

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: May 5, 2020	TYPE OF AGENDA ITEM: <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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DEPARTMENT: Public Health
APPROVING PARTY: Vickie Clark, Director
PHONE NUMBER: (530) 993-6700

AGENDA ITEM: Approval of the County Medical Services Program (CMSP) COVID-19 Emergency Response Grant (CERG) Program Application

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other Application

BACKGROUND INFORMATION: Please see attached memo

FUNDING SOURCE: 0515610

GENERAL FUND IMPACT: No General Fund Impact

OTHER FUND:

AMOUNT: \$100,000.00 N/A

ARE ADDITIONAL PERSONNEL REQUIRED? <input type="checkbox"/> Yes, -- -- <input checked="" type="checkbox"/> No	IS THIS ITEM ALLOCATED IN THE BUDGET? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No IS A BUDGET TRANSFER REQUIRED? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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SPACE BELOW FOR CLERK'S USE

BOARD ACTION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2020- _____ Agreement 2020- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD

DATE

Memorandum

To: Sierra County Board of Supervisors

From: Vickie Clark, Director

Reference: Agenda Item

Date of memo: April 28, 2020

Date of Board Meeting: May 5, 2020

Requested Action: Approval of the County Medical Services Program (CMSP) COVID-19 Emergency Response Grant (CERG) Program Application

Mandated by:

Funding

Budgeted? Yes No

Revenue	\$100,000.00	CMSP COVID-19 Response Grant (CERG)
Expenses	\$100,000.00	CMSP COVID-19 Response Grant (CERG)
Difference	0	

Background Information: The CMSP Governing Board seeks to support CMSP counties in responding to the COVID-19 pandemic emergency through the provision of funding to expand the delivery of services that support local preparedness, containment, recovery and response activities in CMSP counties affected by the novel coronavirus. The COVID-19 Emergency Response Grant (CERG) is intended to assist CMSP counties in addressing the needs of various low-income populations with or at-risk of COVID-19 conditions.

Potential Issues to consider: None

Alternatives or Impacts of disapproval: Sierra County would not receive this funding.



COVID-19 Emergency Response Grant (CERG) Program REQUEST FOR APPLICATIONS

COUNTY MEDICAL SERVICES PROGRAM GOVERNING BOARD

I. ABOUT THE COUNTY MEDICAL SERVICES PROGRAM

The County Medical Services Program (CMSP) was established in January 1983, when California law transferred responsibility for providing health care services to indigent adults from the State of California to California counties. This law provided counties with a population of 300,000 or fewer with the option of contracting back with the California Department of Health Services (DHS) to provide health care services to indigent adults.

In April 1995, California law was amended to establish the County Medical Services Program Governing Board (Governing Board) to govern and oversee CMSP. The Governing Board is composed of ten county officials and one ex-officio representative of the Secretary of the California Health and Human Services Agency. The Governing Board sets overall program and fiscal policy for CMSP for the thirty-five California counties that participate in CMSP (CMSP county). CMSP is funded by State Program Realignment revenue (sales tax and vehicle license fees) and County Participation Fees.

The Governing Board operates two benefit programs: CMSP and the Path to Health Pilot Project. CMSP members are medically indigent adults, ages 21 through 64, who are residents of a CMSP county, have incomes less than or equal to 300% of the Federal Poverty Level, and are not eligible for Medi-Cal or Covered California. Path to Health Pilot Project members are undocumented CMSP county residents, ages 26 and older, that are not otherwise eligible for CMSP and are eligible for and enrolled in emergency medical services (restricted scope) under the Medi-Cal program. Beyond CMSP Path to Health, the Governing Board operates various pilot projects and grant programs.

II. ABOUT THE CMSP COVID-19 EMERGENCY RESPONSE GRANT

The CMSP Governing Board seeks to support CMSP counties in responding to the COVID-19 pandemic emergency through the provision of funding to expand the delivery of services that support local preparedness, containment, recovery and response activities in CMSP counties affected by the novel coronavirus. The COVID-19 Emergency Response Grant (CERG) is intended to assist CMSP counties in addressing the needs of various low-income populations with or at-risk of COVID-19 conditions. Applications will be accepted starting April 10, 2020 and no later than June 10, 2020 and awards will be made on a rolling basis.

Examples of emergent needs that could be funded include:

1. Personal Protection Equipment (PPE), Healthcare Equipment and Supplies:

This includes items such as facemasks, gowns, hand sanitizer, and similar supplies

and equipment needed to assist public employees, local health care providers, non-profit human services providers, and first-responders in responding to the COVID-19 pandemic.

