

1 **FIRST AMENDMENT TO AGREEMENT**

2 THIS FIRST AMENDMENT TO AGREEMENT (hereinafter "Amendment") is made and entered
3 into this ____ day of _____, 2021, by and between the COUNTY OF FRESNO, a Political
4 Subdivision of the State of California (hereinafter "COUNTY"), and Fresno Building Healthy
5 Communities (Fresno BHC), a California non-profit corporation, whose address is 367 North Fresno
6 Street, Fresno, California, 93702 (hereinafter "CONTRACTOR").

7 **WITNESSETH:**

8 WHEREAS, COUNTY and CONTRACTOR entered into Agreement number D-20-524, dated
9 December 28, 2020 (hereinafter "Agreement"), pursuant to which CONTRACTOR agreed to provide
10 equity-focused community health outreach and support services to address the needs of COUNTY's
11 vulnerable populations including immigrants and refugees, agricultural and food process workers,
12 other essential workers and people of color; and

13 WHEREAS CONTRACTOR has provided such services, including through execution and
14 oversight of subcontracts with local community benefit organizations skilled in the provision of such
15 services and possessing unique community ties to vulnerable population groups to advance health
16 equity throughout the pandemic; and

17 WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement in order to
18 extend the length of the Agreement, add the provision of COVID vaccine support, influenza and/or
19 other communicable diseases support services, increase the total compensation amount to
20 accommodate the provision of existing services through December 31, 2021 and the addition of
21 vaccine support services, and to enact certain required federal funding terms and conditions.

22 NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which
23 is hereby acknowledged, COUNTY and CONTRACTOR agree as follows:

- 24 1. That all references to "Exhibit A" in existing COUNTY Agreement number D-20-524
25 shall be changed to read, "Revised Exhibit A", attached hereto and incorporated herein by reference.
26 2. That all references to "Exhibit B" in existing COUNTY Agreement number D-20-524
27 shall be changed to read, "Revised Exhibit B", attached hereto and incorporated herein by reference.
28 3. That Section 3 of the Agreement, located on page 3, lines 15 through 20, is deleted in

1 its entirety and replaced with the following:

2 "3. TERM

3 The term of this Agreement shall be effective December 31, 2020 through and including
4 December 31, 2021."

5 4. That Section 5.B. of the Agreement, located on page 4, line 26 through page 5, line 1 is
6 deleted in its entirety and replaced with the following:

7 "B. In no event shall services performed under this Agreement by CONTRACTOR
8 be in excess of \$ 6,090,965 (Six Million Ninety Thousand Nine Hundred and Sixty-Five Dollars)
9 during the term of this Agreement. It is understood that all expenses incidental to CONTRACTOR's
10 performance of services under this Agreement shall be borne by CONTRACTOR."

11 5. That the following language be inserted in Section 13, page 9, beginning on line 28:

12 "C. In addition, CONTRACTOR shall cooperate and participate with COUNTY's
13 fiscal review process and comply with all final determinations rendered by the COUNTY's fiscal review
14 process. If COUNTY reaches an adverse decision regarding CONTRACTOR's services to consumers,
15 it may result in the disallowance of payment for services rendered; or in additional controls to the
16 delivery of services, or in the termination of this Agreement, at the discretion of COUNTY's Director of
17 Public Health Director or designee. If as a result of COUNTY's fiscal review process a disallowance is
18 discovered due to CONTRACTOR's deficiency, CONTRACTOR shall be financially liable for the
19 amount previously paid by COUNTY to CONTRACTOR and this disallowance will be adjusted from
20 CONTRACTOR's future payments, at the discretion of COUNTY's Director of Public Health or
21 designee. In addition, COUNTY shall have the sole discretion in the determination of fiscal review
22 outcomes, decisions and actions."

