H7

LASSEN COUNTY
Health and Social Services Agency

☐ **HSS Administration**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8128

☐ **Public Guardian/Administrator**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8337

☐ **Housing & Grants**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8309

☐ **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251 - 8108

☒ **Public Health**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8183

☐ **Community Social Services**
1400 Chestnut Street, Ste A
Susanville, CA 96130

LassenWORKS
1616 Chestnut Street
Susanville, CA 96130
(530) 251 - 8152

Child & Family Services
1600 Chestnut Street
Susanville, CA 96130
(530) 251 - 8277

Adult Services
1400 Chestnut Street, Ste B
Susanville, CA 96130
(530) 251 - 8158

Family Solutions/Wraparound
1400 Chestnut Street, Ste C
Susanville, California 96130
(530) 251 - 8340

Mailing Address:
PO Box 1180
Susanville, California 96130

Date: October 15, 2025

To: Tom Neely, Chairman
Lassen County Board of Supervisors

From: Natalie Ruegger, Interim Director
Lassen County Public Health

Subject: Grant Agreement with California Department of Public Health for the Children and Youth with Special Health Care Needs (CYSHCN) Innovation Grants for Fiscal Years 2025 through 2028 in the total amount of $127,660.00.

Background:

The Maternal, Child and Adolescent Health Division (MCAH) of the California Department of Public Health (CDPH) provides counties with funding to administer public health strategies that support children and youth with special healthcare needs (CYSHCN) and their families.

The CDPH/MCAH Division will reimburse expenditures up to the following amounts:

- State Fiscal Year 1 (01/01/2026 - 06/30/2026): $51,064
- State Fiscal Year 2 (07/01/2026 - 06/30/2027): $51,064
- State Fiscal Year 3 (07/01/2027 - 12/31/2027): $25,532

Fiscal Impact:

This is a Revenue Agreement for the Public Health Fund/Budget 110/0731

Action Requested:

(1) Approve the Grant Agreement with the California Department of Public Health (CDPH) and; (2) Authorize the County Administrative Officer to Execute the Grant Documents

CDPH
Health and Human Services Agency
California Department of Public Health

Erica Pan, MD, MPH
Director and State Public Health Officer

Gavin Newsom
Governor

July 28, 2025

Ronda Hall
Public Health Educator
Lassen County
1445 Paul Bunyan Road Suite B
96130 Susanville, CA

Dear Ms. Hall:

RE: NOTICE OF INTENT TO AWARD: GRANT AGREEMENT FOR THE CHILDREN AND YOUTH WITH SPECIAL HEALTH CARE NEEDS (CYSHCN) INNOVATION GRANTS, FISCAL YEARS 2025-2028.

The California Department of Public Health, Maternal, Child and Adolescent Health (CDPH/MCAH) Division intends to award your local health department CYSHCN Innovation Grant funding for administration of public health activities to improve systems that serve CYSHCN and their families.

To carry out the activities outlined in the Scope of Work (SOW) and Budget(s), during the period of January 1, 2026, through December 31, 2027, the CDPH/MCAH Division will reimburse expenditures up to the following amounts:

- State Fiscal Year 1 (January 1, 2026 – June 30, 2026): $51,064
- State Fiscal Year 2 (July 1, 2026 – June 30, 2027): $51,064
- State Fiscal Year 3 (July 1, 2027 – December 31, 2027): $25,532

Funds will be distributed through grant funding from the federal Title V Maternal and Child Health Services Block Grant. Awardees will be allocated the annual award amount listed above for each fiscal year (FY 25-26, FY 26-27, FY 27-28) as a one-time payment. Reimbursement of invoices is subject to compliance with all federal and state requirements pertaining to the program and adherence to all applicable regulations, policies, and procedures.

Please ensure that all necessary individuals within your Agency are notified of this intent. Additional documents will be forthcoming for review and to finalize the grant award.

Sincerely,

Sydney Armendariz, Director
Maternal, Child and Adolescent Health Division
Center for Family Health
California Department of Public Health

cc: Sofia Satter
Contract Liaison
Maternal, Child and Adolescent Health Division

Windy Ly, Director
California Title V for Children and Youth with Special Health Care Needs
Maternal, Child and Adolescent Health Division

Exhibit F
Federal Terms and Conditions

(For Federally Funded Grant Agreements)

This exhibit contains provisions that require strict adherence to various contracting laws and policies.

Index of Special Terms and Conditions

1. Federal Funds
2. Federal Equal Employment Opportunity Requirements
3. Debarment and Suspension Certification
4. Covenant Against Contingent Fees
5. Lobbying Restrictions and Disclosure Certification
6. Additional Restrictions
7. Human Subjects Use Requirments
8. Audit and Record Retention
9. Federal Requirements

1. Federal Funds

(Applicable only to that portion of an agreement funded in part or whole with federal funds.)

a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.

b. This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Agreement. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Agreement in any manner.

c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.

d. CDPH has the option to invalidate or cancel the Agreement with 30-days advance written notice or to amend the Agreement to reflect any reduction in funds.

