

FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]* 3/23/16
 DATE: GREGORY P. PRIAMOS

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

801



FROM: Department of Public Social Services (DPSS)

SUBMITTAL DATE:
 February 26, 2016

SUBJECT: Acceptance of grant funds and approval of Agreement #AS-03242 The Regents of the University of California, University of California Los Angeles (UCLA) to support the "Program for Improving Care for Aging Adults through Training and Education" (PICATE) for one year with the option to renew the agreement for two additional one-year periods, Districts All [\$56,638 total]; The Regents of the University of California, UCLA.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and authorize the Chairman of the Board to accept \$56,638 grant funds and sign the attached Agreement # AS-03242 with The Regents of the University of California, University of California Los Angeles (UCLA) for the period of July 1, 2015 through June 30, 2016 for an amount not to exceed \$56,638.
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding to: (a) exercise renewal options; (b) sign amendments that do not change the substantive terms of the agreement; (c) sign amendment to the compensation provisions that do not exceed 10% annually, as approved by County Counsel.

[Signature: Susan von Zabern]
 Susan von Zabern
 Director

sh

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 56,638	\$ 0.00	\$ 56,638	\$ 0.00	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

SOURCE OF FUNDS: The Regents of the University of California, UCLA – 100%
Budget Adjustment: No
For Fiscal Year: 15/16

C.E.O. RECOMMENDATION:
 APPROVE
 BY: *[Signature: Jennifer Sargent]*
 County Executive Office Signature Jennifer Sargent

MINUTES OF THE BOARD OF SUPERVISORS

Positions Added
 Change Order
 A-30
 4/5 Vote

Prev. Agn. Ref.: | **District:** All | **Agenda Number:**

3-10

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Acceptance of grant funds and approval of Agreement #AS-03242 The Regents of the University of California, University of California Los Angeles (UCLA) to support the "Program for Improving Care for Aging Adults through Training and Education" (PICATE) for one year with the option to renew the agreement for two additional one-year periods, Districts All [\$56,638 total]; [\$56,638 annually]; The Regents of the University of California, UCLA.

DATE: February 26, 2016

PAGE: Page 2 of 2

BACKGROUND:

Summary

DPSS will collaborate with the UCLA PICATE project to assist with the design and implementation of planned interprofessional training curriculum focused on interdisciplinary teamwork and communication, common geriatric conditions and team-based interprofessional competency training in cognitive and mobility issues for DPSS staff, partner health care plan staff, and In-Home Supportive Services providers.

Impact on Residents and Businesses

The training curriculum will provide interprofessional and issue-specific priority condition training curriculum to four cohorts of learners over the three year project. As a result of this training the PICATE project seeks to:

1. Improve health outcomes for older adults by redesigning the way primary care clinics screen for, manage and measure outcomes for two paradigm conditions of aging – cognition and mobility disorders – that have been identified through needs assessment to be high public health priorities for the underserved region of Riverside County.
2. Improve the in-home care of at-risk complex patients with diagnosed or undiagnosed Alzheimer's disease and dementia who receive In-Home Supportive Services.

SUPPLEMENTAL:

Contract History and Price Reasonableness

DPSS will receive \$56,638 in grant funding from The Regents of the University of California, University of California Los Angeles (UCLA) to support the "Program for Improving Care for Aging Adults through Training and Education" (PICATE) for one year with the option to renew the agreement for two additional one-year periods.

Additional Fiscal Information

The additional revenue was adjusted through the quarterly budget adjustment. Expenses for this agreement have been allocated in the FY 15/16 budget. No budget adjustment is necessary.

ATTACHMENTS (if needed, in this order):

- A. Agreement #AS-03242 The Regents of the University of California, Los Angeles (UCLA)

SvZ:ab

UCLA Subaward Number 1558 G TA255

This Cost-Reimbursement Subaward is by and between The Regents of the University of California (hereinafter referred to as "UCLA") and Riverside County Department of Public Social Services (hereinafter referred to as "Subrecipient");

WITNESSETH THAT:

WHEREAS, UCLA has received a Notice of Award regarding Cooperative Agreement No. U1QHP28725 (FAIN No. U1QHP28725; CFDA No. 93.969) from the Health Resources and Services Administration of the U.S. Department of Health and Human Services (Prime Sponsor) to conduct training for the project entitled, "*Program for Improving Care of Aging Adults through Training and Education (PICATE)*;" and

WHEREAS, UCLA desires to have the Subrecipient perform a certain portion of said work; and

WHEREAS, the Subrecipient has represented that it has the present ability to perform said work;

NOW THEREFORE, the parties hereto do hereby mutually agree as follows:

Article 1: Statement of Work

The Subrecipient shall provide all necessary and qualified personnel, equipment, material and facilities to accomplish the programmatic and technical activities applicable to the Subrecipient as set forth in Attachment A - Statement of Work, attached hereto and incorporated by reference herein.

Article 2: Key Personnel and Performance

The Subrecipient Principal Investigator (PI) is considered key personnel and essential to the work conducted under this Subaward. The Subrecipient will make reasonable efforts in performing the work under this Subaward and services will be rendered at a level commensurate with professional standards acceptable in the discipline and within the scope of the project.

UCLA PI:	Zaldy Tan
Subrecipient PI:	Lisa Shiner

Article 3: Period of Performance

The period of performance under this Subaward shall commence on July 1, 2015 and terminate June 30, 2016.

Article 4: Limitation of Cost

Subject to the availability of funds from the Prime Sponsor, UCLA agrees to reimburse Subrecipient for allowable costs actually incurred during performance of the work under this Subaward in accordance with Attachment B – Budget and in an amount not to exceed \$56,638 for the budget period of July 1, 2015 through June 30, 2016. Subrecipient shall not be reimbursed for costs incurred in excess of the stated maximum amount payable without an executed amendment to this Subaward. Subrecipient shall notify UCLA's Principal Investigator at a time it anticipates that, within 60 days, funding will be insufficient to accomplish the purposes of this Subaward. Contingent upon the progress of the project and the availability of funds from the Prime Sponsor, it is anticipated that this Subaward will be funded for an additional two years.

Article 5: Invoicing and Payment

Subrecipient may submit invoices to UCLA not less frequently than quarterly nor more frequently than monthly. All invoices shall be submitted in a format similar to the sample invoice appended hereto as Attachment C. At a minimum, invoices must include the UCLA Subaward Number, the UCLA Full Accounting Unit (FAU) Number 4-401336-ZT-29797, identify the period for which reimbursement is being requested, itemize current and cumulative costs by budget category in accordance with the Subrecipient's approved budget appended hereto as Attachment B, and be signed by an authorized representative of the Subrecipient certifying that the expenditures claimed represent actual expenses for the work performed under this Subaward. UCLA shall reimburse Subrecipient upon receipt of an acceptable invoice. A final invoice and statement of costs incurred, marked "FINAL," must be submitted on or before the schedule in Article 6.

Invoices shall be submitted as follows:

Endy Lopez
 UCLA David Geffen School of Medicine, Division of Geriatrics
 10945 Le Conte Ave., Suite 2339
 Los Angeles, CA 90095-1687
Contact:
 Phone: 310-206-3327
 EndyLopez@mednet.ucla.edu

Article 6: Reporting Requirements

- A) *Fiscal*: Subrecipient shall submit invoices in accordance with Article 5 and final statement of expenditures no later than forty five (45) days after expiration or termination of the Subaward as noted in Article 3.
- B) *Technical*: Subrecipient shall submit to the UCLA Principal Investigator semi-annual progress reports on January 1st and June 1st of each period in Article 4 if non-competitive continuation of funding is expected.

