

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



**ITEM: 3.21
(ID # 21744)**

MEETING DATE:
Tuesday, May 02, 2023

FROM : OFFICE ON AGING:

SUBJECT: OFFICE ON AGING: Ratify and Approve the Grant Agreement awarded by Senior Care Action Network (SCAN) Health Plan for Emergency Assistance to Adults aged 55 and over, for the period of April 1, 2023 - March 31, 2024; and Authorize the Director of Office on Aging to Accept Future Grant Funding and Execute Related Agreements and Amendments; All Districts. [Total Award: \$25,000 - 100% SCAN Health Plan]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Accept the SCAN Health Plan Grant awarded by SCAN Health Plan, in the amount of \$25,000, for Emergency Assistance to adults aged 55 and over, for the period of April 1, 2023 – March 31, 2024 (“Grant”);
2. Ratify and approve the Grant Agreement with SCAN Health Plan for Emergency Assistance to adults aged 55 and over, for a total aggregate amount of \$25,000 for the period of April 1, 2023 – March 31, 2024, and authorize the Chairman of the Board to sign the Grant Agreement on behalf of the County;

Continued on page 2

ACTION:A-30, Policy

Jewel Lee, Director of Office on Aging

4/21/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: May 2, 2023
xc: OoA

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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STATE OF CALIFORNIA**

RECOMMENDED MOTION: That the Board of Supervisors:

3. Authorize the Riverside County Office on Aging (RCOoA) Director, or Designee, and as approved as to form by County Counsel, to:
 - a. Take all necessary steps to administer the Grant and sign any other forms, certifications, assurances, reports, or other documents related to the Grant and as required by SCAN Health Plan; and
 - b. Sign amendments that make modifications to the scope of work that stay within the intent of the Grant Agreement and or to the compensation provisions that do not exceed the sum total of thirty percent (30%) of the total Grant amount;

4. Authorize the RCOoA Director, or Designee, and as approved as to form by County Counsel, to:
 - c. Apply for future SCAN Health Plan Grant opportunities on an annual basis, and accept grant awards in an amount not to exceed \$50,000 annually;
 - d. Execute related Grant Agreements; and,
 - e. Sign Amendments to Grant Agreements that: (a) make modifications to the scope of work that stay within the intent of the Grant Agreement, and/or (b) make modifications to the compensation provisions to fulfill the requirements of the Grant Agreement, not to exceed the sum total of thirty percent (30%) of the total Grant award;

5. Direct the Clerk of the Board to return three (3) executed copies of the Agreement to RCOoA for further processing.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 6,250	\$ 18,750	\$ 25,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% SCAN Health Plan			Budget Adjustment:	No
			For Fiscal Year:	22-23 - 23/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Senior Care Action Network (SCAN) improves access to the care and services needed for seniors and individuals with disabilities to stay as independent as possible. The SCAN Health Plan Community Giving Grant provides funding for low-income and vulnerable older adults (aged 55 and over) in Riverside County, through the provision of financial assistance for emergency needs. These funds will be utilized to purchase and arrange for a variety of comprehensive services, such as, but not limited to, the following:

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1. **Housing/Utility Assistance:** Assistance with paying a past-due utility bill, rental payment, or a security deposit to obtain rental housing.
2. **Material Aid:** Purchase of critical medical equipment, medical devices, and adaptive devices not covered by other resources.
3. **Assisted Transportation:** Round-trip transportation to access health care.
4. **Nutrition Assistance:** Homebound older adults in need of nutritionally appropriate home delivered meals, but do not meet the traditional eligibility requirements for nutrition funded programs and services.

The collaborative efforts between SCAN and RCOoA will help bridge the gaps between what is required and what is available to support seniors to stay healthy and independent. The RCOoA will continue to educate the community at large on the needs and challenges of older adults to improve services. RCOoA will continue to apply for SCAN Health Plan Grants on an annual basis to enhance collaborative efforts, which will expand access to the care and services needed for seniors and individuals with disabilities in Riverside County. The ongoing partnership with SCAN Health Plan will provide RCOoA an opportunity to secure funding for projects and programs that support the need for emergency services.

Impact on Residents and Businesses

Grant funds will be utilized in accordance with the SCAN Health Plan Community Giving Grant Agreement, for low-income seniors and disabled individuals aged 55 and over. These funds will be utilized to purchase and arrange for a variety of comprehensive services county-wide for at least 50 older adults. In addition, approximately 20% of the funds will be utilized to support housing assistance and access to long and short-term services.

