

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



815

FORM APPROVED COUNTY COUNSEL
BY: GREGORY P. PRIAMOS
DATE: 2/7/16
Departmental Concurrence

FROM: Riverside University Health System – Public Health

SUBMITTAL DATE:

February 9, 2016

SUBJECT: Ratify and File the Agreements #201533 between the California Department of Public Health Maternal, Child and Adolescent Health Division and the County of Riverside Department of Public Health. Districts: All [\$1,339,746 – State Funds].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and File the Agreement #201533 with the California Department of Public Health for Maternal, Child and Adolescent Health (MCAH) and Black Infant Health (BIH) in the amount of \$1,339,746 (MCAH - \$398,817 and BIH - \$940,929) for the period of performance of July 1, 2015 through June 30, 2016.

BACKGROUND:

SUMMARY

(continued on next page)

HP:rc

Sarah S. Mack

Sarah S. Mack, M.P.H.
Interim Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 1,339,746	\$ 0	\$ 1,339,746	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: 100 percent funded by State. Budget Adjustment: No
For Fiscal Year: 15/16

C.E.O. RECOMMENDATION: **APPROVE**
BY: *Christopher M. Hans*

Christopher M. Hans
County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 04-28-15, 3-24 District: All Agenda Number:

3-16

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

FORM 11: Ratify and File the Agreements #201533 between the California Department of Public Health Maternal, Child and Adolescent Health Division and the County of Riverside Department of Public Health.

Districts: All [\$1,339,746 – State Funds].

DATE: February 9, 2016

PAGE: Page 2 of 2

BACKGROUND:

Summary

The Maternal, Child and Adolescent Health (MCAH) Program works to ensure all women of reproductive age, infants, children, adolescents and their families have access to quality maternal and child health services. Addressing disparities in this target population through education aimed at prevention and promoting positive behavior changes, improving the health of this population and reducing infant mortality rates.

The Black Infant Health (BIH) Program aims to improve health among black mothers and babies, reduce infant mortality and address health disparities. The Program uses weekly group-based approach case management services to help women develop their own individual Life Plan, strategies for reducing stress, build social support and ensures that clients are connected with the appropriate community services.

The attached approval letter constitutes a binding agreement and no additional signatures are required.

Impact on Citizens and Businesses

The MCAH and BIH programs target at-risk populations to address disparities, to reduce infant mortality and to improve the health of women, infants, children and adolescents.

SUPPLEMENTAL:

Additional Fiscal Information

The MCAH and BIH Agreements are 100 percent funded by the State and are in the FY 2015/16 County budget.



State of California—Health and Human Services Agency
California Department of Public Health



KAREN L. SMITH, MD, MPH
Director and State Health Officer

EDMUND G. BROWN JR.
Governor

November 6, 2015

Hermia Parks
MCAH Director
County of Riverside, Department of Public Health
P.O. Box 7600
Riverside, CA 92513-7600

Dear Ms. Parks:

APPROVAL OF AGREEMENT FUNDING APPLICATION (AFA) FOR
AGREEMENT #201533 – FISCAL YEAR 2015-16

The California Department of Public Health, Maternal, Child and Adolescent Health (CDPH/MCAH) Division approves your Agency’s AFA, including the enclosed Scope(s) of Work (SOW) and Budget(s) for administration of MCAH related programs.

To carry out the program(s) outlined in the enclosed SOW(s) and Budget(s), during the period of July 1, 2015 through June 30, 2016, the CDPH/MCAH Division will reimburse expenditures up to the following amounts:

Maternal Child and Adolescent Health.....	\$398,817
Black Infant Health	\$940,929

The availability of Title V funds and State General funds (BIH only) are based upon funds appropriated in the FY 2015-16 Budget Act. Reimbursement of invoices is subject to compliance with all federal and state requirements pertaining to the CDPH/MCAH related programs and adherence to all applicable regulations, policies and procedures. Your Agency agrees to invoice actual and documented expenditures and to follow all the conditions of compliance stated in the current CDPH/MCAH Program and Fiscal Policies and Procedures manuals, including the ability to substantiate all funds claimed. The policies and procedures manuals can be accessed at: <http://www.cdph.ca.gov/services/funding/mcah/Pages/FiscalPoliciesandProceduresManual.aspx>

For agencies claiming Title XIX funds, you also agree to maintain secondary documentation that clearly substantiates time study activities as being non-program related, unmatched, non-enhanced or enhanced. You also agree to use either:

1. the web-posted CDPH/MCAH, BIH, and/or AFLP Base Medi-Cal Factor (MCF),



California Department of Public Health (CDPH)
Maternal, Child and Adolescent Health (MCAH)
Black Infant Health (BIH) Scope of Work (SOW)

Black Infant Health Program

The Agency agrees to provide to the Department of Public Health the services in this Scope of Work (SOW). The California Department of Public Health, Maternal, Child and Adolescent Health (MCAH) Division places a high priority on the poor outcomes that disproportionately impact the African American community in California. Central to the efforts in reducing these disparities is the Black Infant Health (BIH) Program. The four goals of the BIH Program are to:

1. Improve African-American infant and maternal health.
2. Increase the ability of African American women to manage chronic stress.
3. Decrease Black-White health disparities and social inequities for women and infants.
4. Engage the community to support African American families' health and well-being with education and outreach efforts.

To achieve these goals, the BIH Program is a client-centered, strength-based group intervention with complementary case management that embraces the lifecourse perspective and promotes skill building, stress reduction and life goal setting. Each BIH Site shall also assure program fidelity and collect and enter participant and program data into the electronic Efforts to Outcomes (ETO) data system and engage community partner agencies.