2. **Supportive Quarantine Services:** This includes items such as hotel vouchers, rent coverage, food, and personal hygiene supplies for uninsured or underserved populations.
3. **Public Employees Needed for Emergency Response:** This includes salary and fringe benefits for existing employees or new limited-term employees of CMSP county public health, health care, and behavioral health departments required to support and provide assistance to low-income individuals affected by the COVID-19 pandemic.
4. **Non-Profit Human Services Providers Needed for Emergency Response:** This includes community-based non-profit organizations providing emergency support to low-income individuals affected by the COVID-19 pandemic, including salaries and fringe benefits for existing or new limited-term employees.
5. **Public Information and Outreach:** This includes development of public messaging regarding COVID-19 services and emergency response, including radio, print, digital and other means of communication.

III. TARGET POPULATIONS

The target populations for CERG funding must focus on one or more of the following population groups within a CMSP county:

1. Uninsured and/or underinsured low-income adult residents seeking health care services and supports in response to COVID-19 conditions;
2. Specific low-income population groups in the county, including adults, identified as most at risk of COVID-19 conditions based upon current county data on risk and need;
3. Publicly supported low-income adult populations, including those on CMSP, Path to Health, Medi-Cal and/or Medicare, seeking health care services and supports in response to COVID-19 conditions;
4. Low-income adult residents with existing health or behavioral health conditions that have housing and/or transportation challenges that impede their ability to obtain necessary health care services and/or necessary shelter to address COVID-19 conditions.

IV. APPLICANT ELIGIBILITY

Lead Agency Applicant Requirements

COVID-19 Emergency Response Grants shall be focused within each CMSP County. They may focus on one geographic region of a county or operate countywide. The 35 CMSP counties are listed in [APPENDIX A](#).

Only **one** application will be considered from each CMSP County.

The Lead Agency Applicant shall be limited to one of the following CMSP county agencies: County Health and Human Services Agency, County Health Department, County Public Health Department or County Office of Emergency Services.

V. PROGRAM TIMELINE

The CERG program shall provide grant funding for a 12-month period. The following timeline shall guide the program:

04/03/2020	CERG Request for Applications (RFA) Released
04/08/2020	1 st CERG RFA Assistance Webinar at 10:00 AM
04/09/2020	2 nd CERG RFA Assistance Webinar at 2:00 PM
04/10/2020	CERG Grant Program Applications Accepted (begins)
04/17/2020	Approval of CERG Applications Begins (rolling basis) and Grant Awards Announced (by email and posted on CMSP website)
04/20/2020	Execution of Grant Award Agreements Begins (rolling basis)
06/10/2020	Final Date for Submission of CERG Applications (ends)
11/20/2020	Sixth-Month Grant Progress/Expenditure Reports Due (rolling basis)
05/30/2021	County Project and Expenditure Reports Due (rolling basis after 12 months following execution of Grant Award Agreement)

VI. FUNDING AWARDS

The Governing Board, within its sole discretion, may provide funding to counties participating in CMSP for the COVID-19 Emergency Response Grant activities described in this RFA. As approved by the Governing Board on April 2, 2020 the maximum amount of funding available to each participating CMSP County is presented in [APPENDIX A](#). Further, the Governing Board, within its sole discretion, may release all or some portion of the amounts presented in [APPENDIX A](#). Total funding provided by the Governing Board for the COVID-19 Emergency Response Grant Program may equal up to \$10,145,976 for a 12-month grant period.

Unless otherwise determined by the Governing Board, following the Governing Board’s approval of a county’s COVID-19 Emergency Response Grant Program Application, the CMSP County will receive a total 12-month allocation. One-half (50%) of that amount will be allocated immediately upon execution of the CERG Agreement; forty-percent (40%) will be allocated six months from the Agreement execution date, provided the County submits a required Progress and Expenditure Report; and, ten percent (10%) will be allocated upon receipt of the County’s final Project and Expenditure Report. Please refer to [APPENDIX B](#) for allowable and unallowable grant expenses.

VII. FUNDING AWARD DETERMINATION

The Governing Board shall have sole discretion on whether to award funding for a COVID-19 Emergency Response Grant. CERG program applications shall be reviewed to assure that the projects meet necessary standards for receipt of the COVID-19 Emergency Response Grant funding. CERG program applications will be reviewed for completeness in the following areas:

1. Summary of Proposed Grant Funded Activities
 - Description of specific needs to be addressed with grant funding
 - Description of target populations to be served
 - Description of anticipated organizations that will receive funding: eligible county departments and non-profit organizations
 - Description of anticipated services, staff and/or supplies that will be provided by each organization that receives funding (either directly or through subcontract)
2. Budget Request
 - Description of initial proposed use of Grant funds for services, staff and supplies and expected outcomes for each type of expenditure
 - Description of other anticipated COVID-19 funding sources, identified gaps, and coordination of funds
 - Budget (in accordance with the Budget template, [APPENDIX E](#))
3. Data Collection
 - Description of expected data to be collected to demonstrate impact of services provided

VIII. APPLICATION ASSISTANCE

A. RFA Assistance Webinars

To assist CMSP counties, Governing Board staff will conduct two RFA assistance webinars on Wednesday, April 8, 2020 at 10:00 AM and repeated on Thursday, April 9, 2020 at 2:00 PM.