Additional Fiscal Information

There is no impact to the County General Fund and no match requirements are requested for this Grant.

ATTACHMENT:

ATTACHMENT A. SCAN HEALTH PLAN COMMUNITY GIVING GRANT AGREEMENT


Brianna Lontajo, Principal Management Analyst

4/25/2023


Gregg Gu, Chief Deputy County Counsel

4/24/2023

GRANT AGREEMENT

THIS GRANT AGREEMENT is entered into and made effective as of the 1st day of April, 2023 ("Effective Date"), by and between SCAN Health Plan, a California nonprofit public benefit corporation ("SCAN"), and County of Riverside, a political subdivision of the state of California ("Grantee").

This Agreement is made with reference to the following facts:

- A. SCAN's charitable mission is to find innovative ways to enhance seniors' ability to manage their health and to continue to control where and how they live.
- B. The Grantee possesses extensive knowledge and experience in matters that relate and pertain to SCAN's charitable mission.
- C. SCAN desires to grant funds to the Grantee and the Grantee desires to use such funds for purposes of furthering SCAN'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 Project. Grantee, in exchange for receiving the grant award from SCAN, 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 SCAN'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 SCAN 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 A. The payment set forth in Exhibit A 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 A 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 SCAN's approval obtained before such changes are implemented.

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 SCAN within sixty (60) days of the close of the grant. At SCAN'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. SCAN may monitor and conduct an evaluation of operations under this grant. This may include a visit from SCAN 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 SCAN. SCAN, at its expense, may 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 or any longer period required by law.

5. IRS Determination. Unless Grantee is a public agency, as a condition of this Agreement, Grantee must provide SCAN 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 SCAN 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, unless sooner terminated as provided for herein.

7. Grant Termination. SCAN 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 SCAN 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 SCAN and its affiliated corporations. Grantee shall not divulge or disclose, without SCAN's prior written approval, nor use for the benefit of any person or entity other than SCAN, 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 SCAN.

"Confidential Information" of SCAN 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 SCAN or its affiliates, except to the extent that the release of such information was authorized by SCAN 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 SCAN as being Confidential Information, shall be presumed to be Confidential Information.

9. Ownership of Materials. SCAN and Grantee shall own jointly, with no duty to account or other restriction, any and all inventions, improvements, discoveries, works of authorship, trademarks, trade names, designs, know-how, ideas and information created, made or conceived or reduced to practice, by Grantee using the Grant funds (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) (collectively, "Work Product"). From time to time, but no less frequently than once each calendar quarter, Grantee shall provide copies of documents disclosing the Work Product to SCAN. Notwithstanding the foregoing, the parties agree that any profit realized from the sale or other use of any of the Work Products shall be used in a manner consistent with SCAN's charitable mission.

If the Work Product embodies or incorporates any inventions, improvements, discoveries, works of authorship, trademarks, trade names, designs, know-how, ideas and information made or conceived or reduced to practice (or any patent rights, copyrights, trade secret rights, trademark rights or any other intellectual and industrial property rights) owned by either party that were created, made, conceived, or reduced to practice prior to the date of this Agreement (collectively, the "Embodied Pre-Existing Materials"), the Embodied Pre-Existing Materials shall, as between the parties, remain the sole property of the party that owns the Embodied Pre-Existing Materials, provided, however, that each party shall be deemed to have granted to the other party a non-exclusive, perpetual, royalty-free, non-terminable license, with a right to assign and sublicense, to use the Embodied Pre-Existing Materials solely to the extent necessary to enable the licensed party to exercise its rights as joint owner of the Work Product.

The Grantee and SCAN 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 SCAN. In no event shall Grantee or its employees, independent contractors, or agents, if any, be considered employees of SCAN. 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, SCAN. 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 SCAN 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 SCAN.

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. SCAN will oversee dissemination of final research and any resulting publicity activities. SCAN will send publicity material to the Grantee for final review and approval and will also provide the Grantee copies of the final product. If SCAN publishes material resulting from this project, either in print or electronically, appropriate acknowledgment of the Grantee will be included. The Grantee shall not issue a press release or any other publication regarding this grant or the resulting published material without the prior review and approval of the text by SCAN. Grantee shall not use and shall keep its employees and agents from using SCAN's name in any sales or marketing publication or advertisement, without the prior written consent of SCAN.

Notwithstanding the foregoing, any publication produced by the Grantee that refers or results from this grant should include an acknowledgment of SCAN that reads: "Supported by a grant from SCAN Health Plan, based in Long Beach, California. SCAN is a nonprofit public benefit corporation dedicated to finding innovative ways to enhance seniors' ability to manage their health and to continue to control where and how they live."