All BIH Sites are required to comply with BIH Policy and Procedures (P&P) and the MCAH Fiscal Policies and Procedures Manual in their entirety. In addition, all BIH Sites shall work toward meeting the BIH Program Standards and to maximize fidelity in implementing Program services, fulfilling all deliverables associated with benchmarks, attending required meetings and trainings and completing other MCAH-BIH reports as required. All activities in this SOW shall take place within the fiscal year.

The Black Infant Health program is a specialized CDPH MCAH program under the local MCAH system and helps to address MCAH SOW Goal 2 – Improve Maternal and Women's Health.

Contained within the BIH SOW, under the Measures (Process and Outcome) cells, there are Source Keys that are designed to provide a reference for reporting purposes. The "E" Source Key refers to information that is based on client-level program data included and maintained in ETO. The "N" Source Key refers to narrative information provided in quarterly reports or site surveys.

It is the responsibility of the LHJ to meet the goals and objectives of this SOW. The LHJ shall strive to develop systems that protect and improve the health of California's women of reproductive age, infants, children, adolescents, and their families.

The goals in this SOW incorporate local problems identified by LHJs 5-Year Needs Assessments and reflect the Title V priorities of the MCAH Division.

The development of this SOW was guided by several public health frameworks including the Ten Essential Services of Public Health and the three core functions of assessment, policy development, and assurance; the Spectrum of Prevention; the Life Course Perspective; the Social-Ecological Model, and the Social Determinants of Health. Please consider integrating these approaches when conceptualizing and organizing local program, policy, and evaluation efforts.

- o The Ten Essential Services of Public Health: <http://www.cdc.gov/nphsp/essentialServices.html>; <http://www.publichealth.lacounty.gov/qi/corefncs.htm>
- o The Spectrum of Prevention: <http://www.preventioninstitute.org/component/taxonomy/term/list/94/127.html>
- o Life Course Perspective: <http://mchb.hrsa.gov/lifecourseresources.htm>

Part II: Black Infant Health Program

Goal 1: BIH will maintain program fidelity and fiscal management to administer the program as required by the BIH Program Policies and Procedures and Scope of Work and will assure program implementation, staff competency, and data management.

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
1.1 LHJ Maternal, Child and Adolescent Health (MCAH) Director and/or designee (BIH Coordinator) will provide oversight, maintain program fidelity, fiscal management and demonstrate that it is conducting BIH activities as required in the BIH Policies and Procedures, SOW, Data Collection Manual, Efforts to Outcome (ETO) Data Book, Group Curriculum, and MCAH Fiscal Policies and Procedures.	1.1 <ul style="list-style-type: none"> Annually review and revise internal policies and procedures for delivering services to eligible BIH participants. Submit Agreement Funding Application timely. Submit BIH Annual report by August 15. Submit BIH Quarterly Reports as directed by MCAH. 	1.1 <ul style="list-style-type: none"> Describe MCAH Director and BIH Coordinator responsibilities as they relate to BIH. Provide organization chart that designates the delineation of responsibilities of MCAH Director and BIH Coordinator from MCAH to the BIH Program. 	1.1
1.2 Each LHJ must have in place qualified personnel as outlined in the P&P.	1.2 <ul style="list-style-type: none"> At a minimum, the following key staffing roles are required: <ul style="list-style-type: none"> .05 FTE BIH Coordinator 2 FTE FHA/Group Facilitators. 1 FTE Community Outreach Liaison 0.5 FTE Data Entry 0.5 FTE Mental Health Professional Utilization of a staff hiring plan. 	1.2 <ul style="list-style-type: none"> Describe process of hiring staff at each site that are filled by personnel meeting qualifications in the P&P. Include duty statements of all staff with submission of AFA Packet. Submission of all staff changes per guidelines outlined in BIH P&P guidelines. 	1.2 Percent of key staffing roles at site filled by personnel who meet qualifications in the P&P. (N)

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
1.4 DATA ENTRY All BIH participant information and outcome data will be collected timely and accurately using BIH required forms at required intervals.	1.4 <ul style="list-style-type: none"> Ensure that all direct service staff participate in data collection, data entry, data quality improvement, and use of data collection software determined by MCAH. Ensure that all subcontractor agencies providing direct service enter data in the ETO as determined by MCAH. Ensure accuracy and completeness of data input into ETO system. Ensure that all staff receives updates about changes in ETO and data book forms. Ensure that a selected staff member with advanced knowledge of the BIH Program, data collection, and ETO is selected as the BIH Site's Data Entry lead and participates in all Data and Evaluation calls. 	1.4 <ul style="list-style-type: none"> Review data systems reports and discuss during calls with BIH State Team. Enter all data into ETO within 7 working days of collection. 	1.4 <ul style="list-style-type: none"> Number and percent of enrolled cases with no information/action entered into the ETO within two weeks of enrollment. (E)
1.5 PARTICIPANT RECRUITMENT/OUTREACH All BIH LHJs will recruit, outreach and enroll African American women 18 years of age, less than 26 weeks pregnant.	1.5 <ul style="list-style-type: none"> Implement the program activities as designed. Develop a Participant Recruitment Plan (standardized intake process) according to the target population and eligibility guidelines in CDPH/MCAH BIH P&P. Recruitment plan is reviewed annually and updated as needed. 	1.5 <ul style="list-style-type: none"> Submit participant triage algorithm with submission of AFA packet. Participant Recruitment Plan will be reviewed annually and updated as needed. Describe outreach activities performed in order to reach target population. Report number and percent of participants included in outreach but do not enroll.(E) 	<ul style="list-style-type: none"> Describe deviations in outreach activities, noting changes from local recruitment plan. (N) Number and percent of participants with completed recruitment forms. (E)Number and percent of participants included in outreach but do not enroll.(E)

