

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



**FROM:** Office on Aging

**SUBMITTAL DATE:**  
February 18, 2014

**SUBJECT:** Grant agreement No. 1407 between SCAN Foundation and the Riverside County Office on Aging, Aging Disability Resource Connection. [District - All] [Total Cost: \$8,000 for 1/1/2014 – 12/31/2015] [100% SCAN Foundation Grant].

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and Authorize Chair of the Board to execute the Grant agreement No. 1407 between SCAN Foundation and the Riverside County Office on Aging, Aging Disability Resource Connection for January 1, 2014 to December 31, 2015.
2. Approve and direct the Auditor-Controller to make budget adjustments as shown in Schedule A.
3. Return two (2) copies of the agreement to Riverside County Office on Aging for processing.

**BACKGROUND:**

**Summary**

SCAN Foundation has awarded Riverside County Office on Aging, Aging and Disability Resource Connection a Grant of \$8,000 to build an effective, statewide social movement toward transforming the state's long-term services and supports system (LTSS). This is a statewide coalition that will allow stakeholders to develop a shared vision and forge a united voice for the reform of California's system of long-term supports and services.

Michele Haddock  
Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 2,000	\$ 4,000	\$ 8,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0	

<b>SOURCE OF FUNDS:</b> 100% SCAN Foundation Grant	<b>Budget Adjustment:</b> Yes
	<b>For Fiscal Year:</b> 2013/14

**C.E.O. RECOMMENDATION:**

APPROVE

BY:   
Lani Sioson

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Benoit, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
 Nays: None  
 Absent: None  
 Date: March 11, 2014  
 xc: Office on Aging, Auditor

Kecia Harper-Ihem  
 Clerk of the Board  
 By:   
 Deputy

Prev. Agn. Ref.: \_\_\_\_\_ District: All \_\_\_\_\_ Agenda Number: \_\_\_\_\_

**3-19**

FISCAL PROCEDURES APPROVED  
 RAUL LANGULO, CPA, AUDITOR-CONTROLLER  
 BY: 2/24/14  
 DATE: 2/24/14  
 Departmental Concurrence  
 FORM APPROVED COUNTY COUNSEL  
 BY: 2/24/14  
 DATE: 2/24/14  
 Neal R. Kipnis

A-30  
 Positions Added  
 Change Order  
 4/5 Vote

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Grant agreement No. 1407 between SCAN Foundation and the Riverside County Office on Aging, Aging Disability Resource Connection. [District - All] [Total Cost: \$8,000 for 1/1/2014 – 12/31/2015] [100% SCAN Foundation Grant].

**DATE:** February 18, 2014

**PAGE:** Page 2 of 3

**BACKGROUND:**

**Summary (continued)**

This agreement and participation in regional meetings for collaborative planning will be effective from January 1, 2014 to December 31, 2015 with the Riverside County Office on Aging, Aging and Disability Resource Connection.

**Impact on Citizens and Businesses**

It is anticipated that providing regional representation to this coalition will allow the needs of the citizens of Riverside County to be included in statewide policy discussions for the building of an effective LTSS system for Older Californian's.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

FY2013/2014	\$	2,000
FY2014/2015	\$	4,000
FY2015/2016	\$	2,000
	\$	8,000

**ATTACHMENTS (if needed, in this order):**

**A. BUDGET ADJUSTMENT**

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** Grant agreement No. 1407 between SCAN Foundation and the Riverside County Office on Aging,  
Aging Disability Resource Connection. [District - All] [Total Cost: \$8,000 for 1/1/2014 – 12/31/2015] [100%  
SCAN Foundation Grant].