23 6. That Section 19.A. of the Agreement, located on page 21, lines 13 through 23 is deleted
24 in its entirety and replaced with the following:

25 "A. COUNTY and CONTRACTOR recognize that CONTRACTOR is a
26 recipient of Federal funds under the terms of this Agreement. By signing this Agreement,
27 CONTRACTOR agrees to comply with applicable Federal suspension and debarment
28 regulations, including but not limited to: 29 CFR 97.35, 29 CFR 1470.35, 41 CFR 105-

1 71.135, and Executive Order 12549. By signing this Agreement, CONTRACTOR attests to
2 the best of its knowledge and belief, that it and its principals:

- 3 1. Are not presently debarred, suspended, proposed for debarment, declared
4 ineligible, or voluntarily excluded by any Federal department or agency; and
- 5 2. Shall not knowingly enter into any covered transaction with an entity or person who
6 is proposed for debarment under Federal regulations, debarred, suspended,
7 declared ineligible, or voluntarily excluded from participation in such transaction.”

8 7. The parties agree that this Amendment may be executed by electronic signature as provided
9 in this section. An “electronic signature” means any symbol or process intended by an individual
10 signing this Amendment to represent their signature, including but not limited to (1) a digital signature;
11 (2) a faxed version of an original handwritten signature; or (3) an electronically scanned and
12 transmitted (for example by PDF document) of a handwritten signature. Each electronic signature
13 affixed or attached to this Amendment (1) is deemed equivalent to a valid original handwritten
14 signature of the person signing this Amendment for all purposes, including but not limited to
15 evidentiary proof in any administrative or judicial proceeding, and (2) has the same force and effect as
16 the valid original handwritten signature of that person. The provisions of this section satisfy the
17 requirements of Civil Code section 1633.5, subdivision (b), in the Uniform Electronic Transaction Act
18 (Civil Code, Division 3, Part 2, Title 2.5, beginning with section 1633.1). Each party using a digital
19 signature represents that it has undertaken and satisfied the requirements of Government Code
20 section 16.5, subdivision (a), paragraphs (1) through (5), and agrees that each other party may rely
21 upon that representation. This Amendment is not conditioned upon the parties conducting the
22 transactions under it by electronic means and either party may sign this Amendment with an original
23 handwritten signature.

24 COUNTY and CONTRACTOR agree that this Amendment is sufficient to amend the
25 Agreement and, that upon execution of this Amendment, the Agreement and this Amendment together
26 shall be considered the Agreement.

27 The Agreement, as hereby amended, is ratified and continued. All provisions, terms,
28 covenants, conditions and promises contained in the Agreement and not amended herein shall remain

1 in full force and effect.


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3 //

4 IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the day and
5 year first hereinabove written.

6

7 **FRESNO BUILDING HEALTHY
8 COMMUNITIES, INC.**

8 

9 _____
(Authorized Signature)

10 Sandra Celedon, President and CEO

11 _____
Print Name & Title

12 PO BOX 7861

13 Fresno, CA 93747

14 _____
Mailing Address

15

16

17

18

19

20 FOR ACCOUNTING USE ONLY:

21 Fund:0001

22 Subclass:10000

23 ORG:56201019; 56201018

24 Account:7295

25

26

27

28

COUNTY OF FRESNO

Steve Brandau, Chairman of the Board of
Supervisors of the County of Fresno

ATTEST:
Bernice E. Seidel
Clerk of the Board of Supervisors
County of Fresno, State of California

By: _____
Deputy

COVID-19 Equity Project: Scope of Work

All Plans submitted for each of the three categories (Health Education and Outreach, Contact Tracing & Medical Investigation, Quarantine Supports) shall be approved by the County of Fresno- Department of Public Health (DPH) prior to implementation. Scope of Work is a continuation from Agreement # D-20-316 with Fresno County EOC thus some planning items have been completed and accepted by DPH.

CATEGORY 1: Health Education and Outreach						
Activity	Activity Name	Description	Responsible Party	County or City of Fresno Division Activity	Deliverables / Milestones	Timeframe
1.1.1	Assess: Language & Cultural Needs	Identify language and cultural needs in the community and organizational/staff capacity in terms of education and outreach	All Partners	County/City	Assessment	July - December
1.1.2	Assess: Testing Needs	Identify through data analysis any targeted geographic or demographic population for testing events and outreach.	CVHPI	County	Ongoing reports of identified targeted populations	July- December