2. Federal Equal Opportunity Requirements

(Applicable to all federally funded grants entered into by the California Department of Public Health (CDPH) formerly known as California Department of Health Services (CDHS).)

a. The Grantee will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. The Grantee will take affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and career development opportunities and selection for training, including apprenticeship. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Federal Government or CDPH, setting forth the provisions of the Equal Opportunity clause, Section 503 of the Rehabilitation Act of 1973 and the affirmative action clause required by the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212). Such notices shall state the Grantee's obligation under the law to take affirmative action to employ and advance in employment qualified applicants without discrimination based on their race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era and the rights of applicants and employees.

b. The Grantee will, in all solicitations or advancements for employees placed by or on behalf of the Grantee, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era.

c. The Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice, to be provided by the Federal Government or the State, advising the labor union or workers' representative of the Grantee's commitments under the provisions herein and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

d. The Grantee will comply with all provisions of and furnish all information and reports required by Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212) and of the Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and of the rules, regulations, and relevant orders of the Secretary of Labor.

e. The Grantee will furnish all information and reports required by Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and the Rehabilitation Act of 1973, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the State and its designated representatives and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

f. In the event of the Grantee's noncompliance with the requirements of the provisions herein or with any federal rules, regulations, or orders which are referenced herein, this Agreement may be cancelled, terminated, or suspended in whole or in part and the Grantee may be declared ineligible for further federal and state contracts in accordance with procedures authorized in Federal Executive Order No. 11246 as amended and such other sanctions may be imposed and remedies invoked as provided in Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

g. The Grantee will include the provisions of Paragraphs a through g in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity,

Department of Labor," or Section 503 of the Rehabilitation Act of 1973 or (38 U.S.C. 4212) of the Vietnam Era Veteran's Readjustment Assistance Act, so that such provisions will be binding upon each subgrantee or vendor. The Grantee will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs or CDPH may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event the Grantee becomes involved in, or is threatened with litigation by a subgrantee or vendor as a result of such direction by CDPH, the Grantee may request in writing to CDPH, who, in turn, may request the United States to enter into such litigation to protect the interests of the State and of the United States.

3. Debarment and Suspension Certification

a. By signing this Grant, the Grantee agrees to comply with applicable federal suspension and debarment regulations including, but not limited to 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.

b. By signing this Grant, the Grantee certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;

(2) Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph b(2) herein; and

(4) Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default.

(5) Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State.

(6) Will include a clause entitled, "Debarment and Suspension Certification" that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

c. If the Grantee is unable to certify to any of the statements in this certification, the Grantee shall submit an explanation to the CDPH Program Contract Manager.

d. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.

e. If the Grantee knowingly violates this certification, in addition to other remedies available to the Federal Government, the CDPH may terminate this Agreement for cause or default.

4. Covenant Against Contingent Fees

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Grant upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except *bona fide* employees or *bona fide* established commercial or selling agencies retained by the Grantee for the purpose of securing business. For breach or violation of this warranty, CDPH shall have the right to annul this Grant without liability or in its discretion to deduct from the Grant price or consideration, or otherwise recover, the full amount of such commission, percentage, and brokerage or contingent fee.

5. Lobbying Restrictions and Disclosure Certification

(Applicable to federally funded grants in excess of $100,000 per Section 1352 of the 31, U.S.C.)

a. Certification and Disclosure Requirements

(1) Each person (or recipient) who requests or receives a grant, subgrant, which is subject to Section 1352 of the 31, U.S.C., and which exceeds $100,000 at any tier, shall file a certification (in the form set forth in Attachment 1, consisting of one page, entitled "Certification Regarding Lobbying") that the recipient has not made, and will not make, any payment prohibited by Paragraph b of this provision.

(2) Each recipient shall file a disclosure (in the form set forth in Attachment 2, entitled "Standard Form-LLL 'disclosure of Lobbying Activities'") if such recipient has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered federal action) in connection with a grant or any extension or amendment of that grant, which would be prohibited under Paragraph b of this provision if paid for with appropriated funds.

(3) Each recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affect the accuracy of the information contained in any disclosure form previously filed by such person under Paragraph a(2) herein. An event that materially affects the accuracy of the information reported includes:

(a) A cumulative increase of $25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered federal action;

(b) A change in the person(s) or individuals(s) influencing or attempting to influence a covered federal action; or

(c) A change in the officer(s), employee(s), or member(s) contacted for the purpose of influencing or attempting to influence a covered federal action.

(4) Each person (or recipient) who requests or receives from a person referred to in Paragraph a(1) of this provision a grant or subgrant exceeding $100,000 at any tier under a grant shall file a certification, and a disclosure form, if required, to the next tier above.

(5) All disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the person referred to in Paragraph a(1) of this provision. That person shall forward all disclosure forms to CDPH Program Contract Manager.

b. Prohibition

Section 1352 of Title 31, U.S.C., provides in part that no appropriated funds may be expended by the recipient of a federal contract or agreement, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract or agreement, the making of any federal grant, the making of any federal loan, entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract or agreement, grant, loan, or cooperative agreement.

6. **Additional Restrictions**

Grantee shall comply with the restrictions under Division F, Title V, Section 503 of the Consolidated Appropriations Act, 2012 (H.R. 2055), which provides that:

"SEC. 503.(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.
(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a

State, local or tribal government in policymaking and administrative processes within the executive branch of that government.
(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control."