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
<ul style="list-style-type: none"> All BIH participants will receive referrals to services outside of BIH based on her Life Planning Meetings. 	<p>Plan based on goal setting during Life Planning meetings for each BIH participant; complete all prenatal and postpartum assessments; provide ongoing identification of her specific concerns/needs and referral to services outside of BIH as needed based on Life Planning meetings.</p> <ul style="list-style-type: none"> Conduct participant dismissal activities. Conduct participant satisfaction surveys. Submit complete and accurate reports in the timeframe specified by MCAH. 	<p>initial assessment and date of initial prenatal group.</p> <ul style="list-style-type: none"> Initial case conferencing Life Planning Meetings Prenatal and Postpartum assessments Participant dismissal. 	<p>participants with documented disposition of referral services. (E)</p> <ul style="list-style-type: none"> Number and percent of cases open more than 2 months after completion of the last postpartum group.(E) Describe program improvements resulting from participant satisfaction survey findings. (N)
<p>1.7.3 All BIH participants will participate in Group Intervention Sessions.</p>	<p>1.7.3</p> <ul style="list-style-type: none"> Schedule group sessions with guidance from State BIH Team. <p>All participants will have the opportunity to enroll in a group series within 30 days of the first successful contact.</p> <ul style="list-style-type: none"> Conduct and adhere to the 20-group intervention model as specified in the P&P. 	<p>1.7.3</p> <p>Percentage of enrolled participants who participated in group intervention. (E)</p> <ul style="list-style-type: none"> Submit FY 2015-16 Group Session Calendar to MCAH-BIH Program by December 31st and upon request. Number and percent of enrolled participants for whom the following actions are completed (E): <ul style="list-style-type: none"> 7 of 10 Prenatal Group Sessions. 7 of 10 Postpartum Group Sessions. 	<p>1.7.3</p> <p>Number and Percent of participants who complete both the prenatal and postpartum group intervention. (E)</p>
<p>1.8 All participant and program data will be entered in the</p>	<p>1.8</p> <ul style="list-style-type: none"> Accurately and completely collect required participant 	<p>1.8</p> <ul style="list-style-type: none"> Number and percent of participant records entered into 	<p>1.8</p> <ul style="list-style-type: none"> Number and percent of enrolled participants that have

Goal 2: Engage the community to support African American families' health and well-being with education and outreach efforts

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
2.1 BIH Coordinator and/or MCAH Director will elevate community awareness of African American birth outcomes.	2.1 <ul style="list-style-type: none"> Inform the community about poorer birth outcomes among African American women by delivering standardized messages describing how the BIH Program addresses these issues. Create partnerships with community and referral agencies that support the broad goals of the BIH Program, through formal and informal agreements. Develop a community awareness plan that outlines how community engagement activities will be conducted. 	2.1 <ul style="list-style-type: none"> Describe the local plan for community linkages, including an effective referral process that will be reviewed on an annual basis and updated as needed. (N) Briefly describe successes and barriers to community education activities or events. (N) List and describe formal and informal partnerships with community and referral agencies. (N) Briefly describe community efforts such as advisory board involvement and community collaborations to address maternal and infant health disparities, or other similar formal or informal partnerships. (N) 	2.1 <ul style="list-style-type: none"> Describe community outreach activities conducted by BIH Coordinator and/or MCAH Director with submission of BIH Quarterly Reports. (N)
2.2 BIH Community Outreach Liaison (COL) will increase information sharing with other local agencies providing services to African-American women and children in the community and establish a clear point of contact.	2.2 <ul style="list-style-type: none"> Develop collaborative relationships with local agencies in the community that provide services to African-American women and children, to establish strong resource linkages for recruitment of potential participants and for referrals of active participants. Develop a clear point of contact (person/s) with collaborating community agencies on a regular basis as it relates to outreach, enrollment, referrals, care coordination, etc. 	2.2 <ul style="list-style-type: none"> List the types of outreach performed and materials used to inform community partners about BIH. (N) List and describe barriers, challenges and/or successes related to establishing community partnerships and points of contact. (N) 	2.2 <ul style="list-style-type: none"> Number of agencies where the COL has a clear point of contact and with whom information is regularly exchanged. (E) Describe community outreach activities conducted by COL with submission of BIH Quarterly Reports. (N)

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
	actions toward meeting their needs. <ul style="list-style-type: none"> • Teach participants how to express their feelings in constructive ways. • Help participants to understand societal influences and their impact on African American health and wellness. 		on responses to the Rosenberg Self-Esteem Scale. (E) <ul style="list-style-type: none"> • Number and percent of participants who maintain or increase mastery based on responses to the Pearlin Mastery Scale. (E) • Number and percent of participants who maintain or increase coping and resiliency based on responses to the Brief Resilience Scale. (E)