Subrecipient shall submit to the UCLA Principal Investigator the final progress report not later than forty five (45) days after the final period of performance in Article 3.

- C) *FCOI*: If an FCOI has been identified and reported to the UCLA Authorized Representative by Subrecipient per Article 23, then the Subrecipient must submit a report on the status of the FCOI and any changes to the management plan to the UCLA Authorized Representative, as stated in Article 24, at the same time that the Subrecipient's Article 6.B report(s) are sent to the UCLA Principal Investigator.
- D) *Invention*: In accordance with 37 CFR, Part 401.14 and/or 35 U.S.C. 203, whichever is appropriate and applicable, Subrecipient shall notify the UCLA Authorized Representative within two months after Subrecipient's inventor discloses invention(s) in writing to Subrecipient's personnel responsible for patent matters.

Subrecipient shall submit to the UCLA Authorized Representative a final patent report on form HHS 568 not later than forty five (45) days after the final period of performance in Article 3.

- E) *Audit*: Subrecipient shall submit to the UCLA Authorized Representative a statement similar to the one included in Attachment D per Article 16.B at least seventy- five (75) days prior to the end of each period in Article 4 if non-competitive continuation of funding is expected.
- F) *Other*: Any additional report(s) required by this Subaward shall be due within thirty (30) days of the date of formal request.

Article 7: Prior Approvals

The administrative requirements for prior approvals will be governed by the Prime Notice of Award regarding Cooperative Agreement No. U1QHP28725, appended hereto in Attachment F, including the Health and Human Services (HHS) Grants Policy Statement, except any prior approvals are to be sought from UCLA and not the Prime Sponsor. In addition, any increase in the major budget categories – personnel, supplies, travel, and other expenses (as shown in Attachment B), carry forward of unexpended funds from one budget period to another (as shown in Article 4), any extensions without additional funds, change in key personnel and scope or objectives of the project require prior written, per Article 15, approval of UCLA. Requests for prior approvals must be submitted to both UCLA’s Authorized Representative and Principal Investigator/Technical Contact as shown in Article 24.

Article 8: Equipment

Purchase of equipment is not authorized under this Subaward.

Article 9: Protection of Research Subjects

If human or animal subjects are used in the conduct of the work performed under this Subaward, the Subrecipient’s protocol must be approved by the Subrecipient’s office for the protection of research subjects in accordance with federal regulations and submitted to UCLA’s Principal Investigator for forwarding and review by UCLA’s research subject protection committee.

Article 10: Use of Name:

Neither party will use the name of the other, either expressly or by implication, in any publicity or advertisement without the express written approval of the other party of this Subaward, with the exception that no prior approval is needed to acknowledge the other party's participation in and support of the work performed under this Subaward in scientific publications and other scientific communications, or in public records of its awards required by Prime Sponsor or law.

Article 11: Publication

Each publication, press release, or other document under this Subaward shall contain the acknowledgement and disclaimer language required by Prime Sponsor’s HHS Grants Policy Statement. For each publication that results from Subaward-supported activities, Subrecipient must include an acknowledgement of Prime Sponsor support using the following statements: “This project is/was supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) via a Subaward under grant number U1QHP28725 for the project: *“Program for Improving Care of Aging Adults through Training and Education (PICATE)* (specify total award amount and percentage financed with nongovernmental sources). This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by HRSA, HHS or the U.S. Government.”

Article 12: Copyright

The Subrecipient reserves the right to protect by copyright original works developed under this Subaward. All such copyrighted works will be in the name of the Subrecipient. The Subrecipient hereby grants to UCLA and the U.S. federal government an irrevocable, non-exclusive, worldwide, and royalty-free right and license to use, reproduce, prepare derivative works, distribute copies, and perform and display publicly any copyrighted material developed and/or delivered under this Subaward for the purpose of education or research and to authorize others to do so.

Article 13: Independent Contractor

In the performance of this Subaward, Subrecipient shall be deemed to be an independent contractor and, as such, no employees or staff of Subrecipient assigned to perform work under this Subaward shall be entitled to any benefits applicable to employees of UCLA.

Article 14: Assignment

Neither party shall assign, transfer or subcontract its rights, interest, or obligations hereunder without written consent of the other party and modification to this Subaward. Purchase of a controlling interest in either party by a third party shall be deemed an assignment.

Article 15: Modifications

The terms and conditions of this Subaward may be changed only by mutual agreement. Said modifications shall be in the form of a duly executed amendment to this Subaward.

Article 16: Audit

- A) All costs incurred in the performance of the work under this Subaward will be subject to audit by the Prime Sponsor and/or an Authorized Representative of UCLA. Upon written notice, Subrecipient agrees to provide auditors access to records necessary to support reported costs at Subrecipient's premises. Should any costs incurred by Subrecipient be disallowed by audit exception by the Prime Sponsor or UCLA in accordance with applicable cost principles, Subrecipient shall reimburse UCLA for said disallowed costs.

- B) Subrecipient shall provide annually to UCLA a statement similar to the one included in Attachment D. If the Subrecipient expends \$750,000 or more a year in federal funds, it shall comply with the requirements of Office of Management and 2 CFR Part 200 Uniform Guidance, incorporated herein by reference in Attachment F. If the Subrecipient expends \$750,000 or more a year in federal funds, Subrecipient shall certify in the required annual statement, similar to the one included in Attachment D, that the required audit has been performed and that no instances of noncompliance with federal laws and regulations which bear directly on the performance or administration of the Subaward were noted. In cases of noncompliance findings, Subrecipient will provide UCLA with a copy of its response to the findings and plan for corrective action. All records and reports prepared in accordance with the requirements of 2 CFR Part 200 Uniform Guidance shall be available for inspection by representatives of UCLA or Prime Sponsor during normal business hours.

Article 17: Record Retention

All pertinent records and books of accounts related to this Subaward shall be retained for a period of three (3) years after the expiration or termination of this Subaward. Records relating to any claim arising out of the performance of this Subaward, or costs and expenses to which exception has been taken as a result of audit and/or inspection shall be retained by the Subrecipient until such claim or audit exception has been resolved.

Article 18: Insurance

Subrecipient shall maintain at its expense, during the period of this Subaward, insurance acceptable to UCLA in terms as follows:

- A) Professional Liability:
 - i. Each Occurrence \$2,000,000
 - ii. General Aggregate (Bodily Injury, Property Damage) \$5,000,000

If such insurance is written on a claim made form, it shall continue for three years following termination of this Subaward. The insurance shall have a retroactive date of placement prior to or coinciding with the effective date of this Subaward.

- B) General liability:
 - i. Comprehensive or Commercial Form (Minimum Limits) Each Occurrence \$1,000,000
 - ii. Products, Completed Operations Aggregate \$5,000,000
 - iii. Personal and Advertising Injury \$1,000,000
 - iv. General Aggregate* \$5,000,000

*However, if such insurance is written on a commercial claims made form, following termination of this Subaward coverage shall survive for a period of not less than three (3) years. Coverage shall provide for a retroactive date of placement coinciding with the effective date of this Subaward.