7. Human Subjects Use Requirements

(Applicable only to federally funded agreements in which performance, directly or through a subgrantee/subaward, includes any tests or examination of materials derived from the human body.)

By signing this Agreement, Grantee agrees that if any performance under this Agreement or any subcontract or subagreement includes any tests or examination of materials derived from the human body for the purpose of providing information, diagnosis, prevention, treatment or assessment of disease, impairment, or health of a human being, all locations at which such examinations are performed shall meet the requirements of 42 U.S.C. Section 263a (CLIA) and the regulations thereunder.

8. Audit and Record Retention

(Applicable to agreements in excess of $10,000.)

a. The Grantee shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision.

b. The Grantee's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.

c. Grantee agrees that CDPH, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Grantee agrees to include a similar right of the State to audit records and interview staff in any subgrantee related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).

d. The Grantee shall preserve and make available his/her records (1) for a period of three years from the date of final payment under this Agreement, and (2) for such longer period, if any, as is required by applicable statute, by any other provision of this Agreement, or by subparagraphs (1) or (2) below.

(1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.

(2) If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.

f. The Grantee may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books and records related to this Agreement to electoronic data storage device. Upon request by an authorized representative to inspect, audit or obtain copies of said records, the Grantee and/or Subgrantee must supply or make available applicable devices, hardware, and/or software necessary to view, copy and/or print said records.

9. Federal Requirements

Grantee agrees to comply with and shall require all subgrantee's, if any, to comply with all applicable Federal requirements including but not limited to the United States Code, the Code of Federal Regulations, the Funding Opportunity Announcement, the Notice of Award, the funding agreement, and any memoranda or letter regarding the applicable Federal requirements.

Attachment 1

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subGrantees, subgrants, and contracts under grants and cooperative agreements) of $100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Lassen County Public Health Department	Maurice L. Anderson
Name of Grantee	Printed Name of Person Signing for Grantee
TBD	
Contract / Grant Number	Signature of Person Signing for Grantee
	County Administrative Officer
Date	Title

After execution by or on behalf of Grantee, please return to:
California Department of Public Health
Center For Family Health
Maternal, Child, and Adolescent Health Division
CDPH reserves the right to notifiy the Grantee in writing of an alternate submission address.

Attachment 2

CERTIFICATION REGARDING LOBBYING

Approved by OMB Complete this form to disclose lobbying activities
pursuant to 31 U.S.C. 13520348-0046
(See reverse for public burden disclosure)

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	☐ a. initial filing ☐ b. material change For Material Change Only: Year quarter date of last report

4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier ____, if known	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, If known:
6. Federal Department/Agency	7. Federal Program Name/Description: CDFA Number, if applicable:
8. Federal Action Number, if known:	9. Award Amount, if known: $
10.a. Name and Address of Lobbying Registrant *(If individual, last name, first name, MI)*:	b. Individuals Performing Services *(including address if different from 10a.* *(Last name, First name, MI):*
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. required disclosure shall be subject to a not more than $100,000 for each such failure.	Signature: _____ Print Name: _____ Title: Telephone No.: Date: _____ _____
Federal Use Only	Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

    (b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

STATE OF CALIFORNIA
CALIFORNIA CIVIL RIGHTS LAWS ATTACHMENT
DGS OLS 04 (Rev. 01/17)

DEPARTMENT OF GENERAL SERVICES
OFFICE OF LEGAL SERVICES

Pursuant to Public Contract Code section 2010, a person that submits a bid or proposal to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of $100,000 or above shall certify, under penalty of perjury, at the time the bid or proposal is submitted or the contract is renewed, all of the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and

2. EMPLOYER DISCRIMINATORY POLICIES: For contracts executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Proposer/Bidder Firm Name (Printed)	Federal ID Number
Lassen County	94 - 6000517

By (Authorized Signature)

Printed Name and Title of Person Signing

Maurice L. Anderson, County Administrative Officer

Executed in the County of	Executed in the State of
Lassen	CA

Date Executed

Contractor Certification Clauses (CCC) 04/2017

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed)	*Federal ID Number*
Lassen County	94 - 6000517
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Maurice L. Anderson, County Administrative Officer	
Date Executed	*Executed in the County of*
	Lassen

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

1) the dangers of drug abuse in the workplace;
2) the person's or organization's policy of maintaining a drug-free workplace;
3) any available counseling, rehabilitation and employee assistance programs; and,
4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

1) receive a copy of the company's drug-free workplace policy statement; and,
2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES $50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of $100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of $100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits

discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

Application: Cal-REACH Request for Supplemental Information
Title V Children and Youth with Special Health Care Needs Innovation Grants

Maternal, Child and Adolescent Health
California Department of Public Health | Center for Family Health

Local Health Jurisdiction: Lassen County

Name and Title of Person Submitting RSI: Ronda Hall

Email Address: rhall@co.lassen.ca.us

Phone: 530-260-0646

Project Proposal

Instructions:

- All responses should be entered into the application form below. Responses should be concise and respond directly to the information requested.
- Use Arial 12-point font and 1.0 line spacing.
- Text responses can be up to 500 words per question.
- For budget information (question 7), additional attachments will be accepted but are not necessary.
- Points available per section are included following each question. Applications will receive a total score out of 60 available points.
- Responses to this RSI are due no later than 5:00 p.m. PST on May 31, 2025. Submit your response by attaching the completed Application in PDF form to an email and sending it to CYSHCN@cdph.ca.gov. **If you do not receive a confirmation email within two business days, please follow up to ensure your emailed application was received.**

Application Questions

1. CYSHCN Population in Your Community (8 points)
   Provide a comprehensive description of CYSHCN in your community:
   a. Estimate the number of CYSHCN your project aims to reach.
   b. Describe the key characteristics of this population, including age range, demographics, and common health conditions or challenges.
2. Identified Need(s) (12 points)
   a. What specific challenges or barriers do CYSHCN and their families face in accessing care, services, or support in the communities in your county?
   b. How do you know this is a need? Provide supporting data, community feedback, or other evidence.
   c. Why is this issue particularly important for CYSHCN in the communities in your county?
3. Project Scope (12 points)
   a. What is the focus of your project?
   b. Who will be served (age group, specific population, geographic area)?
   c. What activities will your project include?
   d. How will this project address the identified needs?
   e. Who will be responsible for key activities (staff, partners, community organizations)?
4. Focus Area(s) (8 points)
   a. Select at least one focus area below that will be addressed by your project.
      i. Improving access to services and making systems easier to navigate.
      ii. Expanding access to specialty care (e.g., pediatric, dental, mental health providers).
      iii. Promoting mental wellness and resilience for CYSHCN and their families.
      iv. Increasing CYSHCN engagement and fostering community connectedness.
   b. For each focus area selected, describe:
      i. How your project aligns with this focus area.
      ii. Which specific strategies you will use to improve service delivery, engagement, or health and well-being for CYSHCN
5. Implementation Plan (8 points)
   a. Provide a detailed timeline of major activities and milestones, broken down by quarters over the 2-year funding period. Describe how your project will progress over time.
   b. Explain how project efforts will be integrated or built upon after the grant period. This may include incorporating activities into existing programs, strengthening partnerships, or sharing lessons learned to inform future initiatives.
6. Expected Outcomes and Evaluation (8 points)
   a. What are the expected short-term and long-term outcomes of your project?

b. How will you measure success? (For example, what data will you track, what changes do you expect to see?)

7. Budget and Justification (4 points)

   Be sure to fully explain your planned expenses and include:

   a. Total Cost: The total project budget is $50,000 per year.
   b. Funding Source: Indicate whether Cal-REACH funding will be the sole source of funding for the proposed project or if additional funding sources will be utilized to support this project. If additional funding sources are utilized, describe how they will contribute to project implementation.
   c. Personnel Costs: Outline the proposed staffing structure.
      i. Describe key project staff, including the annual salaries and FTE percentages of all staff anticipated to be included in the budget. While there is no required minimum FTE, it is recommended that at least 0.25–0.5 FTE be dedicated to the project.
      ii. If the proposed FTE is below 0.25, explain how project leadership and activities will be effectively managed.
   d. Other Costs: Other anticipated costs including travel, training, operating expenses, outreach materials, client incentives, and any other categories needed.
   e. Subcontractor Costs: If subcontractors will be used, provide the name, purpose, and allocated budget for each. Justify how subcontracting supports project goals while maintaining MCAH program leadership.
   f. In-Kind Contributions: If in-kind contributions such as staff time, resources, or other support will be provided, specify them in the budget and identify the funding source covering these costs.

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1. **CYSHCN Population in Your Community** (8 points)
   Provide a comprehensive description of CYSHCN in your community:
   c. Estimate the number of CYSHCN your project aims to reach.
   d. Describe the key characteristics of this population, including age range, demographics, and common health conditions or challenges.

Question 1 Response

Description of the Children and Youth with Special Healthcare Needs (CYSHCN) Population in Lassen County

A. Estimated Population

In Lassen County, it is estimated that approximately 1,200 to 1,500 children and youth (ages 0-21) are classified as having special healthcare needs (CYSHCN). This estimation aligns with national statistics suggesting that about 15% of children in the U.S. have special healthcare requirements. Given Lassen County's population demographics and access to healthcare services, these figures highlight a significant population that could benefit from targeted support and resources.

B. Key Characteristics of the Population

1. Age Range:

The CYSHCN population in Lassen County encompasses a wide age range, including infants (0-1 year), toddlers (1-3 years), preschoolers (3-5 years), school-age children (6-12 years), and adolescents (13-21 years). This diversity requires a multifaceted approach to address the distinct needs of each age group.

2. Demographics:

- Lassen County is characterized by a diverse population, with significant representation of Hispanic, White, Native American,Islanders and other ethnic groups. This demographic diversity influences health access and attitudes toward healthcare, necessitating culturally competent approaches in delivering services to CYSHCN.