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
4.2 All BIH participants will report an increase in knowledge and understanding of reproductive life planning and family planning services.	4.2 <ul style="list-style-type: none"> Promote and support family planning by providing information and counseling. Promote and support interconception health. Help participants understand and value the concept of reproductive life planning as they complete their Life Plans. Help participants understand the characteristics of healthy relationships and provide resources that can help participants deal with abuse, reproductive coercion or birth control sabotage. Provide referrals and promote linkages to family planning providers including FPACT. 	4.2 <ul style="list-style-type: none"> Describe challenges/barriers why participants did not have a 4-6 week postpartum checkup with a medical provider. (N) Describe challenges/barriers why participants did not use a method of birth control after their child was born. (N) 	4.2 <ul style="list-style-type: none"> Number and percent of participants who attend a 4-6 week postpartum checkup with a medical provider. (E) Number and percent of participants who use any method of birth control to prevent pregnancy after their babies are born. (E)
4.3 All BIH participants will be screened for Perinatal Mood and Anxiety Disorders (PMAD) and those with positive screens will be given a referral to mental health services.	4.3 <ul style="list-style-type: none"> Help participants understand how mental health contributes to overall health and wellness. Help participants recognize the connection between stress and mental health and practice stress reduction techniques. Help participants understand the connection between physical activity and mental health. Administer the EPDS to every client 6-8 weeks after she gives birth. Help participants understand the 	4.3 <ul style="list-style-type: none"> Describe successes and challenges in addressing mental health issues, including mental health referrals. (N) Number and percent of participants who completed the Edinburgh Postpartum Depression Screen (EPDS) 6-8 weeks postpartum. (E) 	4.3 <ul style="list-style-type: none"> Number and percent of participants with "positive" EPDS screens who are successfully referred to a community mental health provider. (E)

BUDGET SUMMARY

FISCAL YEAR
2015-16

BUDGET
ORIGINAL

BUDGET STATUS
ACTIVE

BALANCE

Version 4.4A-50 Quarterly

Program: **Maternal, Child and Adolescent Health**
 Agency: **201533 Riverside**
 SubK:

	UNMATCHED FUNDING		AGENCY FUNDS		NON-ENHANCED MATCHING (50/50)		ENHANCED MATCHING (75/25)			
	MCAH-TV	(3)	(6)	(7)	MCAH Cnty-N	(10)	(11)	MCAH Cnty-E	(14)	(15)
TOTAL FUNDING	(1)	(2)	(5)	(7)	(10)	(11)	(14)	(15)	(16)	(17)
ALLOCATION(S) →										
TITLE V										
265,665										

EXPENSE CATEGORY	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
(I) PERSONNEL	315,026		154,464								79,210						81,351
(II) OPERATING EXPENSES	61,490		39,462								22,028						
(III) CAPITAL EXPENDITURES																	
(IV) OTHER COSTS	36,022		29,738								6,284						
(V) INDIRECT COSTS	78,756		42,001								36,756						
BUDGET TOTALS*	491,294	54.07%	265,665							29.37%	144,278	16.56%					81,351
BALANCE(S) →																	

TOTAL TITLE V	265,665	→	265,665
TOTAL -	-	→	-
TOTAL -	-	→	-
TOTAL TITLE XIX	133,152	→	133,152
TOTAL AGENCY FUNDS	92,477	→	92,477

\$ 398,817

Maximum Amount Payable from State and Federal resources

WE CERTIFY THAT THIS BUDGET HAS BEEN CONSTRUCTED IN COMPLIANCE WITH ALL MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH PROJECT DIRECTOR'S SIGNATURE
[Signature]

DATE
11/12/15

AGENCY FISCAL AGENT'S SIGNATURE
[Signature]

DATE
12/15

* These amounts contain local revenue submitted for information and matching purposes. MCAH does not reimburse Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	PCA Codes	MCAH-TV	MCAH Cnty-N	MCAH Cnty-E
(I) PERSONNEL		53107	53118	53117
(II) OPERATING EXPENSES		154,464	39,605	61,013
(III) CAPITAL EXPENSES		39,462	11,014	
(IV) OTHER COSTS		29,738	3,142	
(V) INDIRECT COSTS		42,001	18,378	
Totals for PCA Codes	398,817	265,665	72,139	61,013

Program: **Maternal, Child and Adolescent Health**
 Agency: **201533 Riverside**
 Subk:

	UNMATCHED FUNDING		NON-ENHANCED MATCHING (50/50)		ENHANCED MATCHING (75/25)	
	MCAH-TV	AGENCY FUNDS	MCAH Cmty-N	MCAH Cmty-E	(14)	(15)
(1)	(2)	(7)	(10)	(11)	(14)	(15)
TOTAL FUNDING	%	Agency Funds*	%	Combined Fed/Agency*	%	Combined Fed/Agency*
(1)	(2)	(3)	(10)	(11)	(14)	(15)
TITLE V	%	(7)	%	Combined Fed/Agency*	(16)	(17)

(II) OPERATING EXPENSES DETAIL

	TOTAL OPERATING EXPENSES	39,462	22,028	51.38%
TRAVEL	16,487	12,365	25.00%	51.38%
TRAINING	4,441	3,331	25.00%	51.38%
1 Communication/Telephone Services	9,570	5,570	41.80%	9.58%
2 Office Equipment Maintenance	1,188	691	41.80%	9.58%
3 Computer Software Licensing	2,984	1,737	41.80%	9.58%
4 Computer Equipment	2,300	1,339	41.80%	9.58%
5 Office Supplies	4,150	2,415	41.80%	9.58%
6 Printing and Postage	2,650	1,542	41.80%	9.58%
7 Document Shredding	1,000	582	41.80%	9.58%
8 Rent/Lease	12,000	6,984	41.80%	9.58%
9 Utilities	3,300	1,921	41.80%	9.58%
10 Bilingual Pay	1,040	605	41.80%	9.58%
11 Toll Free Line	380	380	41.80%	51.38%
12				
13				
14				
15				

** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds

(III) CAPITAL EXPENDITURE DETAIL

TOTAL CAPITAL EXPENDITURES	

(IV) OTHER COSTS DETAIL

	TOTAL OTHER COSTS	29,738	6,284	51.38%
SUBCONTRACTS				
1				
2				
3				
4				
5				
OTHER CHARGES				
1 SIDS	13,858	13,858	36.07%	
2 Client Outreach Materials	17,422	11,138		
3 Educational and Support Materials	4,742	4,742		
4				
5				

Budget:	ORIGINAL
Program:	Maternal, Child and Adolescent Health
Agency:	201533 Riverside
Subk:	

Version 4.4A-50 Quarterly
 Use the following link to access the current AFA webpage and the current base MCF% for your agency:
<http://www.cdph.ca.gov/Services/Funding/MCAH/Pages/FiscalDocuments.aspx>

(I) PERSONNEL DETAIL		BASE MEDI-CAL FACTOR %				50.90%					
TOTALS		2.50	506,957	217,259	97,766.55						
INITIALS	TITLE OR CLASS.	% FTE	ANNUAL SALARY	TOTAL WAGES	FRINGE BENEFIT RATE %	FRINGE BENEFITS	PROGRAM	MCF %	MCF Type	Requirements (Click link to view)	MCF % Justification
1	HP MCAH Director	25.00%	135,394	33,849	45.00%	15,232.05	MCAH	50.9%			Maximum characters = 1024
2	JA MCAH Coordinator	25.00%	120,989	30,247	45.00%	13,611.15	MCAH	50.9%			
3	DC CPSP	80.00%	97,410	77,928	45.00%	35,067.60	MCAH	95.0%		YES	
4	DC SIDS Coordinator	20.00%	97,410	19,482	45.00%	8,766.90	MCAH	50.9%		CPSP is a Medi-cal Program.	
5	VAC HEA I/IGF/FHA	100.00%	55,753	55,753	45.00%	25,088.85	MCAH	50.9%			
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Budget:	ORIGINAL
Program:	Maternal, Child and Adolescent Health
Agency:	201533 Riverside
SubK:	

Version 4.4A-50 Quarterly

(II) OPERATING EXPENSES JUSTIFICATION			
TOTAL OPERATING EXPENSES		61,490	
	TRAVEL	16,487	Travel costs related to meeting program objectives, as required by State training. Employee personal car mileage reimbursement at the current State rate when using their own private vehicle to conduct program activities; County Fleet motor pool expense when using a County vehicle.
	TRAINING	4,441	Costs associated with any program trainings that become available and are relevant and beneficial to meet program objectives, memberships, etc.
1	Communication/Telephone Services	9,570	The following costs are based on 2.50 FTEs x \$279 x 12 months = \$8,370, landlines, unlimited wi-fi, Comet charges, network, Internet security, dedicated fax lines, etc. Additional costs for cell phone/smart phone services in the amount of \$1,200 for 2.5 FTEs.
2	Office Equipment Maintenance	1,188	Maintenance agreement fees for multi-function copiers and fax machines at an estimated cost of \$99 x 12 months.
3	Computer Software Licensing	2,984	Costs associated with Microsoft Office software licensing fees estimated at 2.50 FTEs x \$99.46 x 12 months.
4	Computer Equipment	2,300	Desktop computer 1 x \$2,000; one computer monitor 1 x \$300.
5	Office Supplies	4,150	Includes but not limited to, general office supplies, computer supplies, toner/ink cartridges for desktop printers and copiers, writing supplies, copy paper, etc.
6	Printing and Postage	2,650	Printing of client materials, program forms, business cards, etc., and mailing services to support the program.
7	Document Shredding	1,000	Costs associated with document shredding of confidential client/program documents and/or materials.
8	Rent/Lease	12,000	The square footage where staff are located, such as 2.50 FTEs x 200 sq. ft. x \$2.00 per sq. ft x 12 months.
9	Utilities	3,300	Includes, but not limited to various utilities, such as gas, electricity, water, etc.
10	Bilingual Pay	1,040	CPSP/SIDS Coordinator's bilingual pay at the rate of 1.00 FTE x \$0.50 x 2080 hours to provide Spanish translation to Spanish speaking clients/providers.
11	Toll Free Line	380	Bilingual phone line dedicated to potential clients to call into the MCAH program without incurring any expense to the calling party.
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(III) CAPITAL EXPENDITURE JUSTIFICATION		
TOTAL CAPITAL EXPENDITURES		

(IV) OTHER COSTS JUSTIFICATION		
TOTAL OTHER COSTS		36,022

SUBCONTRACTS		
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Budget:	ORIGINAL
Program:	Maternal, Child and Adolescent Health
Agency:	201533 Riverside
SubK:	

OTHER CHARGES			
1	SIDS	13,858	Travel to SIDS trainings, outreaches, and education, etc. Purchase of SIDS educational materials, incentives to reduce SIDS. DC's SIDS time, and mileage reimbursement related to SIDS.
2	Client Outreach Materials	17,422	Medi-cal client outreach materials, such as audiovisual DVD/CDs, books, tote bags, pens, etc.
3	Educational and Support Materials	4,742	Non Medi-Cal materials such as, educational/promotional items to distribute at community events, community-based meetings/trainings, daycare providers, etc.
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(V) INDIRECT COSTS JUSTIFICATION		
TOTAL INDIRECT COSTS	78,756	Per CDPH approved ICR