- C) Business Automobile Liability (Minimum Limits) for owned, scheduled, non-owned or hired automobiles with combined single limit of not less than \$1,000,000 per occurrence.
- D) Workers' Compensation as required under California State law.

E) Subrecipient, upon execution of this Subaward, shall furnish UCLA with a certificate or certificates of insurance, signed by an Authorized Representative of Subrecipient's insurer(s) or of Subrecipient, if self-insured, evidencing compliance with the above requirements. It should be expressly understood, however, that the coverages and limits required above shall not in any way limit the liability of Subrecipient. Subrecipient's insurance policy/policies shall be primary. This provision, however, shall only apply in proportion and to the extent of Subrecipient's negligence. The Regents of the University of California shall be added to the policy or policies (Workers' Compensation excepted) as an Additional Insured, and a Severability of Interest Clause and a Cross Liability Clause shall extend to UCLA as an additional insured. This provision, however, shall only apply in proportion to and to the extent of the negligent acts or omissions of Subrecipient, its officers, agents, or employees. The insurance coverages evidenced by the Certificate(s) of Insurance shall not be modified, changed or canceled except after thirty (30) days prior written notice to UCLA.

Article 19: Indemnification

Each party shall protect, indemnify, and save the other harmless from and against any damage, cost or liability for any or all injuries to persons or property arising out of the performance of this Subaward but only in proportion to and to the extent such damage, cost or liability results from the negligence or willful misconduct of the indemnifying party, its officers, agents or employees.

Article 20: Termination

- A) This Subaward may be terminated without cause by either party hereto by giving written notice to the other party thirty (30) days in advance of a specified date of termination.
- B) This Subaward may be terminated for cause in the event that Subrecipient does not perform its obligations as specified under this Subaward or commits any breach of or default in any of the terms and conditions of this Subaward. If Subrecipient fails to remedy such non-performance, breach or default within thirty (30) days after receipt of written notice thereof, UCLA may at its option and in addition to other remedies which it may have at law or in equity, terminate this Subaward by sending notice of termination in writing to the Subrecipient. Such termination shall be effective as of the date of the Subrecipient's receipt of such notice.
- C) In the event the Prime Sponsor for any reason terminates its award to UCLA, then performance by Subrecipient may be terminated by UCLA at any time by written notice to Subrecipient.

In the event of termination, UCLA will reimburse Subrecipient for all allowable costs incurred and uncancellable obligations made up to and including the date of termination, provided such costs do not exceed the stated maximum amount payable.

Article 21: Certifications, Assurances and/or Regulations: By signing this Subaward, the Subrecipient has executed and shall comply with the certifications, assurances and regulations identified in Attachment E. If, during the performance period of this Subaward, the status of Subrecipient changes relative to any of these certifications or assurances, Subrecipient shall immediately notify UCLA and include an explanation of the changes.

Article 22: Administrative Requirements: This Subaward shall be administered in accordance with, and Subrecipient shall comply with the Administrative Requirements listed in Attachment F as applicable, which are incorporated herein by reference.

Article 23: PHS-Specific Requirements Promoting Objectivity in Research Applicable to Subrecipients (42 CFR Part 50 Subpart F): Subrecipient must have its own financial conflicts of interest policy, and by execution of this Subaward Subrecipient Institution certifies that its policy complies with 42 CFR Part 50.

- A) Subrecipient is responsible for collecting disclosures of Significant Financial Interests (SFI) (as defined within 42 CFR Part 50 Subpart F) from each Investigator. Investigators who are participating in the project should update their disclosures within 30 days of acquiring or discovering a new SFI during the course of the Subaward, or at least annually. Investigators who are new to an ongoing project must complete an SFI disclosure within 30 days of joining the project.
- B) Subrecipient must review each disclosure to determine if the SFI disclosed is related to the proposed research activity. An SFI is related to the research if it could be affected by the proposed research or is in an entity whose financial interests could be affected by the research. If an SFI is "related" to the proposed research and if it reasonably appears to directly and significantly affect the design, conduct, or reporting of the research, a financial conflict of interest (FCOI) will be deemed to exist. Subrecipient is required to manage any FCOI identified.

- C) Subrecipient shall notify UCLA Authorized Representative, per Article 24, of any FCOI identified and of Subrecipient's ability to manage the identified conflict. Such report shall be made by Subrecipient to UCLA Authorized Representative before expenditure of any funds authorized in this Subaward and within 45 days of any subsequently identified FCOI. Any identified FCOI will subsequently be reported to NIH by UCLA. **If an FCOI has been identified and reported to UCLA, Subrecipient must submit a report on the status of the FCOI and any changes to the management plan to the UCLA Authorized Representative at the same time that the Subrecipient's progress report(s) is sent to the UCLA Principal Investigator per Article 6.**

- D) Prior to beginning work on this research activity, all Investigators shall complete a training course on the 2011 Public Health Service (PHS) regulations on Objectivity in Research. That course is to be completed at least once every four (4) years or more frequently as determined by the Subrecipient organization. Subrecipient must maintain records relating to all SFI disclosures, reviews, and actions for at least three (3) years from the date of final payment.

- E) Failure by an individual to file a complete and truthful disclosure statement or failure to comply with a plan put in place to manage an FCOI shall be handled under Subrecipient's policies for sanctions and discipline. Subrecipient's failure to comply with these requirements may be considered a breach of contract. It may also cause UCLA to require the Subrecipient to undertake a retrospective review designed to determine if the ongoing PHS Research activity was biased in its design, conduct or reporting.

Article 24: Administrative and Technical Contacts: The following individuals shall serve as contacts for communications regarding this Subaward:

Technical For Subrecipient

Name:
Address:

Phone:
Email:

Technical For UCLA

Zaldy Tan
UCLA Medicine-Geriatrics
BOX 951687, 2339 PVUB
Los Angeles, CA 90095-1687

310-825-8253
ztan@mednet.ucla.edu

Authorized Representative For Subrecipient

Name:
Address:

Phone:
Email:

Authorized Representative For UCLA

Mary Haskins
UCLA Office of Contract & Grant Administration
11000 Kinross Ave., Suite 211
Los Angeles, CA 90095

310-794-0622
mhaskins@research.ucla.edu

This award is under the Federal Funding Accountability and Transparency Act (FFATA)

In witness whereof, the parties hereto have executed this Subaward as of the day and year written.

Riverside County Department of
Public Social Services

The Regents of the University of California

By: _____
Authorized Signature
John J. Benoit
Chairperson, Board of
Supervisors

By: _____
Authorized Signature
Mary Haskins
Sr. Subaward Analyst
mhaskins@research.ucla.edu

Date: _____

Date: _____

FORM APPROVED COUNTY COUNSEL
BY: Eric Stopher DATE 2/19/16

Attachment A - Statement of Work

See Attached

Riverside County Department of Public Social Services (RCDPSS)

Scope of Work

RCDPSS will collaborate with the UCLA PICATE project to assist with the design and implementation of planned interprofessional training curriculum focused on interdisciplinary teamwork and communication, common geriatric conditions and team-based interprofessional competency training in cognitive and mobility issues for DPSS staff, partner health care plan staff, and In-Home Supportive Services Providers. The training curriculum will provide interprofessional and issue-specific priority condition training to four cohorts of learners over the three year project. Lisa Shiner will serve as Co-Project Director for the PICATE Project at RCDPSS and will lead training efforts at the DPSS and serve as a member of the PICATE Executive Committee, participate in monthly conference calls, lead the recruitment and scheduling of trainers and participants for the proposed training and activities, serve as faculty upon request, provide feedback on all program activities, and support program evaluation activities for all DPSS training offerings. Ms. Shiner will oversee the fiscal management of the DPSS subgrant and assure that expenses are spent appropriately per the budget.