1.2.1.1	<p>Plan: Training/ Curriculum Development</p>	<p>Develop modules on education and outreach to include information on:</p> <ol style="list-style-type: none"> 1. How to be a Promotora 2. COVID19 Transmission 3. Prevention <ol style="list-style-type: none"> a. Social distancing b. Sheltering in Place c. Wearing Masks d. Handwashing 4. Testing 5. Isolate when positive 6. Quarantine 7. Glossary of PHD terms 8. Ongoing training in technology use for COVID-19 related education and outreach, and quarantine supports 	<p>CVHPI Fresno BHC Cultiva la Salud</p>	<p>County initially, then city funds as we evolve the type of training needed</p>	Curriculum	July-September
1.2.1.2	<p>Plan: Training/ Adaptations</p>	<p>Prepare training materials and handouts. Adapt CHW modules for each language/cultural group</p> <ol style="list-style-type: none"> 1. Hmong, Lao, Khmer, Arabic, Slavic 2. Mixteco, Mam, Tlapaneco, Zapoteco, Triqui 3. Punjabi 4. Spanish 5. Swahili (available, but not anticipated) 6. AA cultural adaptation 	<p>CVHPI FIRM CBDIO Jakara Movement Cultiva La Salud</p>	<p>City and County (50/50 split in overall budget, assumption that County funds will be available first, spent first)</p>	Curriculum	August-September

1.2.2.2	<p>Plan: Outreach Testing/ Vaccination Events</p>	<p>Plan how to support Testing & Vaccination Events in the County of Fresno will be determined in consultation with FQHCs, and County-funded testing agencies. This plan is to include one event per week given lab and testing capacity for the County.</p> <p>Finalize plan on logistics for supporting City of Fresno/UCSF mobile testing sites between all agency partners</p>	<p>All Partners</p> <p>FIRM to coordinate all partners</p>	<p>County</p> <p>City</p>	<p>Documented agreement and schedule of events</p> <p>Written plan and agreement</p>	<p>By August 7th, identify county sites with event plan and education materials, all ready to go for the each event. By August 15th conduct first event</p>
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1.2.3	<p>PLAN: Outreach</p>	<p>Outreach Plan Coalition partners will submit a plan to mobilize and deploy teams of Community Health Workers/ Promotoras and other project staff who will utilize a number of approaches in order to conduct health education and outreach activities under the auspices of the project, and in addition influenza, and/or other communicable diseases . The outreach plan will address the cultural, linguistic and literacy needs of targeted audiences in Fresno and Fresno County.</p>	<p>All Partners</p>	<p>County for July-August</p> <p>Modifications September - December City</p>	<p>Outreach Plan from each lead agency (EOC and Fresno BHC)</p> <p>Modified scope of work and budget (EOC and Fresno BHC)</p>	<p>First Draft August 6th</p> <p>Modifications September- November 15th</p>
		<p>Coalition partners will cover the entirety of Fresno County based on each organization's existing reach and capacity, including:</p> <ul style="list-style-type: none"> • City of Fresno, including unincorporated areas within city major boundaries (Calwa, Highway City, Pinedale) • Fresno County small towns & cities • Unincorporated/ rural areas outside of the City of Fresno • FUSD high school feeder patterns & other local school districts 	<p>All Partners</p> <p>All Partners</p> <p>Cultiva La Salud</p> <p>Fresno BHC</p>			

1.2.4.1	Plan: Communications	<p>A communications team of Public Health Department staff and communication leads from each partner organization will convene to plan and coordinate communication strategies.</p> <p>Plan in-language media campaigns with a communications plan within each target populations</p> <ul style="list-style-type: none"> Ethnic TV/Radio/Print limited buys <p>Engage traditional corporate media through:</p> <ul style="list-style-type: none"> Earned media coverage of testing events Project staff spokespersons presentations on English and Spanish media programming <p>Leverage CBO Coverage on Weekly COVID-19 Calls, as well as placement in CBO newsletters and other existing community-based network communication.</p> <p>Plan health education talking points, messages and materials within each target population.</p>	All Partners	City/County (50/50 split for coalition messaging and broad public health info. Actual for targeted events)	Copies of scripts, print messages and collaborative items	July - December
1.2.4.2	Plan: Health Education Materials & Messages		Fresno BHC	City/County 50/50	Talking points, messages and developed materials	July-August Updated Monthly