**DATE:** February 18, 2014

**PAGE:** Page 3 of 3

**Attachment A**

**Office on Aging  
Schedule A  
FY2013/2014**

**Increase Office on Aging Estimated Revenue:**

21450-5300100000-767140	Fed-Misc. Reimbursement	\$	2,000
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**Increase Office on Aging Appropriation:**

21450-5300100000-520200	Communications	\$	264
21450-5300100000-523700	Office Supplies	\$	60
21450-5300100000-529000	Miscellaneous Travel Expense	\$	1,676
			<hr/>
		\$	2,000

**GRANT AGREEMENT**  
**Grant No.: 14-017**

THIS GRANT AGREEMENT is entered into and made effective as of the 1st day of January 2014 ("Effective Date"), by and between The SCAN Foundation, a California nonprofit public benefit corporation ("Foundation"), and Riverside County Office on Aging, a political subdivision of the County of Riverside, an exempt governmental unit located in the State of California ("Grantee").

This Agreement is made with reference to the following facts:

A. The Foundation is a charitable foundation dedicated to advancing the development of a sustainable continuum of quality care for seniors by elevating long-term care as a state and national priority, developing realistic policy options to establish and finance a comprehensive continuum of quality long-term care, and supporting the dissemination and assessment of promising new program models that could inform and strengthen long-term care policy development.

B. The Grantee possesses extensive knowledge and experience in matters that relate and pertain to the Foundation's charitable mission.

C. The Foundation desires to grant funds to the Grantee and the Grantee desires to use such funds for purposes of furthering the Foundation's charitable mission, upon the terms and subject to the conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the recitals, covenants, conditions and promises herein contained, the parties hereto do hereby agree as follows:

1. Scope of Work. Grantee, in exchange for receiving the grant award from the Foundation, shall perform the project set forth in Exhibit A, attached hereto and incorporated herein by this reference. The grant award is to be used only for the purposes set forth in Exhibit A. Grant funds may not be used to carry out propaganda, or otherwise attempt to influence legislation; to influence the outcome of any specific public election or to carry on directly or indirectly any voter registration drive; to make any grants that do not comply with the rules for individual grants and organizational grants in Section 4945 of the Internal Revenue Code; to undertake any activity for a non-charitable purpose; or for any other illegal or other purpose that conflicts with the Foundation's charitable mission.

Operational implementation of the Grant is the sole responsibility of the Grantee. Other than payment of the grant award, it is expressly understood that the Foundation has no obligation to provide other or additional support for this or any other project or purposes.

2. Grant Award Amount. Grantee shall be paid a grant award as set forth in Exhibit B. The payment set forth in Exhibit B is intended to cover all fees and expenses, of

any kind, associated with the project and no payment other than that set forth in Exhibit B shall be made under this Agreement unless agreed to in advance in writing by the parties.

3. Expenditure of Funds and Reconciliation of Actual Expenditures. This grant is to be used in accordance with the Grantee's approved program and budget. Permission to make any major changes in program objectives, implementation strategy, key personnel, or timetable must be requested in writing, and the Foundation's approval obtained before such changes are implemented. Likewise, any changes to any budget line item exceeding 10% or \$1,000 must be requested in writing and be approved in advance by the Foundation. Grantee requests for budget revisions must be received by the assigned Foundation Program Officer at least thirty days prior to the grant end date.

Grantees are encouraged to deposit grant funds in insured interest bearing accounts. Interest funds accrued during the course of the grant may be used to benefit project activities with prior approval of the Foundation.

Any funds (including interest accrued) not expended or committed for the purposes of the grant within the grant period (or any authorized extension of the grant period) must be returned to the Foundation within sixty (60) days of the close of the grant. At the Foundation's discretion, any final award may be reduced to reflect unexpended or uncommitted funds based upon a reconciliation of the Grantee's final expenditure report.

4. Monitoring and Financial Records. The Foundation may monitor and conduct an evaluation of operations under this grant. This may include a visit from Foundation staff and/or advisors to observe the Grantee's program, discuss the program with the Grantee's personnel, and review financial and other records and materials connected with the activities financed by this grant. The Grantee is expected to maintain complete books and records of revenues and expenditures for the project, which should be made available for inspection at reasonable times if deemed necessary by the Foundation. The Foundation, at its expense, will periodically audit a selected number of its grants. Grantee is expected to provide all necessary assistance in connection with any such audit. Records must be kept for at least three (3) years after completion of the grant.