BUDGET SUMMARY
FISCAL YEAR 2015-16

BUDGET
ORIGINAL

BUDGET STATUS
ACTIVE

BALANCE
 0

Program: Agency: SubC:	UNMATCHED FUNDING				AGENCY FUNDS				NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
	TITLE V	(2)	(3)	(4)	BIH - SGF	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(17)
TOTAL FUNDING	%	TITLE V	%	SGF	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/State	%	Combined Fed/State	%	Combined Fed/State	%	Combined Fed/State	%
201633 Riverside		308,785		295,794													
BUDGET TOTALS*	32.82%	308,785	1.35%	12,683	0		54.52%	512,982	11.32%	106,479							

EXPENSE CATEGORY	686,845	191,135	46,799	4,564	8,119	42,279	512,982	106,479
(I) PERSONNEL								
(II) OPERATING EXPENSES								
(III) CAPITAL EXPENDITURES								
(IV) OTHER COSTS								
(V) INDIRECT COSTS								
BUDGET TOTALS*	940,928	308,785	12,683	0			106,479	

TOTAL TITLE V 308,785
TOTAL SGF 295,794
TOTAL TITLE XIX 336,350
TOTAL AGENCY FUNDS -

\$ 940,929 Maximum Amount Payable from State and Federal resources

WE CERTIFY THAT THIS BUDGET HAS BEEN CONSTRUCTED IN COMPLIANCE WITH ALL MCAH ADMINISTRATIVE AND PROGRAM POLICIES.
 MCAH/PROJECT DIRECTOR'S SIGNATURE: *David Stahs* 11/12/15 DATE
 AGENCY FISCAL AGENT'S SIGNATURE: *Isabel Michaelis* 11/12/15 DATE

*These amounts contain local revenue submitted for information and matching purposes. MCAH does not reimburse Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	TITLE V	BIH - SGF	BIH - N	BIH - E	BIH City - N	BIH City - E
(I) PERSONNEL	53,127	53,127	53,124	55,125	53,100	53,102
(II) OPERATING EXPENSES	4,564	4,564	399,232	106,479		
(III) CAPITAL EXPENSES			66,219			
(IV) OTHER COSTS	8,119	8,119	5,252			
(V) INDIRECT COSTS	48,311	48,311	42,279			
Totals for PCA Codes	940,929	308,785	512,982	106,479		

Program: Black Infant Health Agency: 201633 Riverside SubK:		UNMATCHED FUNDING		NON-ENHANCED MATCHING (50/50)		ENHANCED MATCHING (75/25)												
		TITLE V		BIH - N		BIH - E												
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
		TOTAL FUNDING	%	TITLE V	%	SGF	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	%	

(III) OPERATING EXPENSES DETAIL																				
TOTAL OPERATING EXPENSES		117,582	28.44%	46,799	4,564	66,219	71.56%	12,124	7,209	13,772	51.10%	1,375	119	428	104	385	3,636	14,764	17,931	
TRAVEL		16,942	28.44%	4,818			71.56%													
TRAINING		10,074	28.44%	2,865			71.56%													
1	Communication/Telephone Services	26,951	43.80%	11,805	1,375	13,772	51.10%													20.46%
2	Office Equipment Maintenance	8,358	43.00%	3,680	428	4,450	52.00%													19.56%
3	Computer Software Licensing	2,085	43.00%	897	104	1,084	52.00%													19.56%
4	Computer Equipment	7,705	43.00%	3,313	385	4,007	52.00%													19.56%
5	Office Supplies	8,475	42.90%	3,636	432	4,407	52.00%													19.56%
6	Printing, Postage, Document Shredding	34,416	42.90%	14,764	1,721	17,931	52.10%													19.46%
7	Rent/Lease																			
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** Unmatched Operating Expenses are not eligible for Federal matching funds. (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL																				
TOTAL CAPITAL EXPENDITURES																				

(IV) OTHER COSTS DETAIL																				
TOTAL OTHER COSTS		35,911		22,540	6,119	6,252														
SUBCONTRACTS																				
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8																				
OTHER CHARGES																				
1	Client Outreach Materials	14,160	36.25%	5,133	5,487	3,540	25.00%													
2	Educational and Support Materials	14,942	100.00%	14,942																
3	Client Transportation	6,809	36.20%	2,465	2,632	1,712	25.15%													
4																				
5																				
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ORIGINAL BUDGET

Program: Black Infant Health Agency: 201633 Riverside SubC:		UNMATCHED FUNDING				NON-ENHANCED MATCHING (\$0/50)				ENHANCED MATCHING (75/25)						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
TITLE V	%	TITLE V	%	SGF	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	%	
TOTAL FUNDING																
90,590		48,311					72.57%	42,279								
13.00% of Total Personnel Costs (Wages + Fringe Benefits)	53.33%	48,311					46.67%	42,279								

(V) INDIRECT COSTS DETAIL	
TOTAL INDIRECT COSTS	90,590
13.00% of Total Personnel Costs (Wages + Fringe Benefits)	90,590