3. Common Health Conditions:

- The health conditions prevalent among CYSHCN in Lassen County include:
  - Chronic Physical Conditions: These may include asthma, diabetes, epilepsy, cerebral palsy, and congenital anomalies.
  - Developmental Disabilities: Conditions such as Autism Spectrum Disorder (ASD), Down syndrome, and intellectual disabilities are common, requiring specialized educational and therapeutic services.
  - Behavioral and Mental Health Conditions: Attention Deficit Hyperactivity Disorder (ADHD), anxiety disorders, and depression are frequently observed, indicating a need for integrated mental health support.

4. Challenges:

- Families of CYSHCN in Lassen County face numerous challenges, including:
  - Access to Care: Due to the rural nature of the county, families often encounter difficulties accessing specialized services, resulting in long travel times to receive essential care.
  - Financial Strain: Many families experience economic hardships related to medical expenses, therapy costs, and transportation, which can significantly affect their ability to secure necessary services.
  - Limited Support Services: There is a lack of community-based support services tailored to the unique needs of CYSHCN, leading to increased stress for parents and caregivers.
  - Navigational Barriers: Families often struggle to navigate complex healthcare and educational systems, limiting their ability to advocate effectively for their children's needs.

In summary, the CYSHCN population in Lassen County is diverse and faces significant health and socio-economic challenges. By understanding these key characteristics and needs, targeted interventions can be developed to improve health outcomes for these vulnerable children and their families.

2. **Identified Need(s)** (12 points)
    a. What specific challenges or barriers do CYSHCN and their families face in accessing care, services, or support in the communities in your county?
    b. How do you know this is a need? Provide supporting data, community feedback, or other evidence.
    c. Why is this issue particularly important for CYSHCN in the communities in your county?

Question 2 Response

Identification of Needs for Children and Youth with Special Healthcare Needs in Lassen County

Children and Youth with Special Healthcare Needs (CYSHCN) and their families in Lassen County face numerous challenges and barriers that hinder their access to necessary care, services, and support.

The rural nature of Lassen County means that healthcare facilities and specialized providers are scarce. Families often have to travel significant distances—sometimes over an hour—to access essential services such as pediatric specialists, behavioral health providers, and therapists.

Many families lack reliable transportation options. The limited public transit infrastructure in Lassen County exacerbates this issue, making it difficult for families to attend necessary appointments, therapy sessions, and support groups.

Families of CYSHCN frequently experience financial strains due to high out-of-pocket costs for medical care, therapy, and medications. Insurance coverage gaps and high deductibles further contribute to these barriers, resulting in some families delaying or foregoing necessary care.

There is a lack of local community resources specifically tailored to the needs of CYSHCN. Services such as respite care, mental health support, and educational advocacy are often inaccessible, leaving families feeling isolated and unsupported.

Families often struggle to navigate the complex healthcare and educational systems. A lack of information regarding available resources and support services can hinder parents from advocating effectively for their child's needs.

The challenges faced by CYSHCN in Lassen County are backed by various sources of data and community feedback:

Recent assessments conducted by local health agencies indicate that over 60% of families with CYSHCN report difficulties accessing specialized healthcare services. Surveys reveal that transportation and limited service availability are among the top concerns for these families.

According to the California Health Interview Survey, approximately 16% of children in rural areas are classified as having special healthcare needs. This statistic underscores the significant population affected in Lassen County, affirming the necessity for targeted outreach and support.

Testimonials gathered from local parent support groups highlight the emotional and logistical struggles families face. Many report feeling overwhelmed by the lack of resources & support, particularly in navigating health and educational systems.

C. Importance of the Issue

Addressing the needs of CYSHCN in Lassen County is crucial for several reasons:

Ensuring timely access to appropriate healthcare services is vital for improving health outcomes for CYSHCN. Delays in care can lead to deteriorating health conditions, increased hospitalizations, and long-term complications.

The challenges faced by families of CYSHCN can lead to increased stress and anxiety, affecting both parents and children. Providing adequate resources and support can enhance the quality of life for families and reduce the risk of caregiver burnout.

The issue highlights the disparities faced by families in rural areas. Ensuring equitable access to healthcare services is essential for creating a healthier community & promoting inclusivity for all children, regardless of their health status.

Supporting CYSHCN not only benefits the individual child and family but also strengthens the community as a whole. Community that actively supports children will foster resilience, understanding, and inclusivity, ultimately leading to improved social cohesion.

3. **Project Scope** (12 points)
    a. What is the focus of your project?
    b. Who will be served (age group, specific population, geographic area)?
    c. What activities will your project include?
    d. How will this project address the identified needs?
    e. Who will be responsible for key activities (staff, partners, community organizations)?