The Grantee shall immediately notify the Foundation in the event that any funding that would impact the Grantee's performance of the project is delayed or changed in any manner. The Grantee shall immediately notify the Foundation in the event that there is any circumstance including, without limitation, the withdrawal, delay, or change of funding by any other source to Grantee that would adversely impact the Grantee's performance the project.

5. IRS Determination. Unless Grantee is a public agency, as a condition of this Agreement, Grantee must provide the Foundation with a copy of the determination letter from the Internal Revenue Service proving its tax-exempt status. The Grantee certifies that the facts supporting Grantee's tax-exempt and public charity status under Sections 501(c)(3) and 509(a) of the Internal Revenue Code ("Code") have not changed since the issuance of the IRS determination letter which was provided to the Foundation and which has not been revoked or amended. The Grantee is not aware of any facts which could result in a change in

its tax-exempt status under Code Sections 501(c)(3) or 509(a) or relevant state law, or the imposition of excise taxes under Code Section 4958, dealing with "intermediate sanctions."

6. Period of the Grant. The grant period shall commence as of the Effective Date and shall continue thereafter until the grant project has been completed and final payment made, unless sooner terminated as provided for herein. Grantee requests for grant period extensions must be received by the assigned Foundation Program Officer at least thirty days prior to the grant end date.

7. Grant Termination. The Foundation may, at its sole option, terminate the grant at any time. Upon such termination, any funds (including interest accrued) not expended or committed for the purposes of the grant prior to such termination must be returned to the Foundation within sixty (60) days.

8. Confidentiality. The parties acknowledge that Grantee, in performing the grant hereunder, may acquire certain Confidential Information (as defined below) relating to the Foundation and its affiliated corporations. Grantee shall not divulge or disclose, without the Foundation's prior written approval, nor use for the benefit of any person or entity other than the Foundation, any Confidential Information that may become known to Grantee by reason of this Agreement or otherwise. Grantee further agrees to prevent its agents and employees from divulging or disclosing any such Confidential Information or from using such Confidential Information for the benefit of any person or entity other than the Foundation.

"Confidential Information" of the Foundation shall include, but not be limited to, any Work Product (as defined below), the existing or future services, products, operations, management, business, financial information, goals, profits, billings, referral, research services, strategies, technology, trademarks, know-how, member lists and objectives of the Foundation or its affiliates, except to the extent that the release of such information was authorized by the Foundation or such information is generally available or known to the public or becomes known to the public through means other than a breach of this Agreement or by any person or entity having an obligation to keep such information confidential. All information which Grantee acquires or becomes acquainted with during the term of this Agreement, whether developed by Grantee or by others, which Grantee has a reasonable basis to believe to be Confidential Information, or which is treated by the Foundation as being Confidential Information, shall be presumed to be Confidential Information.

9. Ownership of Materials. The Foundation is commissioning this work for its purposes. The Foundation shall own all right, title and interest (including, but not limited to, patent rights, copyrights, trade secret rights, trademark rights and all other intellectual and industrial property rights of any sort throughout the world) relating to any and all inventions, improvements, discoveries, works of authorship, designations, designs, know-how, ideas and information made or conceived or reduced to practice, in whole or in part, by Grantee in connection with the grant (collectively, "Work Product") and shall promptly disclose and provide all Work Product to the Foundation. All Work Product shall be considered

Confidential Information for purposes of this Agreement. All Work Product, whether completed or not, will be promptly given to the Foundation upon the termination of the Agreement or upon the Foundation's request and the Grantee shall not use or retain any of copies of the Work product.

Grantee hereby makes all assignments necessary to accomplish the foregoing ownership of Work Product by the Foundation. Grantee shall assist the Foundation, at the Foundation's expense, to further evidence, record and perfect such assignments, and to perfect, obtain, maintain, enforce, and defend any rights assigned. Grantee hereby irrevocably designates and appoints the Foundation as its agents and attorneys-in-fact to act for and in Grantee's behalf to execute and file any document and to do all other lawfully permitted acts to further the foregoing with the same legal force and effect as if executed by Grantee.