Attachment B – Budget

See Attached

DPSS Agreement #AS-03242
 UCLA GWEP
 Riverside County Department of Public Social Services
 YEAR 1: 7/1/2015 - 6/30/2016

FACULTY							
<u>Name</u>	<u>Role</u>	<u>Base</u>	<u>Effort %</u>	<u>Salary</u>	<u>FB (%)</u>	<u>FB(\$)</u>	<u>Total</u>
Lisa Shiner	Deputy Director, Adult Services; Project Lead (Contributed)	\$ 157,136	5%	\$7,857	45%	\$3,536	\$11,392
Subtotal Faculty		\$157,136	5%	\$7,857		\$3,536	\$11,392
PERSONNEL							
<u>Name</u>	<u>Role</u>	<u>Base</u>	<u>Effort %</u>	<u>Salary</u>	<u>FB (%)</u>	<u>FB(\$)</u>	<u>Total</u>
Catherine Farrokhi	Research Specialist II	\$85,000	40%	\$34,000	45%	\$15,300	\$49,300
Subtotal Personnel		\$85,000	40%	\$34,000		\$15,300	\$49,300
SUPPLIES							
Office Supplies							
General Office Supplies		\$20	12				\$240
Interprofessional Team Trainings							
Printed Marketing Materials	Cohort 1 & TOT	\$2.50	300	1			\$750
Room Rentals	Cohort 1 & TOT	\$200	4	1			\$800
Subtotal Supplies							\$1,790
TRAVEL							
Local Travel - Planning Meetings							
Hotel		\$10.00		3			
Hotel		\$150	2	1	3	\$900	
Per diem		\$50	2	1	2	\$200	
Ground Transportation (Mileage)		\$0.575	2	220	1	\$253	
Subtotal Travel							\$1,353
TOTAL DIRECT COSTS							\$52,443
F&A Base							\$52,443
F&A @ 8%							8.0% \$4,195
TOTAL COSTS							\$56,638

Riverside County Department of Public Social Services (RCDPSS)

RCDPSS will collaborate with the UCLA PICATE project to assist with the design and implementation of planned interprofessional training curriculum focused on interdisciplinary teamwork and communication, common geriatric conditions and team-based interprofessional competency training in cognitive and mobility issues for DPSS staff, partner health care plan staff, and In-Home Supportive Services Providers. The training curriculum will provide interprofessional and issue-specific priority condition training to four cohorts of learners over the three year project. Lisa Shiner will serve as Co-Project Director for the PICATE Project at RCDPSS and will lead training efforts at the DPSS and serve as a member of the PICATE Executive Committee, participate in monthly conference calls, lead the recruitment and scheduling of trainers and participants for the proposed training and activities, serve as faculty upon request, provide feedback on all program activities, and support program evaluation activities for all DPSS training offerings. Ms. Shiner will oversee the fiscal management of the DPSS subcontract and assure that expenses are spent appropriately per the budget.

PERSONNEL:

Name	Title	% FTE	Annual Salary	Amount Requested
Faculty				
Lisa Shiner	Co-Project Director; Contributed	5%	\$157,136	\$0
Other Personnel				
Catherine Farrokhi	Research Specialist II	40%	\$85,000	\$34,000

FRINGE BENEFITS:

Name	Title	% Fringe Benefit	Amount Requested
Faculty			
Lisa Shiner	Co-Project Director; Contributed	45%	\$0
Other Personnel			
Catherine Farrokhi	Research Specialist II	45%	\$15,300

TRAVEL: Meeting travel expenses at **\$1,353 (Yrs 1-3)**, are requested for travel for Ms. Shiner & Catherine Farrokhi to attend UCLA trainings/planning meetings for hotel at \$150/room x 2 people x 3 trips = **\$900**; per diem of \$50/day x 2 people x 2 trips = **\$200**; and mileage at 0.575/mile x 2 cars x 220 miles RT = **\$253**.

SUPPLIES: Office supplies requested for **\$240 (Yrs 1-3)** include: phone, fax and photocopying charges at \$20/month x 12 months, **\$240**. Educational training materials of **\$1,550** is requested for **DPSS County Interprofessional Team Training Series and the Training of the Trainer (TOT) Master Training (Yr 1, Cohort 1)** printed marketing materials at \$2.50/item x 150 mailings x 2 trainings = **\$750**; county facility room rental at \$200 x 4 training days = **\$800**.

RCDPSS BUDGET SUMMARY YEAR 1	
Personnel Costs	\$34,000
Fringe Benefits	\$15,300
Travel Costs	\$1,353
Supplies	\$1,790
Total Direct Costs	\$52,443
Indirect Costs at 8%	\$4,195
TOTAL COSTS	\$56,638

RCDPSS Year 2 & Year 3

SUPPLIES: Educational training materials of **\$11,250** is requested for **DPSS County Interprofessional Team Training Series (Yr 2, Cohorts 2-3)** printed marketing materials at \$2.50/item x 300 mailings x 2 cohorts = **\$1,500**; county facility room rentals at \$200 x 6 training days = **\$1,200**; audio visual rentals at \$100 x 6 training days = **\$600**; program materials at \$25/person x 50 trainees x 6 trainings = **\$7,500**; faculty program materials at \$5 x 15 faculty x 6 trainings = **\$450**. For **Year 3, Cohort 4**, materials are requested at **\$5,850** for printed marketing materials at \$2.50/item x 300 mailings x 1 cohort = **\$750**; county facility room rentals at \$200 x 3 training days = **\$600**; audio visual rentals at \$100 x 3 training days = **\$300**; program materials at \$25/person x 50 trainees x 3 trainings = **\$3,750**; faculty program materials at \$10 x 15 faculty x 3 trainings = **\$450**.

Attachment C – Sample Invoice Format

SUBMIT INVOICE TO:

Endy Lopez
 UCLA David Geffen School of Medicine, Division of Geriatrics
 10945 Le Conte Ave., Suite 2339
 Los Angeles, CA 90095-1687

Project Title: “Program for Improving Care of Aging Adults through Training and Education (PICATE)”
 UCLA Subaward Number: 1558 G TA255
 UCLA FAU: 4-401336-ZT-29797
 UCLA Principal Investigator: Dr. Zaldy Tan

SUBRECIPIENT

XYX UNIVERSITY
 123 College Drive
 Anytown, CA 91111

Invoice Date:
 Invoice No.:

Contact Name:
 Contact Telephone/Email:

Period of Performance:

Billing Period:

*Subrecipient costs must be identified on each invoice by categorical line item in accordance with the approved budget.

	Budget	Cumulative Costs	Current Costs
Salaries and Wages			
Fringe Benefits			
Materials and Supplies			
Travel – Domestic			
Travel – Foreign			
Other			
Equipment			
Subawards			
Cost Sharing			
Program Income			
Indirect Cost: Rate% of Base			
TOTAL	\$ _____	\$ _____	\$ _____

Amount of payment requested \$ _____

As an authorized representative of the organization, I certify that all expenditures reported (or payments requested) for cost incurred are for appropriate purposes and in accordance with the agreements set forth in the application and award documents.

