HIV from the targeted population identified via social media outreach, HIV testing services and other community collaborators
Service Health Outcomes:	Link newly diagnosed HIV+ in medical care in 30 days or less Improve retention in care (at least 1 medical visit in each 6-month period) Improve viral suppression rate

	SA1 West Riv	SA2 Mid Riv	SA3 East Riv	SA4 San B West	SA5 B East	SA6 San B Desert	FY 22/23 TOTAL
Proposed Number of Clients	50	10	0	20	60	10	150
Proposed Number of Visits = Regardless of number of transactions or number of units	600	120	0	240	720	120	1800
Proposed Number of Units = Transactions or 15 min encounters (See Attachment P)	2580	420	0	720	1920	360	6000

PLANNED SERVICE DELIVERY AND IMPLEMENTATION		SERVICE AREA		TIMELINE	PROCESS OUTCOMES
ACTIVITIES:					
Element #1: Social Media Engagement and Outreach to target populations. Activities: <ul style="list-style-type: none"> • Increase website utilization and social media following among target at-risk populations. • Conduct a social media campaign with locally developed Creatives. • Promote support services, outreach services, community of care, and HIV-related resources on website and social media platforms to link undiagnosed, newly diagnosed and those who have fallen out of care. • Link at-risk populations from social media and website inquiries 		1,2,4,5,6		03/01/22-02/28/23	<ul style="list-style-type: none"> • Establish 5 partnerships with community-based organizations. Partnerships include a commitment to do one or more of the following: <ul style="list-style-type: none"> ○ Share or utilize FAP's social media content. ○ Promote FAP services to current and new clients. ○ Direct current and new clients to FAP's website and encourage following FAP's social media platforms. • Increase social media following on all platforms by 15% resulting in a total following of 5,000 people across social media platforms. • Social media posts generate at least 350 impressions (actual views of post) across all social media platforms every month. • To plan, set-up/manage, and optimize a grantee-approved social media campaign to promote awareness of services supporting linking newly diagnosed or out of care PLWH to care services to reach: <ul style="list-style-type: none"> ○ Impressions: 989,997 (number of times ad shown) ○ Clicks: 15,310

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			<ul style="list-style-type: none"> ○ Leads: 81 (intake form fills) ● Linkage to Care staff will link 30 new clients to care. New clients will be generated via social media or website requests resulting from utilization of landing page. ● Social Media Engagement and Outreach Coordinator will track social media and website analytics monthly to ensure target audience is being reached. ● Contracted consulting marketing group will provide four monthly reports and one recap report at the end of the campaign January 2023. ● New inquiries will be referred to Linkage Coordination within 2 days of receiving inquiry.
<p>Element #2:</p> <p>Linkage to Care Coordination to 150 Person Living with HIV (PLWH) of whom 100 will be MSM PLWH.</p> <p>Activities:</p> <p>Identify and problem-solve barriers to care for engagement and retention in care from a strength-based perspective:</p> <ul style="list-style-type: none"> ● Utilize navigation support to reconnect those who have fallen out of care ● Link newly diagnosed to care and rapid ART initiation ● Provide strengths-based linkage follow-up. 	1,2,4,5,6	03/01/22-02/28/23	<p>Client file will evidence intake activities including screening for eligibility. Client file will document HIV status, residence. No financial eligibility is required.</p> <p>Client file will evidence assessment of linkage support needs, linkage plan, and contact with clients.</p> <p>Client file will contain Consent for Services, ARIES consent updated every three years, HIPAA Notification and Partner Services Acknowledgement form and other required consent forms.</p>

Linkage to Care staff will utilize the evidenced-based intervention ARTAS and Wellness Coaching approach			Contact with clients will be documented in ARIES. CD4 and Viral Load data will be entered in ARIES.
Element 3 <ul style="list-style-type: none"> • Outreach to Community of Care focusing on LGBTQ providers. <ul style="list-style-type: none"> ○ Promote availability of continuum of care, HIV-related community resources to link newly diagnosed and out-of-care PLWH. 	1,2,4,5,6	03/01/22-02/28/23	Establish 5 partnerships with community organizations or services targeting the LGBTQ community. Encounters with community members will be documented in ARIES under the ARIES Anonymous Encounter module in ARIES and on outreach logs.
Services are provided based on established C&L Competency Standards	1,2,4,5,6	03/01/22-02/28/23	Staff education on FAP cultural competency plan as well as on other cultural competency topics is tracked and documented in agency Training Binder. Staff providing direct services to clients should be culturally and linguistically competent, aware and appreciative of the needs of PLWH.
			Client file will document preferred language as well as any other pertinent information to provide culturally and linguistically competent services.
Maintain update, quantifiable, required documentation to accommodate reporting and evaluation.	1,2,4,5,6	03/01/22-02/28/23	Linkage referrals and their outcome are documented in ARIES. Outreach activities along with referrals are documented and entered in the ARIES Anonymous Contact dashboard (ACE). Clinical Quality Management (CQM)Liaison will track health outcomes (viral load and CD4 as well