1.2.4.3	Plan: Field Testing	<p>Method: Organized as small group sessions once new messages and new materials are developed. The focus will be on the effectiveness of messages and materials in conveying information. Are the messages and materials received well and understood by the target audience? This data is to be collected by each organization that is out on the field and data will be collected by CVHPI</p>	<p>Cultiva La Salud CVHPI Fresno BHC FIRM</p>	50/50	Field-testing reports.	Monthly July- December
1.3.1	Implement: Training	<p>CHW/Promotora Initial One Week Training: Ongoing Continuing Education on at least biweekly basis Train-the-Trainer support for lead CHWs at each agency</p>	CVHPI with All Partners	50/50	Sign-in sheets/electronic documentation	<p>Late July/ Early August July- December Late August</p>

1.3.2	Implement: Health Education & Outreach	<p>Conduct health education to target audiences. Include outreach on COVID-19, Influenza and/or other Communicable Diseases, and promotion of testing/vaccination events.</p> <p>Approach 1: High Volume Direct Health Education on Transmission/Prevention- Coalition partners will engage in direct outreach through numerous platforms with a goal of reaching large segments of the underserved population with consistent messaging. This approach will include:</p> <ul style="list-style-type: none"> ● Phonebanking/texting campaigns, direct texting ● Robocalls <ul style="list-style-type: none"> ○ Using existing call lists ○ Through City Phonetrees ● WhatsApp ● Social Media: Facebook, Instagram, and Twitter ● Webinars/Virtual Talks ● Grass roots ambassadors 	<p>All Partners</p> <p>Fresno BHC</p> <p>Cultiva La Salud</p> <p>FIRM</p> <p>Jakara Movement</p> <p>Reading & Beyond</p>	<p>Remote Communications: 50% City and 50% County</p> <p>In Person Outreach: Actuals based on location of event sites</p>	<p>Talking points</p> <ul style="list-style-type: none"> -Messages (Voice and video included) -Contact metrics and tracking by method (number of attempts, contacts, completed conversations by approach) -WhatsApp: Number of members on groups -Social Media: Highest number of shares per month on any post -Webinars and Virtual talks: number of views after 1 month. 	<p>July - December</p> <p>August-December</p>
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		<p>Approach 2: Direct 1:1 & Small Group Engagement with Residents- When necessary and safe, project staff will engage in one-on-one (1:1) conversations with residents, as well as small group/ focus group meetings to disseminate educational content and capture information from the target population related to prevention needs. This is particularly needed in isolated (both linguistically and geographically) communities where a trusted ambassador is best positioned to conduct successful outreach. These will include:</p> <ul style="list-style-type: none"> • In-person outreach • Small group meetings/engage at worksites, community centers, and other community spaces in targeted neighborhoods 	<p>Fresno BHC Cultiva La Salud Jakara Movement FIRM Reading & Beyond</p>	<p>In Person Outreach: Actuals based on location of event sites</p>	<p>Contact metrics and tracking by method</p>	<p>August-December</p>
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		<p>Approach 3: Promotion of Clinics and Testing events- Project staff (with PPE) will promote clinic locations in each local area. Coalition partners will also organize, promote and staff testing events in local communities. Considerations for these activities will include:</p> <ul style="list-style-type: none"> • Leveraging media/communications activities (see activity 1.3.4) • Targeted neighborhood outreach, including phone banking, canvassing & leafletting. 	<p>All Partners</p>	<p>Remote Communications: 50% City and 50% County</p>	<p>Reporting of markets reached</p>	<p>August-December</p>
			<p>All Partners</p>	<p>In Person Outreach: Actuals based on location of event sites</p>	<p>Contact metrics and tracking by method</p>	<p>August-December</p>