 Authorized Signature (e.g. Financial Controller)
 (Name and Title)

 Date

 UCLA Principal Investigator Signature of Approval

 Date

Attachment D – Subrecipient Uniform Guidance Audit Certification

The undersigned, being an authorized financial officer of the referenced Subrecipient, hereby certifies that:

_____ The Subrecipient’s total Federal expenditures for fiscal year ending _____ do not exceed \$750,000.00. The Subrecipient is exempt from Federal Audit requirements for the Subaward period of performance.

_____ The Subrecipient has had a Uniform Guidance compliance audit for fiscal year ending _____ and has not been informed of any instances of non-compliance with federal laws and regulations that have a direct bearing on this Subaward. A copy of the Subrecipient’s written notification as promulgated in Section C: Subpart F, Parts 200.501 - 200.521, Audit Requirements of the Uniform Guidance, is attached or is available at the following website address: _____.

_____ The Subrecipient has had a Uniform Guidance compliance audit for fiscal year ending _____ and has been informed of instances of non-compliance with federal laws and regulations that have a direct bearing on this Subaward. Copies of the Subrecipient’s written notification and reporting package as promulgated in Section C: Subpart F, Parts 200.501 - 200.521, Audit Requirements of the Uniform Guidance, is attached.

_____ The Subrecipient has not yet completed the Uniform Guidance compliance audit for fiscal year ending _____. The audit is to be completed by _____. A copy of the Subrecipient’s written notification and, if applicable, the reporting package or website containing the information will be forwarded to UCLA when available.

Signature of Authorized Representative

Date

Printed Name and Title

Attachment E - Compliance Requirements

Civil Rights. Compliance with Title VI of the Civil Rights Act of 1964.

Handicapped Individuals. Compliance with Section 504 of the Rehabilitation Act of 1973 as amended.

Sex Discrimination. Compliance with Section 901 of Title IX of the Education Amendments of 1972 as amended.

Age Discrimination. Compliance with the Age Discrimination Act of 1975 as amended.

Drug-Free Workplace. Compliance with the Drug-Free Workplace Act of 1988.

Patents, Licenses, and Inventions. Compliance with the Standard Patent Rights clauses as specified in 37 CFR, Part 401.14 and/or 35 U.S.C. 203, whichever is appropriate and applicable.

Human Subjects. Compliance with the requirements of federal policy (P.L. 93-348) concerning the safe-guarding of the rights and welfare of human subjects who are involved in activities supported by Federal funds.

Use of Animals. Compliance with applicable portions of the Animal Welfare Act (PL 89-544 as amended).

Use of program income; Additional Costs described in the NIH Grants Policy Statement shall apply.

Financial Conflict of Interest SUBRECIPIENT assures compliance with 42 CFR Part 50, Subpart F, revised October 1, 1997.

Debarment and Suspension. SUBRECIPIENT specifically certifies that neither it nor the Principal Investigator or any other employee or student participating on this project is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

Non-Delinquency on Federal Debt. SUBRECIPIENT specifically certifies that neither it nor any person to be paid from funds under this Subaward is delinquent in repaying any Federal debit as defined by OMB Circular A-129.

Restrictions on Lobbying. Compliance with PL 101-121, Title 31, Section 1352, which prohibits the use of Federally appropriated funds for lobbying in connection with this particular Subaward.

Affirmative action for disabled Veterans and Veterans of the Vietnam era Compliance with Public Laws 92-540 and 93-508, Executive Order 11701, and the regulations of the Secretary of Labor (41 CFR Part 60-250) in promoting employment opportunities for disabled and Vietnam veterans.

Attachment F - Administrative Requirements

Notice of Award regarding Cooperative Agreement Award No. U1QHP28725 (See Attached);

HHS Grants Policy Statement (<http://www.hhs.gov/grants/grants/policies-regulations/hhsgps107.pdf>); and

2 CFR Part 200 Uniform Guidance: Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

1. DATE ISSUED: 06/29/2015		2. PROGRAM CFDA: 93.969		 U.S. Department of Health and Human Services HRSA Health Resources and Services Administration NOTICE OF AWARD AUTHORIZATION (Legislation/Regulation) Public Health Service (PHS) Act Title VII, Sections 750 and 753(a), and PHS Act Title VIII, Section 865								
3. SUPERSEDES AWARD NOTICE dated: except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.												
4a. AWARD NO.: 1 U1QHP28725-01-00		4b. GRANT NO.: U1QHP28725	5. FORMER GRANT NO.:									
6. PROJECT PERIOD: FROM: 07/01/2015 THROUGH: 06/30/2018												
7. BUDGET PERIOD: FROM: 07/01/2015 THROUGH: 06/30/2016												
8. TITLE OF PROJECT (OR PROGRAM): Geriatrics Workforce Enhancement Program												
9. GRANTEE NAME AND ADDRESS: UNIVERSITY OF CALIFORNIA, LOS ANGELES Office of Contract and Grant Administration, 11000 Kinross Avenue, Suite 211 Los Angeles, CA 90095 DUNS NUMBER: 092530369				10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Yessenia Sarmiento UNIVERSITY OF CALIFORNIA, LOS ANGELES Office of Contract and Grant Administration Los Angeles, CA 90095-1406								
11. APPROVED BUDGET: (Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:								
a. Salaries and Wages : b. Fringe Benefits : c. Total Personnel Costs : d. Consultant Costs : e. Equipment : f. Supplies : g. Travel : h. Construction/Alteration and Renovation : i. Other : j. Consortium/Contractual Costs : k. Trainee Related Expenses : l. Trainee Stipends : m. Trainee Tuition and Fees : n. Trainee Travel : o. TOTAL DIRECT COSTS : p. INDIRECT COSTS (Rate: % of S&W/TADC) : q. TOTAL APPROVED BUDGET :				a. Authorized Financial Assistance This Period \$850,000.00 b. Less: Unobligated Balance from Prior Budget Periods i. Additional Authority \$0.00 ii. Offset \$0.00 c. Unawarded Balance of Current Year's Funds \$0.00 d. Less Cumulative Prior Awards(s) This Budget Period \$0.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$850,000.00								
i. Less Non-Federal Share: \$0.00 ii. Federal Share: \$850,000.00				13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)								
				<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>\$850,000.00</td> </tr> <tr> <td>03</td> <td>\$850,000.00</td> </tr> </tbody> </table>			YEAR	TOTAL COSTS	02	\$850,000.00	03	\$850,000.00
YEAR	TOTAL COSTS											
02	\$850,000.00											
03	\$850,000.00											
				14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)								
				a. Amount of Direct Assistance \$0.00 b. Less Unawarded Balance of Current Year's Funds \$0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00								
15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A] Estimated Program Income: \$0.00												
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.												
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No)												
Electronically signed by James King, Grants Management Officer on: 06/29/2015												
17. OBJ. CLASS: 41.21		18. CRS-EIN: 1956006143A1		19. FUTURE RECOMMENDED FUNDING: \$0.00								
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE						
15 - 3721UB4	93.969	15U1QHP28725	\$850,000.00	\$0.00	N/A	15GWEP						

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. Funding will be provided in the form of a cooperative agreement. A cooperative agreement, as opposed to a grant, is an award instrument of financial assistance where substantial involvement is anticipated between HRSA and the recipient during performance of the contemplated project.