Wednesday, April 8, 2020 at 10:00 AM

Zoom Link:

<https://zoom.us/j/778287474?pwd=ZEkyNGJWYWdsa0VUZ1I2SGFsQ21DZz09>

Zoom Meeting Number: 778 287 474

Zoom Password: 240783

Thursday, April 9, 2020 at 2:00 PM

Zoom Link:

<https://zoom.us/j/243212084?pwd=VHA4TzNqYkVOZUtUOWgxa2RJK2xyZz09>

Zoom Meeting Number: 243 212 084

Zoom Password: 190295

Applicants are encouraged to bring any questions they have regarding the CERG Program requirements and the application process to these webinars.

B. Frequently Asked Questions (FAQ)

Once the application process gets underway, questions that are received by the Governing Board will be given written answers and these questions and answers will be organized into a Frequently Asked Questions (FAQ) document that will be posted on the Governing Board's website under the [COVID-19 Emergency Response Grant Program website page](#).

C. Contact Information

Please direct any questions regarding the RFA to Anna Allard, Grants Manager at aallard@cmspcounties.org or by phone at 916-649-2631 x120.

IX. APPLICATION INSTRUCTIONS & REQUIREMENTS

- A. Applications may be submitted beginning April 10, 2020 through June 10, 2020 at 5:00 PM PST.
- B. Submit all applications via email to grants@cmspcounties.org. Please include the "County name" and "CERG Application" in the subject line of the email.
- C. All applications must be complete at the time of submission and must use the required forms provided. The required forms are available for download on the [COVID-19 Emergency Response Grant Program website page](#).
 - 1. Completed [CERG Cover Sheet \(APPENDIX C\)](#). The cover sheet must be signed by the Applicant Agency and by the County Administrative Officer, or their designee, of the County requesting the CERG.
 - i. Please include a PDF of the signed version of the CERG Cover Sheet ([APPENDIX C](#)).
 - ii. Please also include an Excel file of the unsigned version of the CERG Cover Sheet ([APPENDIX C](#)).
 - 2. Completed [CERG Request Form \(APPENDIX D\)](#).
 - 3. Completed [CERG Budget Template \(APPENDIX E\)](#). Funding requests must not exceed the maximum funding amount for each CMSP county listed within [APPENDIX A](#). Proposed expenditures must be in alignment with the allowable uses of grant funds listed in [APPENDIX B](#). Administrative and/or overhead expenses cannot equal more than 15% of the total project expenditures.

- D. Do not provide any materials that are not requested, as reviewers will not consider the materials.
- E. Only **one** application will be considered from each CMSP County.

X. APPENDICES

[APPENDIX A: Maximum Funding Amount by CMSP County](#)

[APPENDIX B: Allowable Use of Grant Funds](#)

[APPENDIX C: CERG Cover Sheet](#)

[APPENDIX D: CERG Request Form](#)

[APPENDIX E: CERG Budget Template](#)

**APPENDIX A: MAXIMUM FUNDING AMOUNT BY CMSP COUNTY
CMSP COVID-19 EMERGENCY RESPONSE GRANT (CERG) PROGRAM**

Population Category	County	County Population*	Total Grant Amount Based on % of Population**
> 400,000 population	Sonoma County	499,997	\$1,000,000
	Solano County	428,684	\$1,000,000
> 100,000 population	Marin County	258,540	\$703,669
	Butte County	226,466	\$616,373
	Yolo County	222,581	\$605,800
	El Dorado County	191,745	\$521,873
	Imperial County	183,059	\$498,232
	Shasta County	178,523	\$485,887
	Madera County	153,484	\$417,738
	Napa County	138,711	\$377,530
	Humboldt County	135,149	\$367,836
	Kings County	133,665	\$363,797
> 50,000 population	Nevada County	98,824	\$268,970
	Sutter County	97,490	\$265,339
	Mendocino County	88,839	\$241,793
	Yuba County	75,318	\$204,993
	Lake County	64,980	\$176,856
	Tehama County	64,197	\$174,725
	San Benito County	62,296	\$169,551
	Tuolumne County	51,933	\$141,346
< 50,000 population	Calaveras County	45,016	\$122,520
	Siskiyou County	44,512	\$121,148
	Amador County	34,259	\$100,000
	Glenn County	29,035	\$100,000
	Del Norte County	24,765	\$100,000
	Lassen County	22,753	\$100,000
	Colusa County	22,117	\$100,000
	Plumas County	19,779	\$100,000
	Inyo County	18,502	\$100,000
	Mariposa County	17,981	\$100,000
	Trinity County	13,589	\$100,000
	Mono County	13,484	\$100,000
	Modoc County	9,521	\$100,000
	Sierra County	3,213	\$100,000
Alpine County	1,162	\$100,000	
TOTAL		3,674,169	\$10,145,976