(I) PERSONNEL DETAIL	
TOTAL PERSONNEL COSTS	696,845
FRINGE BENEFIT RATE 45.00%	216,262
TOTAL WAGES	480,583

INITIALS	TITLE OR CLASSIFICATION	% FTE	ANNUAL SALARY	TOTAL WAGES	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	Per Staff	Total Match
1	HP MCAH Director	5.00%	135,994	6,770	32.90%	2,227														85.0%	67.10%
2	JA MCAH Coordinator	5.00%	120,989	6,049	32.90%	1,990														85.0%	67.10%
3	SB BIH Coordinator	100.00%	120,989	120,989	24.90%	30,126														85.0%	75.00%
4	DM RN/PHN I-V	100.00%	92,981	92,981	25.00%	23,245														85.0%	75.00%
5	AWC Medical Social Worker II	100.00%	69,354	69,354	25.00%	17,339														85.0%	75.00%
6	DH Secretary I	2.00%	57,041	1,141	37.90%	432														85.0%	62.10%
7	LP HEA I/II/III/IV	100.00%	47,489	47,489	35.00%	16,621														85.0%	65.00%
8	DT HEA I/II/III/IV	100.00%	41,645	41,645	35.00%	14,576														85.0%	65.00%
9	RC Administrative Services Asst	5.00%	45,845	2,292	100.00%	2,292														85.0%	75.00%
10	IV Data Entry/OA III	100.00%	36,120	36,120	25.00%	9,030														85.0%	75.00%
11	CP Outreach Liaison/HEA II	100.00%	55,753	55,753	25.00%	13,938														85.0%	75.00%
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Budget:	ORIGINAL
Program:	Black Infant Health
Agency:	201533 Riverside
SubK:	

Version 4.4A-40 Quarterly
Use the following link to access the current AFA webpage and the current base MCF% for your agency:
<http://www.cdph.ca.gov/services/funding/mcah/Pages/FiscalDocuments.aspx>

(I) PERSONNEL DETAIL		BASE MEDI-CAL FACTOR %				85.00%				
TOTALS		7.17	823,601	480,583	216,262.35	PROGRAM	MCF %	MCF Type	Requirements (Click link to view)	Personnel/MCF % Justification Maximum characters = 1024
INITIALS	TITLE OR CLASS.	% FTE	ANNUAL SALARY	TOTAL WAGES	FRINGE BENEFIT RATE %	FRINGE BENEFITS				
1	HP MCAH Director	5.00%	135,394	6,770	45.00%	3,046.50	85.00%	Base		
2	JA MCAH Coordinator	5.00%	120,989	6,049	45.00%	2,722.05	85.00%	Base		
3	SB BIH Coordinator	100.00%	120,989	120,989	45.00%	54,445.05	85.00%	Base		
4	DM RN/PHN I-V	100.00%	92,981	92,981	45.00%	41,841.45	85.00%	Base		
5	AWQ Medical Social Worker II	100.00%	69,354	69,354	45.00%	31,209.30	85.00%	Base		
6	DH Secretary I	2.00%	57,041	1,141	45.00%	513.45	85.00%	Base		
7	LP HEA I/IFHA/GF	100.00%	47,489	47,489	45.00%	21,370.05	85.00%	Base		
8	DT HEA I/IFHA/GF	100.00%	41,645	41,645	45.00%	18,740.25	85.00%	Base		
9	RC Administrative Services Asst.	5.00%	45,845	2,292	45.00%	1,031.40	85.00%	Base		
10	IV Data Entry/OA III	100.00%	36,120	36,120	45.00%	16,254.00	85.00%	Base		
11	CP Outreach Liaison/HEA II	100.00%	55,753	55,753	45.00%	25,088.85	85.00%	Base		
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Budget:	ORIGINAL
Program:	Black Infant Health
Agency:	201533 Riverside
SubK:	

(II) OPERATING EXPENSES JUSTIFICATION

TOTAL OPERATING EXPENSES		117,582	
	TRAVEL	16,942	Employee personal car mileage reimbursement at the current State rate when using their own private vehicle to conduct program activities; County Fleet motor pool expense when using a County vehicle. Related travel costs associated with required BIH trainings/conferences, such as, airfare, lodging, shuttle services, baggage check, meals, etc.
	TRAINING	10,074	Cost related to required and/or recommended trainings for BIH employees, ongoing staff development and/or educational trainings needed to maintain professional skills.
1	Communication/Telephone Services	26,951	The following costs are based on 7.17 FTEs x \$279.63 x 12 months = \$24,059.37, landlines, unlimited wifi, Comet charges, RCIT network, Internet security, dedicated fax lines, etc. Cell phones costs for 6.10 FTEs at \$474.10 x 12 months = \$2,892.
2	Office Equipment Maintenance	2,376	Maintenance fees for multi-function copiers and/or fax machines; and document shredding services at an estimated cost of \$198 x 12 months.
3	Computer Software Licensing	8,558	Cost associated with Microsoft software licensing fees estimated at 7.17 FTEs x \$99.46 x 12 months.
4	Computer Equipment	2,085	Laptop to use at groups 1 x \$2,000 ; one (1) jetpack wifi modems to access online resources 1 x \$85.
5	Office Supplies	7,705	Includes but not limited to, general office supplies, toner/ink cartridges for desktop printers and/or copiers, writing supplies, copy paper, storage totes for supplies, etc.
6	Printing, Postage, Document Shredding	8,475	Printing of client materials, program forms, handouts, etc., and mailing services to support the program. Costs associated with document shredding services.
7	Rent/Lease	34,416	Costs based on the estimated square footage where staff are located at a rate of 7.17 FTEs x 200 sq. ft. x \$2.00 per sq. ft. x 12 months.
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(III) CAPITAL EXPENDITURE JUSTIFICATION

TOTAL CAPITAL EXPENDITURES		
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(IV) OTHER COSTS JUSTIFICATION

TOTAL OTHER COSTS	35,911	
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SUBCONTRACTS		
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Budget:	ORIGINAL
Program:	Black Infant Health
Agency:	201533 Riverside
SubK:	