The Grantee and the Foundation shall cooperate with each other as may be necessary to further evidence, record and perfect such joint ownership of the Work Product and to apply for, obtain, maintain, protect, enforce, and defend the intellectual, proprietary and industrial rights in the Work Product, which includes, without limitation, protecting the confidentiality of the Work Product that the parties mutually agree should be kept confidential.

10. Independent Contractor. Grantee is an independent contractor, and nothing herein shall be construed to create an employment, joint employment, partnership, joint venture, agency, or any other kind of relationship between Grantee and the Foundation. In no event shall Grantee or its employees, independent contractors, or agents, if any, be considered employees of the Foundation. Grantee shall not have, nor shall Grantee claim or imply that Grantee has, any authority to enter into any obligation on behalf of, or binding upon, the Foundation. Grantee is an independent contractor and is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including, but not limited to, workers' compensation insurance; and Grantee agrees to defend, indemnify and hold the Foundation harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of (i) an alleged failure by Grantee to satisfy any such obligations or any other obligation (under this Agreement or otherwise) or (ii) any other action or inaction of Grantee with respect to its employees, independent contractors, or agents. Grantee and its employees are not eligible for, and shall not participate in, any employee pension, health, welfare, or other fringe benefit plan, of the Foundation.

11. Indemnification. Each party hereby covenants and agrees to protect, defend, indemnify and hold harmless the other party, its present, former and future legal representatives, board members, directors, employees, agents, officers, trustees, affiliates and assigns, and each of them from and against any claim, loss, damage, cost, expense or liability, including, but not limited to, attorneys' fees, including allocated cost of in-house counsel, arising out of or related to the performance or nonperformance by the indemnifying party of any obligations to be performed under this Agreement or the indemnifying party's breach of any warranties hereunder.

12. Acknowledgement and Publicity. The Foundation will oversee dissemination of final research and any resulting publicity activities. The Foundation will send publicity material to the Grantee for final review and approval and will also provide the Grantee copies of the final product. In particular, no press releases or media advisories shall be issued regarding grant-funded projects without the prior review and approval by the assigned Foundation program officer. Media advisories and/or press releases must be submitted to the Foundation's communications team for review and approval a minimum of one week prior to expected publication. Grantee shall not use the Foundation's name in any sales or marketing publication or advertisement, without the prior written consent of the Foundation.

Notwithstanding the foregoing, any publication produced as a result this grant, including press releases, commissioned works and publications must include an acknowledgment of the Foundation that reads: "Supported by a grant from The SCAN Foundation. The SCAN Foundation is dedicated to creating a society in which seniors receive medical treatment and human services that are integrated in the setting most appropriate to their needs. For more information, please visit [www.TheSCANFoundation.org](http://www.TheSCANFoundation.org)." If the Foundation publishes material resulting from this project, either in print or electronically, appropriate acknowledgment of the Grantee will be included.

Grantee shall ensure that any employees, subcontractors or consultants approved to work on this Grant comply with the provisions of this paragraph including, but not limited to, ensuring that the terms of this provision are included in any contract Grantee may have with any subcontractor or consultant approved to work on this Grant.

13. Enforcement. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration, before an experienced arbitrator licensed to practice law in California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association (the "Association") in Los Angeles, California. The arbitration decision shall be final and binding upon the parties and may be entered as a judgment in any court of competent jurisdiction. In addition to the award of any other remedy or relief, the prevailing party in any such arbitration proceeding shall be entitled to his or its reasonable attorneys' fees and costs (including, without limitation, arbitrators' fees, Association fees and related fees) incurred in connection with such proceeding.

14. Notices. All notices, requests or consents required or permitted under this Agreement shall be in writing and shall be given to the other party by personal delivery, overnight delivery, or regular certified mail, sent to such party's address as is set forth below such party's signature hereto or to any other address as any party to whom notice is to be given may have previously furnished to the other as set forth in this provision. Each such notice, request or consent shall be deemed effective upon receipt.