13. 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 SCAN 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 SCAN and that any breach of Sections 8 and 9 of this Agreement would have a detrimental impact on SCAN; 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 SCAN 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 SCAN.

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.

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

SCAN:

SCAN Health Plan

By: 
(Signature)

Purnima Batra
(Print name)

Its: CMO

Date: 4/4/2023

Address for Notices:

SCAN Health Plan
3800 Kilroy Airport Way, Suite 400
Long Beach, CA 90806
Attention: General Counsel
Facsimile: (562) 989-5200

GRANTEE:

County of Riverside

APPROVED AS TO FORM:

By: Esen Sainz
(Signature)

County Counsel: _____
Esen Sainz Deputy County Counsel
(Print name)

Date: Apr 17, 2023

ATTEST:
KIMBERLY A. RECTOR, Clerk

By: 
DEPUTY

County of Riverside, Board of Supervisors

By: 
(Signature)

Kevin Jeffries
(Print name)

Its: Chairman, Riverside County Board of Supervisors

Date: 5/2/23

Tax ID No.: 95-6000930

Address for Notices:

3610 Central Ave., Suite 102, Riverside, CA 92506

Telephone: 877-923-4100

EXHIBIT A
Scope of Project and Payment

I. SCAN Health Plan's Charitable Giving mission is to find innovative ways to enhance seniors' ability to manage their health and to continue to control where and how they live. SCAN Health Plan's Emergency Assistance (EA) Fund is focused on meeting basic needs such as nutrition, shelter, health and socialization, and on enhancing an individual's ability to remain independent in their own community. The purpose of this Grant is to assist low income and vulnerable older adults live independently in the community through the provision of financial assistance for emergency needs.

This grant provides a one-time lump sum payment to Grantee for Grantee to establish and/or support an Emergency Assistance Fund to provide financial support to older adults (55 and over) faced with unexpected expenses. The Emergency Assistance Fund can be used for purchase of service or equipment, as described below.

Emergency Assistance Fund Aid Categories:

1. Transportation
2. Food Assistance
3. Respite
4. Housing Assistance
5. Adult Day Care Programs
6. Utility Payment
7. Adaptive devices, such as ramps, bath benches and grab bars
8. Home repairs
9. Support for other basic necessities.

Emergency Assistance Fund- Limitation and Restrictions:

1. Funding must be utilized for the provision of an Emergency Assistance Fund providing financial support to older adults (age 55+) in emergency situations.
2. The maximum amount per client per year is \$750.00. *Note: Assistance may be requested by the recipient in more than one category of aid.*
3. Funds shall not be distributed directly to a recipient. Goods and/or services will be arranged and paid for directly by the organization.
4. No more than 10% of funds may be used for caregivers under the age of 55.
5. No more than 10% of funds can be used for individuals residing in long term care facilities such as nursing homes and RCFE's.
6. No more than 10% of funds can go towards administrative costs.
7. The funding shall not be used to support personnel.

II. Aging and Disability Resource Connection (ADRC) Support for Immediate Health Needs - Scope of Project

A. Project Description:

SCAN funding will provide approximately 50 older adults age (55+) with emergency assistance supports. The project will benefit low-income older adults in Riverside County, with an estimated 20% of funds to assist housing insecure older adults. Based on call center data, the anticipated top areas of need will include the following:

- **Housing/Utility Assistance:** Assistance paying a past-due utility bill, rental payment, or a security deposit to obtain rental housing.
- **Material Aid:** Purchase of critical durable medical equipment, medical devices, and adaptive devices not covered by other sources.
- **Assisted Transportation:** Round trip transportation to access health care.
- **Nutrition Assistance:** Homebound older adults (age 55+ to under 60) in need of nutritionally appropriate home delivered meals, but do not meet the age requirement of 60+.