* SOURCE: <http://www.dof.ca.gov/Forecasting/Demographics/Estimates/documents/PriceandPopulation2019.pdf>
1/2019 estimates excluding residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

** No award amount less than \$100,000 or more than \$1,000,000

APPENDIX B: ALLOWABLE USE OF GRANT FUNDS

CMSP COVID-19 EMERGENCY RESPONSE GRANT (CERG) PROGRAM

All COVID-19 Emergency Response Grant Program Funds *must* be used to support one or more of the following items in CMSP counties:

1. Personal Protection Equipment (PPE) and Supplies
2. Supportive Quarantine Services
3. Public Employees Needed for Emergency Response
4. Non-Profit Human Services Providers Needed for Emergency Response
5. Public Information and Outreach

Allowable Expenses. Grant Funds may be used to fund allowable expenses in CMSP counties. Allowable expenses must be *appropriate, necessary, reasonable and applicable to the COVID-19 Emergency Response Grant Program* and may include but are not limited to:

- Costs that comply with the limitations of the RFA as well as other applicable federal, state, and county laws and regulations
- Costs that are accounted for consistently and in accordance with generally accepted accounting principles
- Rental or purchase of necessary emergency response equipment
- Purchase of supplies for scheduled training if the supplies are received and used during the budget period
- Food and non-alcoholic refreshments for scheduled training events up to \$15 per individual total for the duration of the Project when justified as an integral and necessary part of a training event (i.e., a working meal where business is transacted)
- Food and non-alcoholic refreshments for client incentives up to \$15 per individual total for the duration of the Project when justified as an integral and necessary part of the Project
- Gift Cards and Gas Cards or Vouchers up to \$30 per client total for the duration of the Project when justified as an integral and necessary part of the Project
- Stipends for non-salary employees**
- Travel costs for both patients and staff. Travel shall be limited to the relevant

days plus the actual travel time to reach the destination location by the most direct route and shall not include first class travel. Local mileage costs only may be paid for local participants. No per diems for meals or lodging shall be included.

- All or part of the reasonable and appropriate salaries and benefits of professional personnel, clerical assistants, editorial assistants, and other non-professional staff in proportion to the time or effort directly related to the Project
- Medical Supplies
- Trainings, including necessary recording of proceedings, simultaneous translation, and subsequent transcriptions
- IT Expenses

***Common stipend recipients include Clinical Interns, Volunteers or Community Partners.*

Unallowable Expenses. Grant Funds shall not be used to fund unallowable expenses. Grantee shall refund to the Board any Grant Funds expended for unallowable expenses. Unallowable expenses include but are not limited to:

- Alcohol
- Bad debt expenses
- Vehicle purchases or expenses
- Remodeling or new construction
- Defense and prosecution expenses, including but not limited to prosecuting claims against the Board or defending or prosecuting certain criminal, civil or administrative proceedings and related legal fees and costs
- Entertainment costs (unless specifically written into the budget and approved by the Board), including costs of amusement, diversion, social activities, ceremonials, and related incidental costs, such as bar charges, tips, personal telephone calls, and laundry charges of participants or guests
- Fines and penalties
- Traffic citations, including but not limited to parking citations
- Fundraising or lobbying costs
- Advertising (unless specifically written into the budget and approved by the Board)

CMSP COVID-19 Emergency Response Grant (CERG) Program

- Memorabilia or promotional materials
- Honoraria or other payments given for the purpose of conferring distinction or to symbolize respect, esteem, or admiration
- Goods or services for personal use, including automobiles, housing and personal living expenses or services
- Per diem or expenses for participants in a scheduled training event
- Investment management fees
- Losses on other sponsored projects
- Lease/purchase of land, buildings, or new construction
- Firearms
- Signing and retention bonuses
- Membership dues, including but not limited to memberships in civic, community or social organizations, or dining or country clubs
- Direct legal fees and costs incurred in development and implementation of the Project provided by individuals who are not employees of Grantee.