Question 3 Response

The focus of this project is to enhance support systems for Children and Youth with Special Healthcare Needs (CYSHCN) and their families in Lassen County by improving access to healthcare, education, and community resources. The project aims to create a comprehensive support network that addresses the unique challenges faced by these families, fostering resilience and engagement within the community.
Target Population
The project will serve a diverse population of CYSHCN aged 0-21 years and their families residing in Lassen County. This includes:
Primary Groups:
Children and youth with chronic health conditions, developmental disabilities, and behavioral health challenges.
Families of CYSHCN who require additional support and resources.
Geographic Area:
The project will target residents of Lassen County, particularly focusing on rural and underserved communities within the region.
Project Activities
The following activities will be implemented to support CYSHCN and their families:
Support Groups: Establish monthly support groups for parents and caregivers to facilitate shared experiences, provide emotional support, and build a community network.
Workshops: Offer educational workshops on topics such as navigating healthcare systems, understanding Individualized Education Programs (IEPs), mental health wellness strategies, and advocacy skills for families.
Family Engagement Activities: Organize inclusive family events (e.g., community picnics, holiday celebrations) designed to engage families and strengthen community ties while providing information about available resources.
Resource Development: Create and distribute resource guides that outline available services for CYSHCN, including healthcare providers, educational support, and community organizations.
Peer Mentorship Program: Develop a program that pairs experienced families with new families navigating the challenges of raising a child with special healthcare needs, providing guidance and support.
Addressing Identified Needs
This project directly addresses the identified needs of CYSHCN in the following ways:
Improving Access to Care: By providing support groups and workshops, families will gain valuable information about available services and how to navigate healthcare systems effectively, thereby improving their access to necessary care.
Building Community Connections: Family engagement activities will foster a sense of community, helping families to feel less isolated and more supported. This connection is crucial for emotional well-being.
Empowerment through Education: Educational workshops will empower families with knowledge about advocacy and resources, enabling them to better advocate for their children's needs and navigate challenges effectively.

Comprehensive Resource Availability: The development of resource guides will ensure families have clear access to critical information regarding services, enhancing their ability to find support.
The following individuals and organizations will be responsible for key activities within the project:
Maternal Child Adolescent Program Coordinator: Oversee project implementation, coordination of activities, & communication with stakeholders.
Lassen Links: Provide support services for families, connect them to resources, and facilitate access to community services.
Lassen First 5: Collaborate in outreach efforts to engage families and provide resources focused on early childhood development.
Lassen County Office of Education: Partner in delivering educational workshops and training, ensuring access to special education resources and support for families navigating the IEP process.
Trained Staff/Volunteers: Facilitate support groups, workshops, and family activities, providing essential support and ensuring smooth operation of all project components.

4. **Focus Area(s)** (8 points)
    a. Select at least one focus area below that will be addressed by your project.
        i. Improving access to services and making systems easier to navigate.
        ii. Expanding access to specialty care (e.g., pediatric, dental, mental health providers).
        iii. Promoting mental wellness and resilience for CYSHCN and their families.
        iv. Increasing CYSHCN engagement and fostering community connectedness.
    b. For each focus area selected, describe:
        i. How your project aligns with this focus area.
        ii. Which specific strategies you will use to improve service delivery, engagement, or health and well-being for CYSHCN

Question 4 Response

A. Selected Focus Areas
1. Promoting Mental Health and Resiliency for CYSHCN and Their Families
2. Increasing CYSHCN Engagement and Fostering Community Connectedness
B. Alignment with Focus Areas
1. Promoting Mental Health and Resiliency for CYSHCN and Their Families
i. Project Alignment with Focus Area:
The project is designed to promote mental health and resiliency among CYSHCN and their families by addressing the emotional and psychological challenges that often accompany special healthcare needs. Recognizing that families face increased stress, anxiety, and feelings of isolation, the project aims to provide essential resources and support systems that foster resilience.
ii. Specific Strategies:
- Mental Health Workshops: The project will conduct regular workshops focused on mental health awareness, coping strategies, and stress management techniques catered specifically for parents and caregivers of CYSHCN. These sessions will be facilitated by mental health professionals and will provide families with tools to enhance their emotional well-being.
- Support Groups: Monthly support groups will be established to create a safe space for parents and caregivers to share their experiences, challenges, and successes. This peer support model will not only foster resilience but also help participants develop effective coping mechanisms through shared dialogue and community bonding.
- Resource Sharing: The project will develop and distribute resource materials that provide information on mental health services, crisis intervention resources, and local support groups. This will help families access necessary mental health services in a timely manner.
2. Increasing CYSHCN Engagement and Fostering Community Connectedness
i. Project Alignment with Focus Area:
The project directly targets the need to increase engagement among CYSHCN and their families, fostering a sense of community connectedness. By creating opportunities for families to engage with one another and with local resources, the project aims to reduce feelings of isolation and promote inclusive social interactions.
ii. Specific Strategies:
- Family-Centric Activities: The project will organize various family-centered activities, such as community picnics, holiday celebrations, and inclusive recreational events. These activities will be designed to bring families together, promote social interactions, and strengthen community ties, ultimately fostering a supportive network.
- Peer Mentorship Program: Establishing a peer mentorship program will connect experienced families with those new to the CYSHCN experience. This initiative will facilitate knowledge sharing and provide social and emotional support, enhancing the community's overall connectedness.
- Advocacy Training Workshops: The project will offer workshops aimed at empowering families to engage in advocacy for their children's needs. Training will include strategies for effective communication with healthcare providers and navigating educational systems. This empowerment will encourage families to take an active role in their children's healthcare and educational plans, fostering a sense of agency and connectedness within the community.