15. General Provisions.

a. Assignment. Neither party shall assign nor delegate all or any part of this Agreement to any person or entity without the prior written consent of the other party; except, however, the parties acknowledge and agree that the Foundation may assign and/or delegate its rights and duties under this Agreement, in part or in whole, to any of its affiliated or subsidiary or other entities without the prior consent of Grantee. Notwithstanding the foregoing, this Agreement shall inure to the benefit of, and be binding upon, the respective successors and assigns of the respective parties hereto.

b. Survival. The obligations set forth in Sections 4, 8, 9, 10, 11, 12, and 13 and the remedies set forth for breach of this Agreement shall survive the termination of this Agreement.

c. Severability. In the event that any provision of this Agreement shall be determined to be illegal or unenforceable, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement shall otherwise remain in full force and effect and enforceable.

d. Waiver. The failure of either party to enforce its rights under this Agreement at any time for any period shall not be construed as a waiver of such rights.

e. Remedy. It is acknowledged and agreed that all Confidential Information and Work Product represents a unique intellectual product of the Foundation and that any breach of Sections 8 and 9 of this Agreement would have a detrimental impact on the Foundation; that the damages resulting from said detrimental impact would be difficult to ascertain but would result in irreparable harm and would require a multiplicity of actions at law and in equity in order to seek redress. Given the foregoing, it is agreed that the Foundation shall be entitled to equitable relief in preventing a breach of this Agreement and that such equitable relief is in addition to any other rights or remedies available to the Foundation.

f. Governing Law. This Agreement has been executed and delivered in, and shall be governed by and construed in accordance with the substantive laws of the State of California.

g. Jurisdiction. The parties hereto mutually consent and submit to the jurisdiction of any state or federal court of competent jurisdiction located in Los Angeles County, State of California, in any action or proceeding arising out of or relating in any manner to this Agreement.

h. Entire Agreement. This Agreement (including the exhibits and schedules hereto, each of which is incorporated herein and made a part of this Agreement) constitutes the entire agreement and understanding of the parties hereto and terminates and supersedes any and all prior agreements, arrangements and understandings, both oral and written, express or implied, between the parties hereto concerning the subject matter of this Agreement.

i. Amendment. No waiver, amendment, modification or change of any provision of this Agreement shall be effective unless and until made in writing and signed by all of the parties hereto.

j. Headings. Headings herein are provided for reference only and shall in no way affect interpretation of the Agreement.

k. Right to Contract. Each party hereto represents to the other that it is authorized to enter into this Agreement and that the exercise of the rights granted to the other party hereunder will not conflict with any commitments or agreements previously entered into between the party so representing and any other party. Grantee further represents that it has the corporate power and any regulatory approvals necessary to accept the grant and conduct the project.

l. Signatures. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement. In the event that any signature is delivered by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such ".pdf" signature page were an original thereof.

**EXECUTION PAGE TO FOLLOW**

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the Effective Date first written above.

COMPANY:

THE SCAN FOUNDATION

By:  3/17/14

Bruce Chernof, M.D.

Its: President and Chief Executive Officer

Address for Notices:

The SCAN Foundation  
3800 Kilroy Airport Way, Suite 400  
Long Beach, CA 90806

Attention: Karen Scheboth  
Director of Grants Administration  
Email: [KScheboth@TheSCANFoundation.org](mailto:KScheboth@TheSCANFoundation.org)  
Phone: (562) 308-2864  
Facsimile: (562) 308-2707

CONSULTANT:

RIVERSIDE OFFICE ON AGING

ATTEST:

KECIA HARPER-IHEM, Clerk

By:   
DEPUTY

By:  **JEFF STONE**

Its: CHAIRMAN, BOARD OF SUPERVISORS

Tax ID No.: \_\_\_\_\_


Address for Notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FACSIMILE: \_\_\_\_\_

FORM APPROVED COUNTY COUNSEL

BY:   
NEAL R. KIPNIS DATE 2/24/14

**EXHIBIT A**  
**Scope of Project and Reporting**

1. Scope of Project. The purposes of the grant are as follows:

**GOAL STATEMENT:** Advance public policy consensus among California stakeholders and policymakers around the financing and delivery of long-term services and supports for California residents.

