

**MEMORANDUM OF UNDERSTANDING
REGARDING GRANT FUNDS**

Between

Yolo County

and

Sutter Davis Hospital

This Memorandum of Understanding (“MOU”) dated December 15, 2021 (“Effective Date”) is by and between Yolo County (“Grantee”), a political subdivision of the State of California, having a principal place of business at 625 Court Street, Woodland, CA 95695, and Sutter Valley Hospitals, a California nonprofit benefit corporation, doing business as Sutter Davis Hospital (“SDH”).

RECITALS

WHEREAS, SDH operates general acute care hospitals in Yolo County, California, and in conjunction therewith works to further its charitable mission of enhancing the well-being of people in the communities it services.

WHEREAS, Grantee is a provider of health and human services in the community.

I. ACCEPTANCE OF GRANT

The conditions set forth in this MOU are deemed to be agreed to by the Grantee if the Grantee accepts any funds from SDH. No payments will be released until a signed copy of the MOU is returned to SDH.

Grantee Contact:

Nolan Sullivan
Branch Director
625 Court Street, Woodland, CA 95695
nolan.sullivan@yolocounty.org

SDH Contact:

Angelika Corchado
Community Health Coordinator
2700 Gateway Oak Drive, Sacramento, CA 95833
corchaa@sutterhealth.org

Grant Amount: \$250,000

Grant Period: December 15, 2021 - December 31, 2023

Program Summary:

Grantee operates the following program (the “Program”) which will be supported by the funding under this MOU:

Yolo County is embarking on a very exciting pilot program that will target the lowest income and most vulnerable homeless families in the County with children under the age of 6. The program will provide these families intensive case management, housing, health, mental health and employment resources and a living wage basic income stipend that will put each families income over the California Poverty Measure (CPM) for 2 full years. Each family will be screened for income, existing benefits and family size and will receive a monthly stipend that is at a minimum \$1 over the CPM for their family size. Participants for the pilot were identified through the CalWORKS Housing Support Program (Homeless Families) and 65 current families were selected. Each family will essentially be lifted above the CPM for two full years to assist them in breaking the cycle of generational poverty and reaching self-sufficiency. A research team at the University of California Davis will be conducting a full study and evaluation of the program and its results to share with our funders, the larger anti-poverty community and State of California as a possible statewide pilot. There is an opportunity for Sutter Health’s Health Equity Institute to collaborate on the research study and jointly publish findings.

Outcome Objective:

II. REPORTING REQUIREMENTS AND PAYMENT SCHEDULE

SDH will issue payment for the designated grant amount to the Grantee upon completion of signatures by the authorized Grantee representative and the SDH authorized representative.

Payment Schedule

SDH agrees to pay Grantee \$250,000 (two hundred fifty thousand dollars) due on or before December 31, 2021.

We at SDH want to know about your accomplishments toward achieving the program’s objectives, including changes that may have been made in objectives or in the strategy for accomplishing them, and problems encountered and whether and how they have been resolved. Please see attached Reporting Guidelines.

Reporting Schedule

See attached Addendum for details.

Half-Year Report Due: July 2022, July 2023
Final Report Due: January 2023, January 2024

III. PUBLICITY

SDH is committed to improving the health of our community by supporting health programming by local grassroots and public agencies. We ask that the Grantee acknowledge SDH as a support organization on all published materials related to the subject matter of the grant award. Grantee grants to SDH the right and license to use Grantee's name, logos, photos and other similar information. We ask that you submit copies of all such publicity with your progress and final reports. **Any statement about SDH policy or staff must be cleared in advance with the contact person at SDH listed in Section I.**

IV. BUDGET AND USE OF FUNDS

Funds must be used by the Grantee in accordance with the Program Summary and Outcome Objectives stated in Section I above. Any significant changes within the final budget (i.e. >10% of total grant amount) must be approved in advance by SDH. Per IRS guidelines for community benefit reporting, please consider our contribution to your organization to be a donation that is restricted for use in carrying out your important community benefit work focused on serving poor and/or underserved populations in Yolo County. Your work will help address one or more of the significant community health needs in Yolo County.