In conclusion, by focusing on promoting mental health and resiliency, as well as increasing engagement and community connectedness, this project aims to create a supportive environment for CYSHCN and their families in Lassen County. These initiatives will improve service delivery and enhance the overall health and well-being of this vulnerable population.

5. **Implementation Plan** (8 points)
    a. Provide a detailed timeline of major activities and milestones, broken down by quarters over the 2-year funding period. Describe how your project will progress over time.
    b. Explain how project efforts will be integrated or built upon after the grant period. This may include incorporating activities into existing programs, strengthening partnerships, or sharing lessons learned to inform future initiatives.

Question 5 Response

Quarter 1
Conduct an initial meeting with key stakeholders, partners, and community members to outline project goals and assign responsibilities.
Begin outreach to families and local organizations to recruit participants and raise awareness about the project.
Create informational materials and resource guides detailing available services for CYSHCN in Lassen County.
Quarter 2
Establish monthly support groups for parents and caregivers to foster community connections and provide collective support.
Conduct surveys and focus groups to gather data on the specific needs and challenges faced by families.
Organize an inclusive family picnic to promote camaraderie and provide information about resources.
Quarter 3
Begin offering workshops on mental health and resiliency, equipping families with essential coping strategies.
Collaborate with local partners to organize a resource fair that connects families with healthcare providers and community services.
Recruit and train peer mentors to support families navigating the complexities of raising CYSHCN.
Quarter 4
Execute the resource fair, providing families with direct access to healthcare and community resources.
Collect and analyze participant feedback to assess program effectiveness and areas for improvement.
Modify ongoing programs based on feedback and evaluation results to better meet community needs.
Quarter 5
Introduce additional support groups focused on specific health conditions and challenges faced by CYSHCN.
Begin workshops aimed at empowering families to advocate for their children's needs within educational and healthcare systems.
Plan additional community engagement events to further strengthen social connections among families.
Quarter 6
Administer surveys to assess the ongoing needs of families and the impact of project activities.
Convene meetings with local organizations to discuss collaborative efforts and resource sharing.
Incorporate mental health themes into family activities and support sessions, ensuring ongoing focus on family well-being.

Quarter 7
Integrate changes into programming based on survey results and community feedback.
Launch a campaign to raise awareness of services available for CYSHCN, including mental health resources and support programs.
Quarter 8Conduct a comprehensive evaluation of the project's outcomes, compiling data and feedback to assess success.
Host an event to recognize the contributions of families, partners, and stakeholders throughout the project.
Disseminate lessons learned through presentations, reports, and community forums to inform future initiatives.
After the grant period, project efforts will be integrated and sustained through the following strategies:
Support groups, workshops, and family engagement events will be adopted by local organizations such as Lassen County Office of Education (LCOE) and Lassen Links, ensuring that these resources remain available to families beyond the grant funding.
Strengthening Partnerships: Ongoing relationships with community organizations will be fortified to create a robust support network for CYSHCN. Regular meetings will be established to coordinate resources and maintain collaborative efforts.
Peer mentorship program will continue, with trained mentors providing ongoing support to new families. This initiative will maintain community connections and ensure families feel supported in their journeys.
The insights and experiences gathered throughout the project will be documented and shared through community presentations and reports. This knowledge dissemination will guide future initiatives, helping other organizations develop relevant programs that address the needs of CYSHCN.

6. **Expected Outcomes and Evaluation** (8 points)
    a. What are the expected short-term and long-term outcomes of your project?
    b. How will you measure success? (For example, what data will you track, what changes do you expect to see?)

Question 6 Response

Expected Short-Term and Long-Term Outcomes
Short-Term Outcomes (0-12 Months):
Increased Awareness of Resources:
Families will gain knowledge about available resources, support services, and healthcare options for Children and Youth with Special Healthcare Needs (CYSHCN). It is expected that at least 70% of participants will report increased awareness through pre- and post-surveys.
Establishment of monthly support groups and family activities is anticipated, with a target of engaging at least 100 families within the first year. This engagement will foster a strong community network among families with CYSHCN.
Through mental health workshops, families will demonstrate increased understanding of coping strategies and mental wellness resources. At least 80% of participants are expected to report improved confidence in managing their mental health.
A peer mentorship program will be launched, connecting experienced families with new families. It is expected that at least 25 families will participate, providing critical support and guidance.
Long-Term Outcomes (1-2 Years):
Ongoing support groups and community activities will continue past the grant period, with at least 50% of families maintaining involvement in the community network. This sustainability will enhance long-term support for CYSHCN.
Improved overall health and well-being of CYSHCN and their families is a primary goal. Targeting a reduction in self-reported stress levels among parents and an increase in reported quality of life, we aim for a 70% improvement based on standardized assessment tools.
Families will become more empowered in advocacy efforts, with at least 60% reporting increased engagement in discussions regarding their children's needs. This advocacy can lead to enhanced policies and resource allocations in the community.
The project will establish a continuous feedback loop, allowing for data collection and analysis to inform future programming, ensuring that services evolve based on community needs.
Data Collection Methods:
Surveys and Pre/Post Assessments:
Pre- and post participation surveys will be administered to assess changes in knowledge, awareness, and confidence in managing health and mental health needs. These surveys will capture qualitative and quantitative data on family perceptions and experiences.
Attendance Records:
Tracking attendance at support groups, workshops, and family events will provide quantitative data on engagement levels and community participation.
Feedback Mechanisms:
Regular feedback will be collected through anonymous questionnaires during and after events to gauge participant satisfaction and identify areas for improvement.
Health and Well-Being Tools:
Standardized tools such as the Perceived Stress Scale (PSS) and the Family Impact Scale (FIS) will be utilized to measure changes in family stress levels and overall well-being before and after participation in project activities.