To further this purpose, Grantee shall achieve the following objectives:

<b>PART A - OBJECTIVE 1:</b> Participate in collective action to develop a shared vision and forge a united voice for the reform of California's system of long-term supports and services (LTSS).		
<b>ACTIVITIES/TASKS</b>	<b>TIMELINE</b>	<b>OUTPUTS (Tangible products that result from a program's activities or tasks)</b>
1.1 Participate in orientation call	By February 28, 2014	At least one selected coalition representative will participate, as well as any person directly involved in reporting for this grant.
<i>Status:</i>		
1.2 Participate in monthly conference calls	Monthly (Jan 2014-December 2015)	At least two selected coalition representatives – FROM DIFFERENT MEMBERSHIP ORGANIZATIONS – will participate on each call.
<i>Status:</i>		
1.3 Minutes from the Part A monthly conference call will be shared with local/regional coalition members on a regular basis.	Ongoing (Jan 2014-December 2015)	Meeting minutes demonstrating that the Part A call summaries have been shared with the entire local/regional coalition membership submitted to TSF with quarterly report (as an attachment).
<i>Status:</i>		
1.4 Attend four in-person state or regional convenings.	Spring and Fall 2014 and 2015	At least two members of the local/regional coalition – FROM DIFFERENT MEMBERSHIP ORGANIZATIONS – will attend each state or regional convening.
<i>Status:</i>		
1.5 Participate on two COMMUNITY OF CONSTITUENTS CONFERNECE agenda planning committees – Spring 2014 and 2015 or Fall 2014 and 2015	Spring and Fall 2014 and 2015	At least one member of the local/regional coalition will participate in a COMMUNITY OF CONSTITUENTS CONFERNECE agenda planning committee.

The Project Director, the individual directly responsible for developing the project, implementing the project and the project's day-to-day supervision is:

**Renee Dar-Khan, ADRC Program Manager**  
**Phone: 951-867-3800**  
**Email: rdarkhan@co.riverside.ca.us**

Any new Project Director shall be approved by the Foundation.

2. Reports/Report Schedule.

Grantee shall report to the Foundation in writing concerning the status of the grant project, as follows:

Report #	Report Due	Report Type (Interim / Expenditure / Evaluation)
1	April 15, 2014 (Jan-Mar)	Interim & Expenditure
2	July 15, 2014 (Apr-Jun)	Interim & Expenditure
3	October 15, 2014 (Jul-Sep)	Interim & Expenditure
4	January 15, 2015 (Oct-Dec)	Interim & Expenditure
5	April 15, 2015 (Jan-Mar)	Interim & Expenditure
6	July 15, 2015 (Apr-Jun)	Interim & Expenditure
7	October 15, 2015 (Jul-Sep)	Interim & Expenditure
8/Final	January 15, 2016 (Oct-Dec)	Interim & Expenditure & Evaluation

The Foundation uses a web-based grants management system (CyberGrants) for the submission of required reports. Grantee will receive an orientation on the Foundation's grants administration, including the electronic submission of reports. The TSF Grant Administration Guide provides additional information on report submission.

Interim reports are narrative and must include project progress to date and any related project activities. Expenditure reports must include a summary of expenditures for the period covered by the report, consistent with the approved project budgets. Evaluation reports, which are required at the end of the project period, must reflect all grant-related activities and project results throughout the entire project period, with a focus on the evaluation of the project outcomes. The Foundation shall provide, in response to such reports, any project guidance that the Foundation deems appropriate.

Final reports are required as a condition of payment of the grant award. The final reports must be comprehensive and include: 1) a summary of the project objectives; 2) accomplishments toward achieving those objectives and any changes made during the course of the project in the strategy for accomplishing them; 3) problems that may have encountered and

how they were resolved; and 4) a complete financial statement showing all grant funds received and expended. In the case of multi-year grants, the final financial report need only report on expenditures from the last reporting period through the end of the grant period.