APPENDIX C: COVER SHEET
CMSP COVID-19 EMERGENCY RESPONSE GRANT (CERG) PROGRAM

1. CMSP County to Be Served: Sierra County

2. Funding Request:
Requested Amount : \$100,000

3. Lead Agency Applicant:

Organization: Sierra County Public Health Tax ID Number: 94-6000536
Applicant's Director: Vickie Clark
Title: Director
Address: 202 Front Street
City: Loyalton State: CA Zip Code: 96118 County: Sierra
Telephone: 530-993-6707 Fax: 530-993-6767
Email address: _____

4. Primary Contact Person (*Serves as lead contact for the project*):

Name: Vickie Clark
Title: Director
Organization : Sierra County Public Health
Address: 202 Front Street
City: Loyalton State: CA Zip Code: 96118 County: Sierra
Telephone: 530-993-6707 Fax: 530-993-6790
Email address: _____

5. Secondary Contact Person (*Serves as alternate contact*):

Name: Jessica Harris
Title: Public Health Program Manager
Organization : Sierra County Public Health
Address: 202 Front Street
City: Loyalton State: CA Zip Code: 96118 County: Sierra
Telephone: 530-993-6709 Fax: 530-993-6790
Email address: _____

6. Financial Officer (*Serves as Fiscal representative for the project*):

Name: Shawna Graves
Title: Public Health Accounting Tech
Organization : Sierra County Public Health
Address: 202 Front Street
City: Loyalton State: CA Zip Code: 96118 County: Sierra
Telephone: 530-993-6734 Fax: 530-993-6790
Email address: sgraves@sierracounty.ca.gov

CMSP COVID-19 Emergency Response Grant (CERG) Program

Agreement:

By submitting this application for CMSP COVID-19 Emergency Response Grant, the applicant signifies acceptance of the applicant's responsibility to comply with all requirements stated in the Request for application (RFA) authorized by the County Medical Services Program Governing Board (Governing Board). Further, the applicant understands that should the Governing Board award grant funding to the applicant, the Governing Board is not obligated to fund the grant until the applicant submits the correct and complete documents as required for the grant agreement; the Governing Board is otherwise satisfied that the applicant has fully met all Governing Board requirements for receipt of grant funding; and the grant agreement between the Governing Board and the applicant has been fully executed. The Governing Board shall have sole discretion on whether or not to award grant funding of any amount of the applicant.

I declare that I am the authorized representative of the applicant described herein. I further declare under penalty of perjury under the laws of the State of California that the information set forth in this Cover Sheet and the attached response to the CMSP COVID-19 Emergency Response Grant is true and correct.

County Administrative Officer

Signature: _____ **Date:** _____
Name: Jim Beard
Title: Chairman
Organization: Sierra County Board of Supervisors
Address: P.O. Drawer D
City: Downieville State: CA Zip Code: 95936 County: Sierra
Telephone: (530) 289-3295 Fax: (530) 289-2830
Email address: jbeard@sierracounty.ca.gov

Lead Agency Director

Signature: _____ **Date:** _____
Name: Vickie Clark
Title: Director
Organization: Sierra County Public Health
Address: 202 Front Street
City: Loyalton State: CA Zip Code: 96118 County: Sierra
Telephone: 530-993-6707 Fax: 530-993-6767
Email address: vclark@sierracounty.ca.gov

APPENDIX D: REQUEST FORM

CMSP COVID-19 EMERGENCY RESPONSE GRANT (CERG) PROGRAM

1) COUNTY NAME: Sierra County

2) TARGET POPULATION:

a. Please indicate below which one or more target population(s) the CMSP COVID-19 Emergency Response Grant Program will be focused on by **placing an X** next to the corresponding target population(s).:

- Uninsured and/or underinsured low-income adult county residents seeking health care services and supports in response to COVID-19 conditions;
- Specific low-income population groups in the county identified as most at risk of COVID-19 conditions based upon current data on risk and need;
- Publicly supported populations, including those on CMSP, Path to Health, Medi-Cal and/or Medicare, seeking health care services and supports in response to COVID-19 conditions;
- Low-income adult residents with existing health or behavioral health conditions that have housing and/or transportation challenges that impede their ability to obtain necessary health care services to address COVID-19 conditions.

b. Please briefly describe each of the target populations you have identified and the services or interventions that will be supported with CERG funding to address the needs of each of these target populations.