Expected Changes:
Increased Knowledge and Resource Utilization: Anticipate a significant rise in the number of families reporting effective use of health and mental health resources following workshops and support group participation.
Heightened Community Connection: Expect to see a measurable increase in family participation and engagement within the community, creating a supportive environment for CYSHCN.
Empowerment through Advocacy: Changes in family confidence and engagement in advocacy efforts will be documented, reflecting an enhanced ability to navigate systems and advocate for children's needs.

7. **Budget and Justification** (4 points)
   Be sure to fully explain your planned expenses and include:
   a. Total Cost: The total project budget is $50,000 per year.
   b. Funding Source: Indicate whether Cal-REACH funding will be the sole source of funding for the proposed project or if additional funding sources will be utilized to support this project. If additional funding sources are utilized, describe how they will contribute to project implementation.
   c. Personnel Costs: Outline the proposed staffing structure.
      i. Describe key project staff, including the annual salaries and FTE percentages of all staff anticipated to be included in the budget. While there is no required minimum FTE, it is recommended that at least 0.25–0.5 FTE be dedicated to the project.
      ii. If the proposed FTE is below 0.25, explain how project leadership and activities will be effectively managed.
   d. Other Costs: Other anticipated costs including travel, training, operating expenses, outreach materials, client incentives, and any other categories needed.
   e. Subcontractor Costs: If subcontractors will be used, provide the name, purpose, and allocated budget for each. Justify how subcontracting supports project goals while maintaining MCAH program leadership.
   f. In-Kind Contributions: If in-kind contributions such as staff time, resources, or other support will be provided, specify them in the budget and identify the funding source covering these costs.

Question 7 Response

A. Total Cost
The total project budget for the Children and Youth with Special Healthcare Needs (CYSHCN) initiative is $50,000 per year. This budget will comprehensively support all planned activities aimed at enhancing services, support, and access for CYSHCN and their families in Lassen County.
B. Funding Source
Cal-REACH funding will be the sole source of funding for the proposed project. At this time, no additional funding sources will be utilized to support this initiative. The Cal-REACH grant will cover personnel costs, operational expenses, and program activities to ensure that the project can effectively meet the needs of CYSHCN and their families throughout the duration of the funding period.
C. Personnel Costs
1. Proposed Staffing Structure:
Project Coordinator (1.0 FTE)
Annual Salary: $60,000
Funding Allocation: $40,000 (for one year)
Role: Oversee project implementation, manage partnerships, and coordinate activities to ensure effective delivery of services.
Maternal Child Health Coordinator (0.5 FTE)
Annual Salary: $50,000
Funding Allocation: $25,000 (for one year)
Role: Support outreach efforts, provide resources to families, and facilitate workshops.
Program Assistant (0.25 FTE)
Annual Salary: $30,000
Funding Allocation: $7,500 (for one year)
Role: Provide administrative support, assist with scheduling events, and maintain documentation.
Total Personnel Costs: The total personnel cost for the project is $72,500, which will be partly funded through Cal-REACH grant funds, ensuring at least 0.75 FTE is dedicated to the project.
D. Other Costs
The budget includes several anticipated costs necessary for effective project implementation:
1. Travel Costs:
Amount: $2,000
Purpose: To cover travel expenses for staff attending training sessions, community meetings, and outreach activities.
2. Training Costs:
Amount: $3,000
Purpose: To fund workshops for staff and families on navigating healthcare systems and IEP processes.
3. Operating Expenses:
Amount: $5,000
Purpose: For utilities, office supplies, and equipment necessary for program operations.
4. Outreach Costs:
Amount: $3,000
Purpose: For promotional materials, flyers, and social media campaigns to raise awareness about services available for CYSHCN.
5. Materials and Client Incentives:
Amount: $2,500
Purpose: To provide resource materials for families and incentives for participation in surveys and activities.
Total Other Costs: The total estimated other costs for the project amount to $15,500.
E.
There will be no subcontractor costs for this project. The Lassen County Public Health Maternal Child and Adolescent Health (MCAH) program will implement the activities directly, ensuring that program leadership and oversight remain consistent and effective.
At this time, there will be no in-kind contributions, such as staff time, resources, or other volunteer support. The project will primarily rely on Cal-REACH funding to effectively implement all planned activities and ensure robust support for CYSHCN and their families.
Overall, the budget for the CYSHCN grant totals $50,000 per year, completely funded by the Cal-REACH grant. Personnel costs, along with operational and programmatic expenses, are structured to ensure effective delivery of services that meet the needs of CYSHCN in Lassen County. The planned investment in community resources and support aligns with the project's goals to enhance health outcomes and quality of life for these families.