	<p>Approach 4: Inter-institutional Cooperation & Collaboration with Project Staff & Local School Districts</p> <p>Project staff will utilize existing inter-institutional relationships in order to bolster outreach and education efforts. This will include:</p> <ul style="list-style-type: none"> • School District partnerships in Fresno USD and throughout the county • School-site partnerships, including principal and parent/community engagement staff collaboration and cooperation with project staff • Formalize partnership with Fresno USD's Parent University to conduct phone-bank outreach to FUSD parents. • Coordinate with rural school districts for education and outreach, specifically the quarantine supports the COVID-19 Equity Project is managing • Collaborate with school districts regarding contact tracing and/or testing education and outreach 	Fresno BHC	In Person Outreach: Actuals based on location of event sites	<p>Agreements with School Districts and FCOE</p> <p>Agreements with School sites</p> <p>Agreements with FUSD Parent University</p> <p>Completed Phone Bank events (# of people reached)</p>	<p>July- August</p> <p>August</p> <p>August-September</p> <p>September-December</p>
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		<p>Approach 5: Inter-institutional Cooperation & Collaboration with Project Staff & African American (AA) owned small businesses (FMBCC)- Project staff will utilize existing inter-institutional relationships with city, county, and state agencies to provide outreach, education, training efforts. This will include:</p> <ul style="list-style-type: none"> • Provide small business education & training to ensure workplace safety, reduce risk to public health, operational stability, local & state compliance, risk mitigation, effectively manage procurement of safety supplies and equipment <p>Approach 6: Continue collaboration with farm workers, small farmers, and farm labor contractors. Support County DPH rural small businesses and agricultural businesses testing, education and outreach</p> <ul style="list-style-type: none"> • Provide PPE to employees as part of outreach efforts when needed 	<p>FIRM Jakara</p>	<p>County 60 percent City 40 percent</p> <p>County 100 percent</p>	<p>Worksite testing events Workshops Phone Webinars 1:1 TA via Video-conferencing</p>	<p>July-December</p> <p>August-December</p>
1.3.3	Implement: Testing Events	Testing Events in the City of Fresno in partnership with UCSF will be conducted up to 7 days per week, with onsite responsibilities rotated between partner organizations depending on the targeted languages and neighborhoods.	FIRM Cultiva La Salud Jakara Movement	In Person Outreach: Actuals based on location of event sites		

1.3.4	Implement: Communications	<p>Testing events in County will be conducted according to plan (activity 1.2.2.2)</p> <p>CHWs will provide information (public health, COVID workers' rights, quarantine supports, other resources) on-site to everyone who comes to test.</p> <p>CHWs provide contact investigation information and assist patient with submitting contact information electronically.</p> <p>Convene communications workgroup regularly and collaborate closely with Leticia Barber (DPH) and Lacey Leonard (UCSF)</p> <p>Promote in ethnic/ linguistic communities in culturally relevant ways</p> <ul style="list-style-type: none"> Ethnic Media outreach such as Radio Bilingue, Univision, Punjabi Radio USA, JusPunjabi TV, Hmong Television, KBIF 900 (Hmong, Lao, Khmer and Arabic Radio shows), Newspapers Earned traditional media coverage of testing events Assess existing response hotline 	<p>Reading & Beyond</p>	City	<p>Number of testing events assisted</p> <p># of people contacted to attend event</p> <p># attendees</p> <p># of people followed up after event</p>	<p>July-December</p> <p>July-December</p> <p>September-December</p>
	FIRM	<p>Jakara Movement</p> <p>CVHPI</p> <p>Fresno BHC</p> <p>Cultiva La Salud</p> <p>All Partners</p>	<p>Remote Communications: 50% City and 50% County</p> <p>Remote Communications: 50% City and 50% County</p> <p>In Person Outreach: Actuals based on location of contact</p>	<p># of Interviews, # of publications</p> <p># of segments devoted to COVID Outreach</p> <p># of views on website after live airing</p> <p># of people served by hotline</p>	<p>July-December</p> <p>July-December</p> <p>August-December</p> <p>September-December</p>	

1.3.5	Implement: Field Testing	<ul style="list-style-type: none"> • Embed Cultural Brokers into the 211 COVID hotline • Launch outreach efforts for 211 COVID hotline 	<p>Each partner organization will organize field testing groups for rapid assessment of newly developed messages and materials.</p> <ol style="list-style-type: none"> 1. Plan focus group and Invite participants. 2. Conduct field tests 3. Compile finding and present to partners. 	<p>CVHPI FIRM Cultiva La Salud Jakara Movement Reading & Beyond</p>	50% City and 50% County	# of field testing groups monthly	Monthly August- December
1.4.1	Evaluate: Training	Effectiveness in training (Is the training we provide to CHWs/CTs building capacity to level needed as demonstrated by need encountered in community?)	CVHPI Cultiva La Salud	50% City and 50% County	CHW/Promotor a training evaluations	August- December	