Uninsured and/or Underinsured Low-Income Adults:

In Sierra County, about 7% of people under age 65 do not have health insurance; we are confident that this number has increased due to economic instability and occupational layoffs. Additionally, prior to the State restrictions implemented for the pandemic, Sierra County had a civilian unemployment rate of 4%. Sierra County began this health emergency with a 13.3% poverty rate which we expect has jumped to more like a 40-50% poverty rate. Anticipated efforts to aid this population are:

- Provide care for COVID-19 patients by improving access to hotel rooms for self-isolation, health care, PPE, and essential services and supplies.*
- Prevent/limit exposure to COVID-19 by improving access to hotel rooms for self-quarantine, health care, PPE, and basic needs essential services and supplies.*
- Provide basic needs and wrap around services for those isolated with limited access to resources,*
- Link populations to health services, including mental health services, warm lines, supportive care and assisting people with assistance applications.*
- Work with organizations like CA Workforce Alliance to contract needed positions in the county to continue to provide essential services: cleaning and disinfecting workers, pick-up and delivery services, and extra help for the county, etc.*
- Provide support for the expanded food and meal delivery and pick up services being provided by partner organizations.*

- *Utilize funds for media that can inform this population of new benefits, health measures, corona virus guidance, programming and assistance available in the county.*
- *Transportation of this target population to care and/or alternative housing options (i.e. hotels).*

Publicly Supported Populations

We are experiencing a more than double increase of applications for public assistance in just the first month since the Governor's executive orders. Our tiny frontier county has very limited resources to meet the health and medical needs of our under 3000 residents. We have no hospital and no pharmacy; two very small clinics provide part time hours and are operated by outside county medical organizations as satellite offices; and there is one skilled nursing facility. That said, we are preparing to aide and assist our low income citizens and the COVID-19 response workforce to;

- *Provide care for COVID-19 patients by improving access to hotel rooms for self-isolation, health care, PPE, and essential services and supplies.*
- *Prevent/limit exposure to COVID-19 by improving access to hotel rooms for self-quarantine, health care, PPE, and basic needs essential services and supplies.*
- *Provide basic needs and wrap around services for those isolated with limited access to resources,*
- *Link populations to health services, including mental health services, warm lines, supportive care and assisting people with assistance applications.*
- *Work with organizations like CA Workforce Alliance to contract needed positions in the county to continue to provide essential services: cleaning and disinfecting workers, pick-up and delivery services, and extra help for the county, etc.*
- *Utilize funds for media that can inform this population of new benefits, health measures, corona virus guidance, programming and assistance available in the county.*
- *Provide support for the expanded food and meal delivery and pick up services being provided by partner organizations.*
- *Transportation of this target population to care and/or alternative housing options (i.e. hotels).*

3) PROPOSED PARTNER ORGANIZATIONS

Please describe the anticipated organizations that will receive CERG funding including eligible county departments and non-profit organizations.

Sierra County collaboratively works to meet the needs of our target populations through Public Health, Social Services, Behavioral Health, Office of Emergency Services, Sheriff's Office and Community Providers such as our Family Resource Center, Senior Center, Schools, Lodging operators, and others.

We anticipate using CERG funds for a sub-contract between Public Health and the Loyalton Senior Center for the provision of meals and food bank activities for our target populations. We also plan to work with lodging operators to provide supportive quarantine using vouchers for those services.

4) BUDGET REQUEST

- a. Applicants are required to complete and submit APPENDIX E: CERG Budget Template.
- b. Describe other anticipated COVID-19 funding sources, identified gaps, and how CERG funds will be coordinated with other efforts.
Sierra County will leverage funding sources through Public Health the Office of Emergency Services, FEMA, Behavioral Health, Social Services, and others.

The CERG funding will be used to fill the gaps and possibly provide match to other funding stream restrictions and/or limitations. Some staff have been pulled off of grants in order to provide COVID-19 response. This funding can assist with covering those costs.

Hotel expenses can be shared with Behavioral Health when serving the homeless population with mental health needs. CERG funding will fill gaps for those not meeting the severely mentally ill definition and those ancillary services not covered through the Behavioral Health or other Social Services funding streams. Those could include meals, laundry, cleaning, medication pick up, and PPE needs for clients and/or lodging staff. We are working with Workforce Alliance for staffing for some of these services. When they are unable to fill positions we will consider utilizing volunteers where appropriate or Public Health, Social Services and Behavioral Health staff that this funding my help to offset.

Public Health funding is meeting most of our public education and outreach activities for the COVID-19 Health Emergency. We are taxing our equipment and supplies quickly. CERG funding my be used to enhance our efforts to do a postal mailer, create a video, and/or create materials for the schools and other non-profit health and human services agencies.