B. Project Activities:

Since 2008, RCOoA has served as Riverside County's designated Aging and Disability Resource Connection (ADRC) site. As the local ADRC, RCOoA aims to deliver a single, coordinated system for individuals seeking reliable information and access to long and short-term services and supports. To achieve this, RCOoA utilizes a person-centered approach, works to reduce barriers to access services, and builds a network of community partnerships that can address a variety of categories of need. By collaborating with a coordinated network of service providers, RCOoA reduces the need for individuals with health concerns to navigate a search for assistance on their own and can reduce the time and effort needed to access care. To lead our department's efforts, RCOoA has a dedicated call center referred to as HelpLink. HelpLink serves as the first point of contact for elderly and disabled individuals seeking assistance, as well as the hub for coordinating with internal programs and community partners. HelpLink staff field calls, assess individuals' eligibility for services, complete referrals, and ensure services were received by conducting follow-up surveys and calls. While a significant share of their responsibilities lies with providing information and referrals for service, HelpLink staff also screen individuals to receive direct assistance through the provision of home delivered meals, transportation, and material aid (e.g., durable medical equipment, medical devices, appliances, furniture). Whether through direct assistance, an internal program referral, or a warm hand-off, our staff ensure that an individual's access to their care they need has improved.

As a designated ADRC site, RCOoA utilizes state and federal funding to link senior and disabled individuals to internal assistance to address short and long-term health needs. Through the ADRC Support for Immediate Health Needs project, RCOoA will be able to assist approximately 100 older adults (55 years of age and older) and caregivers throughout Riverside County, with urgent health-related requests that would typically fall outside of the scope of our capability due to eligibility restrictions imposed by state and federal funds. If awarded grant funding, our project will focus on fulfilling the most requested categories of

need as identified by internal, historical inquiry data for vulnerable older adults in our community.

To monitor our impact, HelpLink staff will track client information, number of engagements, and conduct follow-up calls to measure the success of the assistance provided. Using our online case management software, each individual served will have a dedicated electronic case file which will summarize instances of contact and services received. RCOoA will be able to generate reports on an as-needed basis to track the total number of individuals served, the type of assistance received, and confirm that follow-up calls were conducted. To ensure that the targeted number of individuals served is met, RCOoA will monitor progress against this goal on a quarterly basis and adjust outreach efforts as needed.

C. Grant Period:

April 1, 2023 – March 31, 2024

D. Project Target Population:

Through our project, RCOoA will seek to primarily serve seniors who are low-income and housing insecure. We anticipate that all seniors (100%) who receive assistance will be considered low-income and roughly 20% of those served will be housing insecure.

RCOoA provides supportive services to residents throughout Riverside County, which consists of 28 cities, 65 unincorporated neighborhoods, 12 Native American reservations, and a total population exceeding 2.4 million individuals (per the 2020 U.S. Census). Given the size of the county, RCOoA emphasizes providing information and services to residents of rural and isolated portions of the county whenever possible. RCOoA primarily serves older adults (60+), adults with a disability, and caregivers for older and disabled adults. Residents aged 65 and older make up 14.8% of the total Riverside County population (approximately 363,842 individuals) while 7.4% of the population under 65 identify as a person with a disability (approximately 206,505 individuals).

E. Numbers to be served:

Approx. 50 older adults (age 55+) or caregivers of older adults

F. Project service area/ catchment area to benefit from funding:

Riverside County. Top anticipated zip codes 92543, 92544, 92503, 92586, 92545

III. Grant Reporting and Payment

A. Impact Reports:

In connection with the grant, the grantee shall submit required Impact Reports to report on progress against the goals, objectives and outcomes of the funded project. SCAN Community Giving staff will send separate instructions via email to agency contact that completed the grant application on how to complete the required Impact Reports. The email will include a web link to an online reporting system where grantee can submit the Impact Reports.

Impact Report	Due Date
Reporting Period: 04/01/2023 – 09/30/2023	10/31/2023
Reporting Period: 10/01/2023 – 03/31/2024	04/30/2024

As a condition of the grant award, the Grantee is required to submit two impact report(s). The Impact Report(s) will report progress against the project scope and funding targets as described above. These reports will include both expense-related data, quantitative information about the project's impact and client stories. Grant funds to be used by grantee to carry out program and services describe in the scope work over the grant period.

Site Visit and Technical Assistance:

Grant recipients may receive a site visit or request for a conference call. Site visits and phone calls provide an opportunity for two-way communication between the SCAN Community Giving staff and the award recipient.

Technical assistance will be provided to grantee to ensure the grant recipient is complying with the award agreement. Please direct all grant agreement and project questions to Christine Chow, Community Giving Representative at CChow2@scanhealthplan.com.

Grantee agrees to cooperate with any corrective action required by SCAN to ensure that grant funds are being used appropriately and as described in this Agreement.

2. Payment. Excluding any reduction for unused or uncommitted funds, the Grantee shall receive grant award of Twenty-Five Thousand Dollars (\$25,000) within fifteen (15) business days of full execution of this Agreement.