OTHER CHARGES

1	Client Outreach Materials	14,160	Materials such as, but not limited to educational DVDs, brochures/pamphlets, promotional items to distribute to Medical provider offices, etc. All Client Outreach Materials are for MediCal outreach purposes.
2	Educational and Support Materials	14,942	Outreach items such as, but not limited to promotional items to distribute at community events/group sessions; activity items for children to use during group sessions, such as, toys, crayons, coloring books, puzzles; snacks to serve BIH clients attending group sessions, etc.
3	Client Transportation	6,809	Client transportation costs associated with the purchase of bus passes, cab fair, etc., for clients to attend group sessions and/or assessments.
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(V) INDIRECT COSTS JUSTIFICATION		
TOTAL INDIRECT COSTS	90,590	Per CDPH approved ICR

Exhibit K

**Attestation of Compliance with the
Sexual Health Education Accountability Act of 2007**

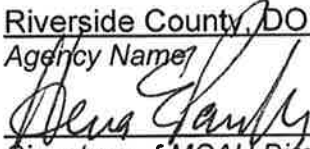
Agency Name: County of Riverside
Agreement/Grant Number: 201533
Compliance Attestation for Fiscal Year: 201533

The Sexual Health Education Accountability Act of 2007 (Health and Safety Code, Sections 151000 – 151003) requires sexual health education programs (programs) that are funded or administered, directly or indirectly, by the State, to be comprehensive and not abstinence-only. Specifically, these statutes require programs to provide information that is medically accurate, current, and objective, in a manner that is age, culturally, and linguistically appropriate for targeted audiences. Programs cannot promote or teach religious doctrine, nor promote or reflect bias (as defined in Section 422.56 of the Penal Code), and may be required to explain the effectiveness of one or more drugs and/or devices approved by the federal Food and Drug Administration for preventing pregnancy and sexually transmitted diseases. Programs directed at minors are additionally required to specify that abstinence is the only certain way to prevent pregnancy and sexually transmitted diseases.

In order to comply with the mandate of Health & Safety Code, Section 151002 (d), the California Department of Public Health (CDPH) Maternal, Child and Adolescent Health (MCAH) Program requires each applicable Agency or Community Based Organization (CBO) contracting with MCAH to submit a signed attestation as a condition of funding. The Attestation of Compliance must be submitted to CDPH/MCAH annually as a required component of the Agreement Funding Application (AFA) Package. By signing this letter the MCAH Director or Adolescent Family Life Program (AFLP) Director (CBOs only) is attesting or "is a witness to the fact that the programs comply with the requirements of the statute". The signatory is responsible for ensuring compliance with the statute. Please note that based on program policies that define them, the Sexual Health Education Act inherently applies to the Black Infant Health Program, AFLP, and the California Home Visiting Program, and may apply to Local MCAH based on local activities.

The undersigned hereby attests that all local MCAH agencies and AFLP CBOs will comply with all applicable provisions of Health and Safety Code, Sections 151000 – 151003 (HS 151000–151003). The undersigned further acknowledges that this Agency is subject to monitoring of compliance with the provisions of HS 151000–151003 and may be subject to contract termination or other appropriate action if it violates any condition of funding, including those enumerated in HS 151000–151003.

Signed

Riverside County, DOPH
Agency Name


Signature of MCAH Director
Signature of AFLP Director (CBOs only)

201533
Agreement/Grant Number
7/27/15
Date

Hermia Parks
Printed Name of MCAH Director
Printed Name of AFLP Director (CBOs only)

Exhibit K

Attestation of Compliance with the Sexual Health Education Accountability Act of 2007

- (b) A sexual health education program that is directed at minors shall comply with all of the criteria in subdivision (a) and shall also comply with both the following requirements:
 - (1) It shall include information that the only certain way to prevent pregnancy is to abstain from sexual intercourse, and that the only certain way to prevent sexually transmitted diseases is to abstain from activities that have been proven to transmit sexually transmitted diseases.
 - (2) If the program is directed toward minors under the age of 12 years, it may, but is not required to, include information otherwise required pursuant to paragraph (7) of subdivision (a).
- (c) A sexual health education program conducted by an outside agency at a publicly funded school shall comply with the requirements of Section 51934 of the Education Code if the program addresses HIV/AIDS and shall comply with Section 51933 of the Education Code if the program addresses pregnancy prevention and sexually transmitted diseases other than HIV/AIDS.
- (d) An applicant for funds to administer a sexual health education program shall attest in writing that its program complies with all conditions of funding, including those enumerated in this section. A publicly funded school receiving only general funds to provide comprehensive sexual health instruction or HIV/AIDS prevention instruction shall not be deemed an applicant for the purposes of this subdivision.
- (e) If the program is conducted by an outside agency at a publicly funded school, the applicant shall indicate in writing how the program fits in with the school's plan to comply fully with the requirements of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act, Chapter 5.6 (commencing with Section 51930) of the Education Code. Notwithstanding Section 47610 of the Education Code, "publicly funded school" includes a charter school for the purposes of this subdivision.
- (f) Monitoring of compliance with this division shall be integrated into the grant monitoring and compliance procedures. If the agency knows that a grantee is not in compliance with this section, the agency shall terminate the contract or take other appropriate action.
- (g) This section shall not be construed to limit the requirements of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act (Chapter 5.6 (commencing with Section 51930) of Part 28 of the Education Code).
- (h) This section shall not apply to one-on-one interactions between a health practitioner and his or her patient in a clinical setting.

151003. This division shall apply only to grants that are funded pursuant to contracts entered into or amended on or after January 1, 2008.