Additionally, more frequent communications with the assigned Program Officer may be requested through additional, monthly reports, regular conference calls or e-mail updates. (These are to be determined at the discretion of the Program Officer.)

For problems with the grants management system, please contact:

Karen Scheboth  
Director of Grants Administration  
562-308-2864  
[KScheboth@TheSCANFoundation.org](mailto:KScheboth@TheSCANFoundation.org)

**EXHIBIT B**  
**Grant Award and Payment**

Excluding any reduction for unused or uncommitted funds, the Grantee shall receive the following grant award:

<b>Payment #</b>	<b>Due Date</b>	<b>Time of Payment</b>	<b>Percentage</b>	<b>Amount Due</b>
1	May 2014	Approval of Report #1	75%	6,000
2	February 2016	Approval of Final Reports	25%	2,000
<b>TOTAL</b>				<b>\$8,000</b>

Payments are contingent upon satisfactory accomplishment of milestones.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

The budget for the grant is as follows:\*

**PART A**

Project Period*: January 1, 2014 through December 31, 2015		PROJECT EXPENSES					
Direct Personnel Costs					FUNDING		
Personnel Year 1	Annual Base Salary	Calendar Months	% of Effort	Fringe Benefit %	Total Project Budget	In Kind Support*	Requested Funding
Reneé Dar-Khan	\$76,488.00	12	3%	39%	\$3,189.55	\$3,189.55	(\$0.00)
					\$0.00		\$0.00
					\$0.00		\$0.00
					\$0.00		\$0.00
					\$0.00		\$0.00
					\$0.00		\$0.00
					\$0.00		\$0.00
					\$0.00		\$0.00
<b>Total Personnel Year 1</b>	<b>\$76,488.00</b>				<b>\$3,189.55</b>	<b>\$3,189.55</b>	<b>(\$0.00)</b>
Personnel Year 2	Annual Base Salary	Calendar Months	% of Effort	Fringe Benefit %	Total Project Budget	In Kind Support*	Requested Funding
Reneé Dar-Khan	\$76,488.00	12	3%	39%	\$3,189.55	\$3,189.55	(\$0.00)
					\$0.00		\$0.00
					\$0.00		\$0.00
<b>Total Personnel Year 2</b>	<b>\$76,488.00</b>				<b>\$3,189.55</b>	<b>\$3,189.55</b>	<b>(\$0.00)</b>
<b>SUBTOTAL PERSONNEL</b>					<b>\$6,379.10</b>	<b>\$6,379.10</b>	<b>(\$0.00)</b>
Other Direct Costs January 1, 2014 through December 31, 2015					Total Project Budget	In Kind Support*	Requested Funding
Supplies/Office Expenses					\$240.00		\$240.00
Communications					\$1,057.00		\$1,057.00
Travel					\$6,703.00		\$6,703.00
Meeting Expenses							\$0.00
Equipment							\$0.00
							\$0.00
							\$0.00
<b>SUBTOTAL OTHER DIRECT COSTS</b>					<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$8,000.00</b>
Allocated Indirect Costs & Outside Serv January 1, 2014 through December 31, 2015					Total Project Budget	In Kind Support*	Requested Funding
Rent							\$0.00
Subcontracts							\$0.00
Consultants							\$0.00
Insurance							\$0.00
							\$0.00
							\$0.00
<b>Subtotal Allocated Indirect Costs</b>					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Indirect Cost Calculation (12% maximum) January 1, 2014 through December 31, 2015					Total Direct Costs	IDC Rate (%)	Calculated Indirect Costs**
					\$8,000.00		\$0.00
<b>TOTAL BUDGET</b>							<b>\$8,000.00</b>

\* If so specified above, this grant assumes in-kind funding from third party sources. In-kind funding from third party sources shall not be adjusted unless otherwise agreed to in writing by the parties.