V. REVERSION OF FUNDS

All funds not expended for the grant purpose agreed to by the Grantee and SDH must be returned to SDH by the completion of the Grant Period identified in Section I.

VI. AUDIT

SDH reserves the right to conduct an audit on the Grantee if SDH deems an audit to be appropriate and necessary in its sole discretion.

VII. COLLABORATION AND COMMUNICATION

Grantee has designated the primary contact person identified in Section I, who shall collaborate and communicate on a regular basis with SDH and its grant evaluation team.

Grantee agrees to participate in an evaluation study that will include all Sutter Health grantees, for the purpose of describing to the community the collective impact of the grantee cohort. Collective impact will include a combination of quantitative and qualitative data collection and analysis by an independent contractor selected by Sutter. Grantee will do the following: (1) meet with Sutter contractors within one month of grant award, to assess capacity and needs; (2) participate in development of an action plan for the ongoing

evaluation; (3) coordinate data collection and comply with submission schedule; and (4) participate in a review of data findings to facilitate interpretation and reporting to SDH. Grantee will also participate, as requested by SDH, in periodic site visits, interviews with key staff or project management, focus group discussions with staff or client groups. Grantee should factor these expectations into the budget Grantee submits for funding from SDH, to allow for staff and administrative time required to participate in the evaluation study.

VIII. INDEMNIFICATION

In accepting a grant from SDH, the Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless SDH, its officers, directors, affiliates, employees, representatives, agents, successors and assigns from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly or partially arising from or in connection with any act or omission of the Grantee, its employees, contractors, or agents, in applying for or accepting such grant, in expending or applying the funds furnished pursuant to such grant or in carrying out the program or project to be funded or financed by such grant, except to the extent that such claims, liabilities, losses or expenses result directly from any act or omission of SDH, its officers, directors, employees or agents.

IX. SIGNATURES

SDH is pleased to be able to make this grant award to your organization. Please sign and return a copy of this MOU to Angelika Corchado at corchaa@sutterhealth.org.

Jim Provenza
Chair, Board of Supervisors
Yolo County

Date

Keri Thomas
Vice President, External Affairs
Sutter Health Valley Area

Date

Approved as to Form:
Philip J. Pogledich, County Counsel

By: Hope P. Welton
Hope P. Welton, Senior Deputy

Sutter Davis Hospital GRANTS PROGRAM

REPORTING GUIDELINES

Program Data Reporting

Sutter Health works with LPC Consulting Associates (LPC) to support Community Health Investment partners with collecting and submitting their program data as part of the grant requirements. This data is used to learn about the reach and accomplishments of funded community benefit programs across the Valley Area region. Examples of the information partners are asked to report include:

- Number of individuals served
- Type and number of services provided
- Type and number of referrals made
- Client outcomes
- Narrative outcomes related to program impact, challenges, and client stories.

Reporting Timeline

Sutter requests that partners submit their program data twice a year. The Mid-Year Report, which covers January-June, is due in July. The Year-End Report, which covers July-December, is due in January. Detailed guidelines will be emailed to partners prior to each reporting period.

Reporting System (WizeHive)

Sutter Health uses the online reporting system WizeHive to collect partner reports. If you are a new user, please contact Melanie Rivera (riveramf@sutterhealth.org) to create an account. If you have an existing account, you will submit your Mid-Year and Year-End reports by completing the following steps:

1. Log in to your WizeHive account
2. Click on “Mid-Year Report Outstanding” or “Year-End Report Outstanding”
3. Click the “Open” button
4. Click the “Add New Item” button
5. When you have completed your report(s), click the “Save” then “Submit” button

Technical Assistance

The LPC team is here to help Community Benefit partners through the reporting process. We are happy to arrange a short call with you (or another member of your organization) to walk through the reporting form together and answer any questions you may have about the reporting requirements. You will receive an email from sutter@lpc-associates.com to offer reporting assistance.

Financial Reporting

By December 31st of each year contracted, please submit a Financial Summary report, including the amount of Sutter Community Benefit funds that remain unspent to:

Thank you. Please send report to:

Angelika Corchado
Community Health Coordinator
corchaa@sutterhealth.org