HRSA Program responsibilities shall include:

- Assist recipients during the six-month planning period;
- Make available the services of experienced HRSA/BHW program staff to serve as a resource in the planning, development, and evaluation of all phases of the project;
- Provide ongoing input and review of activities and procedures to be established and implemented for accomplishing the goals of the cooperative agreement;
- Participate, as appropriate, in meetings or site visits conducted during the period of the cooperative agreement;
- Review project information prior to dissemination;
- Assist the recipients to develop a network to share resources, best practices, and lessons learned;
- Provide assistance and referral in the establishment and facilitation of effective collaborative relationships with Federal and State agencies, BHW grant projects and other resource centers, and other entities that may be relevant to the project's mission;
- Provide programmatic input and consultation for development and delivery of training and technical assistance;
- Collaborate with recipients to develop and implement assessment and evaluation strategies;
- Provide information resources; and,
- Participate in the dissemination of project activities and products.

The cooperative agreement recipient's responsibilities shall include:

- Implement the approved work plan;
- Work closely with HRSA during the planning year;
- Collaborate and communicate in a timely manner with the HRSA project officer;
- Participate in ongoing conference calls and webinars with other awardees and HRSA staff;
- Provide the HRSA project officer with an opportunity to review project information prior to dissemination;
- Establish contacts relevant to the project's mission such as collaborating partners, Federal and non-federal partners, and other HRSA grant projects;
- Coordinate activities with other awardees under this FOA where possible;
- Submit all required reports in a timely fashion;
- Develop and implement Rapid Cycle Improvement assessment and evaluation strategies such as the Plan, Do, Study, Act strategy or other iterative evaluation strategies to ensure continuous quality improvement; and,
- Partner with HRSA to evaluate priorities and respond to constituent/field requirements.
- It is expected that the Project Director attend quarterly conference calls with the HRSA Program Staff. The conference calls are an integral part of project management.

2. A student/trainee/fellow/junior faculty development award recipient/faculty member in a retraining program receiving support from grant funds must be a citizen of the United States, a non-citizen national, or a foreign national having in his/her possession a visa permitting permanent residence in the United States.
3. All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EHBs) and approved by HRSA prior to implementation. Grantees under "Expanded Authority," as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See "Prior-Approval Requirements" in the DHHS Grants Policy Statement: <http://www.hhs.gov/asfr/ogapa/aboutog/hhsgps107.pdf>
4. The requirements of 48 CFR section 3.908 (found at <http://www.ecfr.gov>) implementing section 828 of the National Defense Authorization Act (NDAA) for Fiscal Year 2013 (Pub. L.

112-239, enacted January 2, 2013) entitled "Pilot Program for Enhancement of Contractor Employee Whistleblower Protections" apply to this award. This notice requires that grantees inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712 in the predominant native language of the workforce. The details of 41 U.S.C. 4712 can be found at <http://uscode.house.gov/browse.xhtml>. (regarding 48 CFR section 3.908, note that use of the term "contract," "contractor," "subcontract," or "subcontractor" for the purpose of this term, should read as "grant," "grantee," "subgrant," or "subgrantee").

5. As required by the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282), as amended by section 6202 of Public Law 110-252, recipients must report information for each subaward of \$25,000 or more in Federal funds and executive total compensation as outlined in Appendix A to 2 CFR Part 170 (<http://www.hrsa.gov/grants/ffata.html>). The FFATA reporting requirements apply for the duration of the project period and so include all subsequent award actions to aforementioned HRSA grants and cooperative agreement awards (e.g., Type 2 (competing continuation), Type 5 (non-competing continuation), etc.). Subawards to individuals are exempt from these requirements.

6. Effective December 26, 2014, all references to OMB Circulars for the administrative and audit requirements and the cost principles that govern Federal monies associated with this award are superseded by the Uniform Guidance, 2 CFR 200 as codified by HHS at 45 CFR 75.

7. The funds for this award are sub-accounted in the Payment Management System (PMS) and will be in a P type (sub accounted) account. This type of account allows recipients to specifically identify the individual grant for which they are drawing funds and will assist HRSA in monitoring the award. If your organization previously received a grant under this program, it was in a G type (cash pooled) account designated by a PMS Account Number ending in G or G1. Now that this grant is sub accounted the PMS Account Number will be changed to reflect either P or P1. For example, if the prior year grant was in payee account number 2AAG it will now be in 2AAP. Similarly, if the prior year grant was in payee account 2AAG1, the grant will be in payee account 2AAP1. The P sub account number and the sub account code (provided on page 1 of this Notice of Award) are both needed when requesting grant funds.

You may use your existing PMS username and password to check your organizations P account access. If you do not have access, complete a PMS Access Form (PMS/FFR Form) found at: http://www.dpm.psc.gov/grant_recipient/grantee_forms.aspx and send it to the fax number indicated on the bottom of the form. If you have any questions about accessing PMS, contact the PMS Liaison Accountant as identified at: <http://www.dpm.psc.gov/contacts/contacts.aspx?explorer.event=true>.

Standard Term(s)

- Recipients must comply with all terms and conditions outlined in their grant award, including grant policy terms and conditions outlined in applicable Department of Health and Human Services (HHS) Grants Policy Statements, and requirements imposed by program statutes and regulations and HHS grant administration regulations, as applicable, as well as any requirements or limitations in any applicable appropriations acts.
- All discretionary awards issued by HRSA on or after October 1, 2006, are subject to the HHS Grants Policy Statement (HHS GPS) unless otherwise noted in the Notice of Award (NoA). Parts I through III of the HHS GPS are currently available at <http://www.hhs.gov/asfr/ogapa/aboutog/hhsgps107.pdf>. Please note that the Terms and Conditions explicitly noted in the award and the HHS GPS are in effect.
- HRSA requires grantees to use the following acknowledgement and disclaimer on all products produced by HRSA grant funds:

"This project is/was supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) under grant number and title for grant amount (specify grant number, title, total award amount and percentage financed with nongovernmental sources). This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by HRSA, HHS or the U.S. Government."

Grantees are required to use this language when issuing statements, press releases, requests for proposals, bid solicitations, and other HRSA supported publications and forums describing projects or programs funded in whole or in part with HRSA funding. Examples of HRSA-supported publications include, but are not limited to, manuals, toolkits, resource guides, case studies and issues briefs.
- Recipients and sub-recipients of Federal funds are subject to the strictures of the Medicare and Medicaid anti-kickback statute (42 U.S.C. 1320a-7b(b)) and should be cognizant of the risk of criminal and administrative liability under this statute, specifically under 42 U.S.C. 1320a-7b(b) Illegal remunerations which states, in part, that whoever knowingly and willfully: (A) Solicits or receives (or offers or pays) any remuneration (including kickback, bribe, or rebate) directly or indirectly, overtly or covertly, in cash or in kind, in return for referring (or to induce such person to refer) an individual to a person for the furnishing or arranging for the furnishing of any item or service, OR (B) In return for purchasing, leasing, ordering, or recommending purchasing, leasing, or ordering, or to purchase, lease, or order, any goods, facility,

services, or itemFor which payment may be made in whole or in part under subchapter XIII of this chapter or a State health care program, shall be guilty of a felony and upon conviction thereof, shall be fined not more than \$25,000 or imprisoned for not more than five years, or both.