ATTACHMENT A1

			<p>as access to medical care services to capture engagement and retention. QM liaison will ensure client meet eligibility requirements and any other standard deemed appropriate to delivery. CQM Liaison will be also be tasked with assisting the implementation of the Clinical Quality Management activities such as convening client advisory group among others.</p> <p>CQM Liaison will track Interest in Care as the ratio of individuals contacted as a result of media posting and campaign and Linked to Care as the ratio of individuals successfully contacted from the total number of individuals contacted. CQM Liaison will ensure data quality to submit required reports.</p> <p>Program staff will participate in CQM activities and compile reports per contract requirements.</p>
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RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN
Fiscal Year March 1, 2022 – February 28, 2023

AGENCY NAME: Foothill AIDS Project
AGENCY NAME: Foothill AIDS Project

SERVICE: EHE - Early Intervention Services
SERVICE: Ending the HIV Epidemic Budget

	A	B	C
Budget Category	Non RW Part A Funds	RW Part A Cost	Total Cost
Personnel			
Linkage to Care Case Manager Per Year Allocated Z. Martinez x 1.00 FTE = \$ 52,000 100% Bilingual. Support the connection of individuals living with HIV to a variety of health and social services to include medical, financial, psychosocial, private and public benefits, and other supportive services and to ensure linkage outcomes and viral load suppression are captured.	\$0.00	\$52,000.00	\$52,000.00
Linkage to Care Case Manager Per Year Allocated TBH B. Traylor x 1.00 FTE \$ 52,000 100% Bilingual. (6 months) Support the connection of individuals living with HIV to a variety of health and social services to include medical, financial, psychosocial, private and public benefits, and other supportive services and to ensure linkage outcomes and viral load suppression are captured.	\$0.00	\$52,000.00	\$52,000.00
Social Media Outreach Coordinator Per Year Allocated C. Lopez x 1.00 FTE = \$ 54,080 100% Bilingual. Update website content and user navigation. Increase agency's social media following, partner with community or county-based organizations, healthcare providers, and testing sites. These partners will repost or utilize HIV-related content from FAP as well as refer at-risk populations to the FAP's website and/or social media. Metrics will be used to ensure 75% of content is reaching at-risk populations and messaging is culturally competent.	\$0.00	\$54,080.00	\$54,080.00
Director of Programs Per Year Allocated M. Francois x 1.00 FTE = \$102,518 30%	\$0.00	\$30,755.40	\$30,755.40

Counseling individuals with respect to HIV/AIDS; referrals; ensuring individuals who are out of care/unaware of their HIV positive status are identified of their status, referred into care, and linked to care. Collaborate with Medical Case Manager, to ensure timely access to medical and supportive services. Responsible for identifying community partners that provide services to populations that may have less access to care such as i.e. prisons, homeless shelters, etc. Facilitate services to clients with multiple barriers and complex issues. Salary is split between multiply other RW Service Categories not related to this service category.			
Total Fringe Benefits at a rate of: 22.0%	\$0.00	\$41,543.79	\$41,543.79
TOTAL PERSONNEL	\$0.00	\$230,379.19	\$230,379.19
Other (Other items related to service provision such as supplies, rent, utilities, depreciation, maintenance, telephone, travel, computer, equipment, etc. can be added below)			
Office Supplies: Cost of office supplies necessary to the program such PPEs, disinfectant products, classification folders, copy paper, files, desk, etc. \$3,399.00 Based on prior year expenses and FTE allocation, estimated cost per year of:	\$0.00	\$3,399.00	\$3,399.00
Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific supplies for outreach contraception items; condoms, safe sex pamphlets and anatomical correct doll(s) for sexual education. Based on prior year expenses and FTE allocation, estimated cost per year of: \$4,167.00	\$0.00	\$4,167.00	\$4,167.00
Printing/Duplication: Cost of printing and duplication services associated with the contract such as printing of appointment cards for clients, program materials, and other handouts to be given out to clients. Based on prior year direct expenditures and/or FTE, estimated cost per year of: \$1,335.00	\$0.00	\$1,335.00	\$1,335.00
Training: Cost to provide staff with essential skills needed to have engaging and influential conversations with clients and co-workers. The course includes six videos (50-60 minutes each) which explore the cultivation of connection, autonomy, self-compassion, positivity, motivation and confidence designed to assist in overall wellness approach to working with client who are out of care, HIPAA, Social Service Wellness Screening. Based on prior year expenditures and FTE allocation, estimated cost: estimated cost of: \$2,300.00	\$0.00	\$2,300.00	\$2,300.00