1.4.2	Evaluate: Communications & Health Education messages and materials	Through a process evaluation, obtain feedback from community members on implementation of dissemination methods of new messages and understanding of messages. This will be done through qualitative data. We will use interview guide and surveys after receiving the messages Two Areas of Evaluation: Understanding of messages (are messages sticking or resulting in impact?) Which methods are most impactful for which audiences (radio, tv, in person, social media, etc)	Fresno BHC CVHPI	50% City and 50% County	Data from Evaluation Meetings with Team leads reported to DPH Ops and UCSF Leadership joint meetings	Monthly August-December
1.4.3	Evaluate: Events/Outreach	Evaluate effectiveness of outreach strategies around: community knowledge of virus, turnout at testing events, follow up	CVHPI FIRM	50% City and 50% County	Focus Groups and Survey Results from invited past participants of outreach	September-December
1.4.4	Evaluate	Evaluate implications for vaccination campaign and develop recommendations for practice	CVHPI	50% City and 50% County	Report to DPH Ops and UCSF Leadership joint meetings	November-December

CATEGORY 2: Contact Tracing & Medical Investigation						
Activity	Activity Name	Description	Responsible Party	County or City of Fresno Division Activity	Deliverables	Timeframe
2.1.1	Assess	<p>Coordinate with County Medical Investigation Team for Contact Tracing efforts</p> <ul style="list-style-type: none"> Identify Data Management needs Identify Appropriate Training modules for Contact Tracing by community members Develop additional qualitative and quantitative data measures for community health workers across CBO's 	CVHPI	County	<p>Meeting minutes</p> <p>Final list of measures to be collected by all CBOs for evaluation purposes</p>	August
2.1.2	Assess	Re-evaluate and modify training for contact tracing modules and testing protocols as they change	CVHPI	County	Updated training modules	Monthly September - December
2.2.1	Plan	<p>Develop basic overview module on <i>Contact Tracing</i> & coordination with Medical Investigation to include information on:</p> <ol style="list-style-type: none"> Contact Tracing Motivational Interviewing Difficult clients County HIPAA training Infection control and prevention 	CVHPI, Fresno BHC	County	Curriculum	By August 15
					5,5,1,1,1 adaptations	September/October

				FIRM, Jakara Movement, Cultiva La Salud					
2.3.1.1	Implement	Adapt modules to 13 languages/cultures to ensure Literacy levels, visuals that are representative of community	CHWs complete internal introductory training to contact tracing (ASTHO, basic customer service/interview skills) Complete County training for contact tracing (County data management systems and processes)	All partners with CTs All partners with CTs	City/County County	Sign In Sheets County certification/ approval	By September 15 By September 30th		
2.3.1.2	Implement	Conduct County-referred contact tracing and investigation Budget is based on July 11th County and City COVID-19 total cases reported over time. Total Cases: 8,282 100% City cases: 4353 53% County cases: 3,929 47% Actual Charges to County will be based on patient's resident address. City of Fresno address will be billed to City of Fresno. All others will be billed to County. Once City of Fresno allocation is fully spent then remainder may be billed to County if funds are remaining in County's budget for CATEGORY 2.	Conduct County-referred contact tracing and investigation Budget is based on July 11th County and City COVID-19 total cases reported over time. Total Cases: 8,282 100% City cases: 4353 53% County cases: 3,929 47% Actual Charges to County will be based on patient's resident address. City of Fresno address will be billed to City of Fresno. All others will be billed to County. Once City of Fresno allocation is fully spent then remainder may be billed to County if funds are remaining in County's budget for CATEGORY 2.	All partners with CTs	City/County based on location of patient address Budget assumed 53% City and 47% County	REDCap or CalREDIE	September - December		