5. Items that require prior approval from the awarding office as indicated in 45 CFR Part 75 [Note: 75 (d) HRSA has not waived cost-related or administrative prior approvals for recipients unless specifically stated on this Notice of Award] or 45 CFR Part 75 must be submitted in writing to the Grants Management Officer (GMO). Only responses to prior approval requests signed by the GMO are considered valid. Grantees who take action on the basis of responses from other officials do so at their own risk. Such responses will not be considered binding by or upon the HRSA.

In addition to the prior approval requirements identified in Part 75, HRSA requires grantees to seek prior approval for significant rebudgeting of project costs. Significant rebudgeting occurs when, under a grant where the Federal share exceeds \$100,000, cumulative transfers among direct cost budget categories for the current budget period exceed 25 percent of the total approved budget (inclusive of direct and indirect costs and Federal funds and required matching or cost sharing) for that budget period or \$250,000, whichever is less. For example, under a grant in which the Federal share for a budget period is \$200,000, if the total approved budget is \$300,000, cumulative changes within that budget period exceeding \$75,000 would require prior approval). For recipients subject to 45 CFR Part 75, this requirement is in lieu of that in 45 CFR 75 which permits an agency to require prior approval for specified cumulative transfers within a grantee's approved budget. [Note, even if a grantee's proposed rebudgeting of costs falls below the significant rebudgeting threshold identified above, grantees are still required to request prior approval, if some or all of the rebudgeting reflects either a change in scope, a proposed purchase of a unit of equipment exceeding \$25,000 (if not included in the approved application) or other prior approval action identified in Part 75 unless HRSA has specifically exempted the grantee from the requirement(s).]

6. Payments under this award will be made available through the DHHS Payment Management System (PMS). PMS is administered by the Division of Payment Management, Financial Management Services, Program Support Center, which will forward instructions for obtaining payments. Inquiries regarding payments should be directed to: ONE-DHHS Help Desk for PMS Support at 1-877-614-5533 or PMSSupport@psc.hhs.gov. For additional information please visit the Division of Payment Management Website at www.DPM.PSC.GOV.
7. The DHHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Such reports are kept confidential and callers may decline to give their names if they choose to remain anonymous. Contact: Office of Inspector General, Department of Health and Human Services, Attention: HOTLINE, 330 Independence Avenue Southwest, Cohen Building, Room 5140, Washington, D. C. 20201, Email: Htips@os.dhhs.gov or Telephone: 1-800-447-8477 (1-800-HHS-TIPS).
8. Submit audits, if required, in accordance with 45 CFR Part 75, to: Federal Audit Clearinghouse Bureau of the Census 1201 East 10th Street Jefferson, IN 47132 PHONE: (310) 457-1551(310) 457-1551, (800)253-0696(800)253-0696 toll free <http://harvester.census.gov/sac/facconta.htm>
9. EO 13166, August 11, 2000, requires recipients receiving Federal financial assistance to take steps to ensure that people with limited English proficiency can meaningfully access health and social services. A program of language assistance should provide for effective communication between the service provider and the person with limited English proficiency to facilitate participation in, and meaningful access to, services. The obligations of recipients are explained on the OCR website at <http://www.hhs.gov/ocr/lep/revisedlep.html>.
10. This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.hrsa.gov/grants/trafficking.htm>. If you are unable to access this link, please contact the Grants Management Specialist identified in this Notice of Award to obtain a copy of the Term.
11. The Consolidated Appropriations and Further Continuing Appropriations 2015 (P.L. 113-235) enacted December 16, 2014, limits the salary amount that may be awarded and charged to HRSA grants and cooperative agreements. HRSA funds may not be used to pay the salary of an individual at a rate in excess of \$183,300 - The Executive Level II of the Federal Executive Pay Scale salary is currently set at \$183,300, effective January 11, 2015. This amount reflects an individual's base salary exclusive of fringe and any income that an individual may be permitted to earn outside of the duties to the applicant organization. This salary limitation also applies to subawards/subcontracts for substantive work under a HRSA grant or cooperative agreement. The salary limitation does not apply to payments made to consultants under this award although, as with all costs, those payments must meet the test of reasonableness and be consistent with institutional policy. Your award amount will not necessarily be recalculated to adjust for necessary reductions in salaries included in your proposal. However, none of the funds in this award shall be used to pay the salary of an individual at a rate in excess of the salary limitation. [It is important to note that an individual's base salary, per se, is NOT constrained by the legislative provision for a limitation of salary. The rate limitation simply limits the amount that may be awarded and charged to HRSA grants and cooperative agreements.]
12. To serve persons most in need and to comply with Federal law, services must be widely accessible. Services must not discriminate on the basis of age, disability, sex, race, color, national origin or religion. The HHS Office for Civil Rights provides guidance to grant and cooperative agreement recipients on complying with civil rights laws that prohibit discrimination on these bases. Please see <http://www.hhs.gov/ocr/civilrights/understanding/index.html>. HHS also provides specific guidance for recipients on meeting their legal obligation under Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color or national origin in programs and activities that receive Federal financial assistance (P. L. 88-352, as amended and

45 CFR Part 75). In some instances a recipient's failure to provide language assistance services may have the effect of discriminating against persons on the basis of their national origin. Please see <http://www.hhs.gov/ocr/civilrights/resources/laws/revisedlep.html> to learn more about the Title VI requirement for grant and cooperative agreement recipients to take reasonable steps to provide meaningful access to their programs and activities by persons with limited English proficiency.

13. **Important Notice:** The Central Contractor registry (CCR) has been replaced. The General Services Administration has moved the CCR to the System for Award Management (SAM) on July 30, 2012. To learn more about SAM please visit <https://www.sam.gov>.

It is incumbent that you, as the recipient, maintain the accuracy/currency of your information in the SAM at all times during which your entity has an active award or an application or plan under consideration by HRSA, unless your entity is exempt from this requirement under 2 CFR 25.110. Additionally, this term requires your entity to review and update the information at least annually after the initial registration, and more frequently if required by changes in your information. This requirement flows down to subrecipients. Note: SAM information must be updated at least every 12 months to remain active (for both grantees and sub-recipients). Grants.gov will reject submissions from applicants with expired registrations. It is advisable that you do not wait until the last minute to register in SAM or update your information. According to the SAM Quick Guide for Grantees (https://www.sam.gov/sam/transcript/SAM_Quick_Guide_Grants_Registrations-v1.6.pdf), an entity's registration will become active after 3-5 days. Therefore, check for active registration well before the application deadline.

14.

In any grant-related activity in which family, marital, or household considerations are, by statute or regulation, relevant for purposes of determining beneficiary eligibility or participation, grantees must treat same-sex spouses, marriages, and households on the same terms as opposite-sex spouses, marriages, and households, respectively. By "same-sex spouses," HHS means individuals of the same sex who have entered into marriages that are valid in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By "same-sex marriages," HHS means marriages between two individuals validly entered into in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By "marriage," HHS does not mean registered domestic partnerships, civil unions or similar formal relationships recognized under the law of the jurisdiction of celebration as something other than a marriage. This term applies to all grant programs except block grants governed by 45 CFR part 96 or 45 CFR Part 98, or grant awards made under titles IV-A, XIX, and XXI of the Social Security Act; and grant programs with approved deviations.