<u>Equipment Lease/Purchase/Maintenance:</u> Cost of equipment lease for copy machines (inclusive of number of copies allowed per month). And if applicable, cost of purchasing desktops, laptops, iPad and/or printers for staff use on RW services. Based on prior year expenditures and FTE allocation, estimated cost of:	\$4,300.00	\$0.00	\$4,300.00	\$4,300.00
<u>Telephone/Communications:</u> Direct cost of telephone and communication expenses. This includes conducting client follow ups when clients miss appointments and conducting crisis intervention when needed; internet and text messaging system used to remind clients of appointments/groups, and other announcements. And if applicable, cell phone. Total cost estimated cost per year:	\$4,800.00	\$0.00	\$4,800.00	\$4,800.00
<u>Staff Mileage:</u> Mileage reimbursement for program staff when conducting home-visits, accompanying clients to public benefit offices, etc. At an estimated cost per year:	\$1,564.01	\$0.00	\$1,564.01	\$1,564.01
<u>Postage:</u> Mail appointment reminder cards, referrals and/or certification eligibility and postage meters.	\$55.20	\$0.00	\$55.20	\$55.20
<u>PC Software:</u> Analytic tools (Google analytics- free; Hootesuite for social media scheduling and/or certification eligibility and postage meters.	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00
<u>Social Media / Digital:</u> Responsible for maintaining and updating the Foothills AIDS Project website. This includes updating the website with an inquiry form, upcoming events, testimonials, recommendations from current staff or clients and securing the website to include a "U=U" digital campaign. Contract with Water and Stone to run the campaign creative focusing on MSM engagement in services via the website.	\$98,509.00	\$0.00	\$98,509.00	\$98,509.00
<u>Web Site Host:</u> Web pages designed to meet all functionality requirements need to successfully support EHE grant activities including reporting metrics data (awareness, engagement, conversion) and google search engine optimization. Page maintenance including: creation of additional pages and subpages as needed; 24/7 technical support; and communication with designer for site specifications	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00

Advertisement (Social Media Ads): Focus on MSM enrollment to include success metrics by goals i.e. Awareness to develop conversion outcomes. Marketing 5 websites, popular dating sites or social media platforms (ex. Grindr, Scruff, paid promotions on Instagram) targeting the 6 at-risk demographics.	\$19,273.00	\$0.00	\$19,273.00	\$19,273.00
Evaluation: Develop processes and indicators to monitor change resulting from intervention, prepare reports to communicate results and identify changes to improve outcomes.	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00
Facility Rent: Cost of facility rent for office dedicated for RW services, based on prior year plus increased rates for current year, total cost estimated cost per year:	\$22,518.00	\$0.00	\$22,518.00	\$22,518.00
Total Other		\$0.00	\$175,220.21	\$175,220.21
SUBTOTAL (Total Personnel and Total Other)		\$0.00	\$405,599.40	\$405,599.40
Administration (limited to 10% of total service budget) Includes cost of administrative salaries for program administration such as Executive Director and Grants Manager. Cost of payroll services, professional and liability expenses, and other costs not allowed under direct program expenses (i.e. equipment maintenance, postage, conferences and trainings).		\$0.00	\$45,066.60	\$45,066.60
TOTAL BUDGET (Subtotal & Administration)		\$0.00	\$450,666.00	\$450,666.00

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: 6,000
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$75.11
(This is your agency's RW cost for care per unit)

²List Other Payers Associated with funding in Column A: HOPWA Programs

RYAN WHITE PART A/MAI PROGRAM BUDGET AND ALLOCATION PLAN
Fiscal Year March 1, 2022 – February 28, 2023

AGENCY NAME: Foothill AIDS
Project

SERVICE: EHE-CQM

	A	B	C
Budget Category	Non RW Part A Funds	RW Part A Cost	Total Cost
Personnel			
Quality Management			
Quality Management Liaison Per Year Allocated D. Castillo x 1.00 FTE \$ 50,000 47% 23% allocated to EIS, 30% allocated MAI) Liaison will track health outcomes (viral load and CD4 as well as access to medical care services to capture engagement and retention. QM liaison will ensure client meet eligibility requirements and any other standards deemed appropriate to delivery. Quality Management Liaison will be also be tasked with participating in the implementation of the Clinical Quality Management activities such as convening client advisory group among others, conducting satisfaction survey. Salary is split between multiply other RW Service Categories not related to this service category.	\$0.00	\$23,500.00	\$23,500.00
Total Fringe Benefits at a rate of: 20.817%	\$0.00	\$4,892.00	\$4,892.00
TOTAL PERSONNEL	\$0.00	\$28,392.00	\$28,392.00
Administration (limited to 10% of total service budget) Includes cost of administrative salaries for program administration such as Executive Director and Grants Manager. Cost of payroll services, professional and liability expenses, and other costs not allowed under direct program expenses (i.e. equipment maintenance, postage, conferences and trainings).	\$0.00	\$0.00	\$0.00
TOTAL BUDGET (Subtotal & Administration)	\$0.00	\$28,392.00	\$28,392.00

¹ Total Cost = Non-RW Cost (Other Payers) + RW Cost (A+B)

- Total Number of Ryan White Units to be Provided for this Service Category: N/A
- Total Ryan White Budget (Column B) Divided by Total RW Units to be Provided: \$0.00
(This is your agency's RW cost for care per unit)

² List Other Payers Associated with funding in Column A: HOPWA Programs