2.3.1.3	Implement	Conduct ongoing Continuing Education as contact tracing training and protocols adapt	CVHPI with all trained CTs	County	Sign In Sheets	October - December
2.4.1	Evaluate	<p>Monthly evaluations until December to include</p> <ol style="list-style-type: none"> 1. Number of people reached for contact tracing 2. Average time it is taking to conduct investigation 3. Questions people are asking beyond contact tracing related questions, including identification of other unmet needs 4. Qualitative data about knowledge gaps of CTs 	CVHPI All Teams provide information to CVHPI	City/County 50/50	Notes from monthly meetings	Monthly

CATEGORY 3: Quarantine Supports						
Activity	Activity Name	Description	Responsible Party	Metropolitan Cities/County Division	Deliverables	Timeframe
3.1.1	Assess Needs	<p>Assess needs of presumed or confirmed COVID19 positive community members and their families.</p> <ol style="list-style-type: none"> 1. Wage replacement 2. Housing/Quarantine site 3. Utilities 4. Access to healthcare and treatment 5. Food Assistance 6. Childcare or Eldercare 7. Education needs of students in home 8. Provide PPE to individuals as needed 9. Provide transportation <p>There will be an ongoing assessment on the total funds allocated and the need between city and county.</p>	All Partners	<p>County – Funds will be distributed to the vulnerable population in Fresno County. Priority for funding will be in the rural cities, unincorporated areas (e.g. Cantua Creek, Del Rey, Five Points, Calwa), and disadvantaged areas within metropolitan cities.</p>	Quarantine Assessment	July-August
3.2.1	Plan: Payment Arrangements	<p>Develop a standardized process for requests and distribution of quarantine supports for all CBOs. Process must be standardized amongst all agencies distributing funds. All agencies must use the same database tracking for all clients to ensure there is not a duplicate disbursement for the same</p>	Fresno BHC	County	<p>Invoices for payments with supporting documentation. Monthly map demonstrating location of distributions of patient/household address.</p>	August-December

3.2.2	Plan: Referrals	patient/household. Allow for multiple families living within one household.	All Partners	County	Resource map	September		
3.3.1	Implement: Quarantine Supports	Develop process for referrals to complementary resources and services. Track across all agencies in a single database or comparable that will allow reporting of unique individuals being served. Distribute to index cases and close contacts County will work with Contractors to develop screening form and methodology for distribution of funds	Fresno BHC	County	# of patients/house holds that have received funds	September-December		
3.3.2	Implement: Follow-up and Wellness Checks	Assess if index case and contacts have received resources and referrals.	All Partners	County	Report of follow-up calls	September-December		

3.4.1	Evaluate	Evaluate monthly in terms of equitable distribution, impact, and level of funding utilized out of the whole. We will be re-evaluating need from geographic region, to amounts being distributed, to budget for isolation/quarantine.	CVHPI	County	Monthly Meeting Oral Report to DPH Ops	Monthly September-December
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**Immigrant Refugee Coalition
COVID-19 Equity Project Budget
December 31, 2020 - December 31, 2021**

	Budget
<i>Personnel</i>	
President & CEO	36,546
Chief Learning Officer	29,402
Executive Admin Assistant	17,164
Communications Specialist	21,199
Project Director	24,181
Project Manager	45,451
Project Specialist	44,304
Project Assistant	42,166
Data Manager	52,038
Compliance Manager	46,982
Community Health Worker/Contact Tracer	202,419
Personnel Sub-Total	561,852
<i>Fringe</i>	179,793
Total Personnel	741,645
<i>Operating Costs</i>	
Travel & Mileage	5,480
Communications	6,190
Office Expenses	6,300
Conference, Meeting, Event	92,500
Database, Software & Subscriptions	6,209
Printing & Copying	40,000
Quarantine Supports	937,200
Total Operating	1,093,879
Direct Costs	1,835,524
Indirect Costs @ 10%	183,552
Total Direct and Indirect	2,019,076
<i>Other Costs (not included in indirect)</i>	
Legal/Professional Services	110,307
Coalition Marketing, Comms, & Graphic Design Services	50,000
CVHPI	548,746
Cultiva La Salud	1,201,311
FIRM	892,414
Jakara Movement	643,820
Reading & Beyond	625,291
Other Costs Subtotal	4,071,889
Grand Total	6,090,965