Reporting Requirement(s)

- 1. Due Date: Semi-Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 30 days after end of reporting period.**

Performance data for the recently completed academic year must be reported for each budget period semi-annually before January 30 and before July 30. An email notification will be sent as a reminder that a report is due, including instructions on how to provide the report through the EHB system. The Bureau of Health Workforce (BHW) requirements and performance measures will be available at <http://bhw.hrsa.gov/grants/reporting/index.html>. Contact your BHW project officer for additional information.

- 2. Due Date: Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 90 days after end of reporting period.**

The grantee must submit an annual Federal Financial Report (FFR). The report should reflect cumulative reporting within the project period and must be submitted using the Electronic Handbooks (EHBs). The FFR due dates have been aligned with the Payment Management System quarterly report due dates, and will be due 90, 120, or 150 days after the budget period end date. Please refer to the chart below for the specific due date for your FFR:

- Budget Period ends August – October: FFR due January 30
- Budget Period ends November – January: FFR due April 30
- Budget Period ends February – April: FFR due July 30
- Budget Period ends May – July: FFR due October 30

3. Due Date: Within 90 Days of Project End Date

A final report is due within 90 days after the project period ends. The final report collects program-specific goals and progress on strategies; core performance measurement data; impact of the overall project; the degree to which the grantee achieved the mission, goal and strategies outlined in the program; grantee objectives and accomplishments; barriers encountered; and responses to summary questions regarding the grantee's overall experiences over the entire project period. The final report must be submitted on-line by awardees in the Electronic Handbooks system at <https://grants.hrsa.gov/webexternal/home.asp>.

Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.

Contacts**NoA Email Address(es):**

Name	Role	Email
Yessenia Sarmiento	Program Director	yessenia.sarmiento@research.ucla.edu
Enjunaya Canton	Authorizing Official	enjunaya.canton@research.ucla.edu
Yessenia Sarmiento	Point of Contact	yessenia.sarmiento@research.ucla.edu

Note: NoA emailed to these address(es)

Program Contact:

For assistance on programmatic issues, please contact Young Song at:
MailStop Code: PKLN 12C-05
HRSA/BHW/DMD/MTGB
5600 Fishers Ln
Rockville, MD, 20857-1750
Email: ysong@HRSA.GOV
Phone: (301) 443-3353
Fax: (301) 443-0791

Division of Grants Management Operations:

For assistance on grant administration issues, please contact Shelia Burks at:
MailStop Code: 10SWH03
HRSA/OFAM/DGMO/HPB
5600 Fishers Ln
Rockville, MD, 20852-1750
Email: sburks@hrsa.gov
Phone: (301) 443-6452
Fax: (301) 443-3643

1. DATE ISSUED: 08/11/2015		2. PROGRAM CFDA: 93.969		 U.S. Department of Health and Human Services HRSA Health Resources and Services Administration NOTICE OF AWARD AUTHORIZATION (Legislation/Regulation) Public Health Service (PHS) Act Title VII, Sections 750 and 753(a), and PHS Act Title VIII, Section 865								
3. SUPERSEDES AWARD NOTICE dated: 06/29/2015 <small>except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.</small>												
4a. AWARD NO.: U1QHP28725-01-01		4b. GRANT NO.: U1QHP28725						5. FORMER GRANT NO.:				
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7. BUDGET PERIOD: FROM: 07/01/2015 THROUGH: 06/30/2016												
8. TITLE OF PROJECT (OR PROGRAM): Geriatrics Workforce Enhancement Program												
9. GRANTEE NAME AND ADDRESS: UNIVERSITY OF CALIFORNIA, LOS ANGELES Office of Contract and Grant Administration, 11000 Kinross Avenue, Suite 211 Los Angeles, CA 90095 DUNS NUMBER: 092530369				10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Zaldy S. Tan UNIVERSITY OF CALIFORNIA, LOS ANGELES Division Line: Office of Contract and Grant Administration 11000 Kinross Avenue Los Angeles, CA 90095								
11. APPROVED BUDGET: (Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:								
a. Salaries and Wages : b. Fringe Benefits : c. Total Personnel Costs : d. Consultant Costs : e. Equipment : f. Supplies : g. Travel : h. Construction/Alteration and Renovation : i. Other : j. Consortium/Contractual Costs : k. Trainee Related Expenses : l. Trainee Stipends : m. Trainee Tuition and Fees : n. Trainee Travel : o. TOTAL DIRECT COSTS : p. INDIRECT COSTS (Rate: % of S&W/TADC) : q. TOTAL APPROVED BUDGET :				a. Authorized Financial Assistance This Period \$850,000.00 b. Less Unobligated Balance from Prior Budget Periods i. Additional Authority \$0.00 ii. Offset \$0.00 c. Unawarded Balance of Current Year's Funds \$0.00 d. Less Cumulative Prior Awards(s) This Budget Period \$850,000.00 e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$0.00								
i. Less Non-Federal Share: \$0.00 ii. Federal Share: \$850,000.00				13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project) <table border="1" style="width:100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 20%;">YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">02</td> <td style="text-align: right;">\$850,000.00</td> </tr> <tr> <td style="text-align: center;">03</td> <td style="text-align: right;">\$850,000.00</td> </tr> </tbody> </table>			YEAR	TOTAL COSTS	02	\$850,000.00	03	\$850,000.00
YEAR	TOTAL COSTS											
02	\$850,000.00											
03	\$850,000.00											
15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A]				14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)								
Estimated Program Income: \$0.00				a. Amount of Direct Assistance \$0.00 b. Less Unawarded Balance of Current Year's Funds \$0.00 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION \$0.00								
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: <small>a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.</small>												
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No)												
Electronically signed by Shelia Burks, Grants Management Officer on : 08/11/2015												
17. OBJ. CLASS: 41.21		18. CRS-EIN: 1956006143A1		19. FUTURE RECOMMENDED FUNDING: \$0.00								
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE						
15 - 3721UB4	93.969	15U1QHP28725	\$0.00	\$0.00	NA	15GWEP						

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Terms and Conditions

Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. This revision issued to change the Program Director from Yessenia Sarmiento to Zaldy S. Tan, in accordance with your Prior Approval Request.

All prior terms and conditions remain in effect unless specifically removed.

Contacts

NoA Email Address(es):

Name	Role	Email
Zaldy S. Tan	Program Director	ztan@mednet.ucla.edu
Yessenia Sarmiento	Point of Contact	yessenia.sarmiento@research.ucla.edu
Enjunaya Canton	Authorizing Official	enjunaya.canton@research.ucla.edu

Note: NoA emailed to these address(es)

Program Contact:

For assistance on programmatic issues, please contact Tamara Zurakowski at:
 HRSA/BHWDMD/MTGB
 5600 Fishers Lane
 RM 12C-05
 Rockville, MD, 20857-
 Email: tzurakowski@hrsa.gov
 Phone: (301) 443-7762
 Fax: (301) 443-1879

Division of Grants Management Operations:

For assistance on grant administration issues, please contact Shelia Burks at:
 MailStop Code: 10SWH03
 HRSA/OFAM/DGMO/HPB
 5600 Fishers Ln
 Rockville, MD, 20852-1750
 Email: sburks@hrsa.gov
 Phone: (301) 443-6452
 Fax: (301) 443-3643