Food banks' useage has almost tripled over the past two months. The Senior Center began delivering meals to an expanded population in order to keep our vulnerable populations away from congregate settings. The CERG funding will help to cover the excess expenses for food preparation, packaging, drivers, and food that are not covered through currently budgeted sources such as the Area Agency on Aging and FEMA.

When Medi-Cal or other funding cannot be accessed for transportation, CERG funding may be used to cover gas and staffing time to either help a client access medical care and/or medications/medical supplies as well access to lodging for supportive quarantine services.

- c. Describe the proposed use of CERG funds for services, staff and supplies and expected outcomes in the six (6) categories provided below. If no activities are proposed for a specific category, please write "CERG funds are not requested". Proposed expenditures must be in alignment with the allowable uses of grant funds listed in APPENDIX B.

Personal Protection Equipment (PPE), Healthcare Equipment and Supplies:

This includes items such as facemasks, gowns, hand sanitizer, and similar supplies and equipment needed to assist public employees, local health care providers, non-profit human services providers, and first-responders in responding to the COVID-19 pandemic.

Current PPE needs for Sierra County are mostly met. We are utilizing our Medical Health Operational Area Coordination (MHOAC) to request those needs for our health care providers and Office of Emergency Services (OES) requests for county and public operations. Priority has been given to health care providers and emergency response workers. As with many small rural areas, we have very limited number of sample collection

kits at this time. We anticipate needs for other essential workforce such as child care providers, grocery workers, takeout food facilities, school lunch personnel, transportation services, Health and Human Service workers, etc. As we ramp up for supportive quarantine services we will need to be able to provide PPE to families, lodging staff, and ancillary service providers. This could include masks, face shields, gowns, gloves, hand sanitizer, and disinfectant and cleaning supplies. We are estimating costs associated with supportive quarantine for about 20 people for 14 days each.

Our goal is to assure that anyone who needs PPE to protect themselves and others will have easy, quick access to it.

Supportive Quarantine Services:

This includes items such as hotel vouchers, rent coverage, food, and personal hygiene supplies for uninsured or underserved populations.

Due to our large numbers of low income individuals and families much of our housing infrastructure is compromised. For many, their current living arrangements are overcrowded and in such disrepair that their ability to exercise physical distancing and/or appropriate care for a COVID-19 positive patient will be impossible. We will need to provide supportive quarantine services through alternative housing for isolation and/or quarantine efforts. Those efforts will require lodging vouchers, food/meals, transportation, and personal hygiene supplies. We have confirmed access to about twenty hotel rooms across the county for an average cost of \$125 a night. We anticipate an average stay of 14 days for isolation or quarantine. We will plan on \$15 per day for a meal and supplement with other resources to provide additional meals. We will use CERG funds to assist with personal hygiene supplies and other personal items as needed.

Our goal is to quickly respond the needs of clients either diagnosed or exposed with Coronavirus by providing a safe and comfortable place for low income adults to isolate, quarantine and/or convalesce in order to decrease the transmission and spread of COVID-19.

Public Employees Needed for Emergency Response:

This includes salary and fringe benefits for existing employees or new limited-term employees of CMSP county public health, health care, and behavioral health departments required to support and provide assistance to low-income individuals affected by the COVID-19 pandemic.

Sierra County's health and human services staffing is small. This health emergency has required us to pull staff off of non-essential program efforts and into the fray of Coronavirus activities. Some programs will allow staffing costs to be absorbed and paid through their current budgeted programs and some will not. Public Health prevention programs have suspended program activities but are not able to allow long-term staffing costs for COVID-19 response. CERG funding will provide salary and fringe benefits for these employees.

Our goal is to have the flexibility to cover 10% to 20% of salary and fringe for two to three staff for two to three months spread out of the course of this grant.

Non-Profit Human Services Providers Needed for Emergency Response:

This includes community-based non-profit organizations providing emergency support to low-income individuals affected by the COVID-19 pandemic, including salaries and fringe benefits for existing or new limited-term employees.

Our local Senior Centers have increased their meal delivery operations significantly to meet

the new demands caused from the “Stay at Home” Coronavirus orders. These CERG funds will allow them to continue providing a nourishing meal to our vulnerable seniors and other isolated people. Additionally, funds may be used to assist the Commodity Food Distribution, Food Banks and/or other local food dispersal programs. Sub-contracted costs will include staff time, gas, supplies and food. The Senior Center reports utilizing \$10,000 for the east side of the county where about two thirds of the population resides and another \$5000 to assist the west of the county where smaller populations are much more spread out and isolated.

Our goal is that our partners will have the ability to provide meals and/or food to all of the vulnerable individuals who request the help. People making contact routinely with those isolated at home helps to identify needs before a crisis and keep people healthy and independent in their homes

Public Information and Outreach:

This includes development of public messaging regarding COVID-19 services and emergency response, including radio, print, digital and other means of communication.

There are no local radio stations or TV broadcasts in Sierra County. Radio station signal is unavailable on the West Side of the County. There is limited cellular service throughout the county. Much of the County still does not have reliable internet access, and during power outages phone service is compromised as well. There are two local newspapers that are distributed weekly and bi-weekly. Currently public communications are disseminated by posting flyers in the local Post Offices and word of mouth through key community stakeholders. Post Office boards often become cluttered with information from many sources and anybody visiting the Post Office has access to add and remove information at any time. By installing protected/locked central posting boards in remote communities, we would provide improved communications to all of our at-risk populations. Purchasing a large format color printer and related supplies will improve the quality and effectiveness of the flyers and posters placed on community boards. This funding could afford us considering a mass mailer or a video camera as well.

Our goal is to increase media reach across the county so that people have accurate and timely information about Coronavirus and county wide response activities.

Administration/Overhead Expenses:

Administrative and/or overhead expenses cannot equal no more than 15% of the total project expenditures. We understand the limit of 15% allowable for overhead expenses and will budget accordingly.

5) DATA COLLECTION AND REPORTING

Describe the expected data to be collected to document the services provided with CERG funding and to demonstrate the impact of services provided. Also, please identify the lead staff person(s) responsible for preparation of the required progress and expenditure reporting.

Public Health, Social Services and Behavioral Health are accustomed to collecting data for services provided to include demographic data, needs assessment, resource utilizations, and outcomes. Once we understand the reporting requirements for CERG, we anticipate having to

either utilize forms/templates provided or to edit something currently in use to capture those needs. We anticipate having several lead personnel to be assigned to the different components of these funding uses, including Public Health RN and Program Manager, Social Services ICW and Social Work Supervisors, and Behavioral Health Clinical Director and Program Manager. We will coordinate with our partner organization directors to collect data pertinent to the services/goods that they will contribute as well.

6) APPLICATION CHECK LIST

- Only **one** application will be considered from each CMSP County.
- Please read the CMSP COVID-19 Emergency Response Grant (CERG) Program Request for Applications available at <https://www.cmspcounties.org/covid-19-county-grants/>.
- Applications may be submitted beginning April 10, 2020 through June 10, 2020 at 5:00 PM PST.
- Submit application via email to grants@cmspcounties.org. Please include the “County Name” and “CERG Application” in the subject line of the email.
- Application must be complete at the time of submission and must use the required forms provided.
- The required forms are available for [download](#):
 - Completed CERG Cover Sheet (APPENDIX C). The cover sheet must be signed by the Applicant Agency and by the County Administrative Officer, or their designee, of the County requesting the CERG.
 - Please include a PDF of the signed version of the CERG Cover Sheet (APPENDIX C).
 - Please also include an Excel file of the unsigned version of the CERG Cover Sheet (APPENDIX C).
 - Completed CERG Request Form (APPENDIX D).
 - Completed CERG Budget Template (APPENDIX E).
- Do not provide any materials that are not requested, as reviewers will not consider the materials.

**APPENDIX E: BUDGET TEMPLATE
CMSP COVID-19 EMERGENCY RESPONSE GRANT (CERG) PROGRAM**

County: Sierra

Instructions: Please complete the sections shaded in blue. CMSP counties are permitted to apply up to the maximum amount of funding allowed per CMSP county listed in APPENDIX A over a one-year project period. The amount requested cannot exceed the total amount allowed per CMSP county. Please enter your best estimate of funds to be spent in the following six (6) categories. Please refer to APPENDIX B for information regarding allowable and unallowable grant expenses. Administrative and/or overhead expenses cannot equal no more than 15% of the total project expenditures.

In addition to completing this Budget Template, applicants need to describe their requested funds in Section 4 of the CERG Request Form (APPENDIX D). Please be aware that awarded CMSP counties will be required to submit a detailed budget as part of the Sixth-Month Grant Progress/Expenditure Report.

Category	Amount Requested
Personal Protection Equipment (PPE) and Supplies	\$ 4,200.00
Supportive Quarantine Services	\$ 49,300.00
Public Employees Needed for Emergency Response	\$ 9,000.00
Non-Profit Human Services Providers Needed for Emergency Response	\$15,000
Public Information and Outreach	\$ 7,500.00
Administration/Overhead Expenses (limited to 15%)	\$ 15,000.00
Total Request	\$ 100,000.00