

**MEMORANDUM OF UNDERSTANDING
REGARDING GRANT FUNDS**

Between

County of Yolo Health and Human Services Agency

and

Sutter Valley Hospitals

This Memorandum of Understanding (“MOU”) dated January 1, 2023 (“Effective Date”) is by and between County of Yolo Health and Human Services Agency (“Grantee”), a California nonprofit benefit corporation, and Sutter Valley Hospitals, a California nonprofit public benefit corporation, doing business as Sutter Valley Hospitals (“Grantor”).

RECITALS

WHEREAS, Grantor operates a general acute care hospital located 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 non-profit provider of community care management 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 Grantor. No payments will be released until a signed copy of the MOU is returned to Grantor.

Grantee Contact:

Ian Evans
Adult and Aging Branch Director
137 N. Cottonwood St, Woodland, CA 95695
ians.evans@yolocounty.org

Grantor Contact:

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

Grant Amount: \$750,000

Grant Period: January 1, 2023 - December 31, 2025

Program Summary:

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

The Crisis Now program would develop a 24/7 Access/Crisis Call Center, 24/7 Crisis Responders, and a 24/7 Receiving/Sobering Center. Implementation of Crisis Now in Yolo County would improve the way our community meets the needs of individuals in mental health crisis who may otherwise end up in the emergency room, at risk for suicide, and/or involved in the criminal justice system. Further, integrated care results in linkages for follow up services that may prevent crisis reoccurrence. The program would support the 220,408 residents of Yolo County under a No Wrong Door policy- this means there is no utilization management in the field on the part of law enforcement and the facility would accept non-local persons.

Outcome Objective:

Provide mental health support services to the community.

II. PAYMENT SCHEDULE; REPORTING REQUIREMENTS

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

Payment Schedule

Grantor agrees to pay Grantee seven hundred fifty thousand dollars (\$750,000) per the payment schedule below:

- Two hundred fifty thousand dollars due on or before February 28, 2023
- Two hundred fifty thousand dollars due on or before February 28, 2024
- Two hundred fifty thousand dollars due on or before February 28, 2025

Notwithstanding the foregoing, Grantor shall have the right to terminate this MOU (including any outstanding, prospective grant payments) at any time, with or without cause, by providing at least sixty (60) days’ prior written notice to Grantee.

Reporting Requirements

Grantor wants 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 **Exhibit A (Reporting Guidelines)**.

Half-Year Report Due: July 2023, July 2024, July 2025

Final Report Due: January 2024, January 2025, January 2026

III. PUBLICITY

Grantor 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 Grantor as a support organization on all published materials related to the subject matter of the grant award. Grantee grants to Grantor 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 Grantor's policies or staff must be cleared in advance with the Grantor's contact person 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. greater than 10% of total grant amount) must be approved in advance by Grantor. 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. Grantee's 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 Grantor must be returned to Grantor by the completion of the Grant Period identified in Section I.

VI. AUDIT

Grantor reserves the right to conduct an audit on Grantee if Grantor 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 Grantor 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 and documenting the collective impact of Sutter

Health's grantees. The evaluation study will include a combination of quantitative and qualitative data collection and analysis by an independent contractor selected by Sutter Health. As part of the evaluation study, 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 Grantor. Grantee will also participate, as requested by Grantor, 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 Grantor, to allow for staff and administrative time required to participate in the evaluation study.

VIII. INDEMNIFICATION

In accepting a grant from Grantor, Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Grantor and its affiliates, and its and their officers, directors, 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 Grantor, its officers, directors, employees or agents.

IX. COUNTERPARTS

This MOU may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument. A photocopy, scanned, or electronically signed version of the executed MOU may be used as if it were the original MOU.

X. SIGNATURES

Grantor is pleased to be able to make this grant award to your organization. By their signatures below, each of the signatories to this MOU represent that they have the authority to execute this MOU and to bind the party on whose behalf their execution is made. Please sign and return [*if hard* copy - two copies of this MOU with original signatures to Angelika Corchado, 2702 Gateway Oak Drive, Sacramento, CA 95833.

[Signatures on following page]

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties have executed MOU on the dates set forth below to be effective as of the Effective Date.

GRANTEE:

Angel Barajas, Chair
Yolo County Board of Supervisors

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

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

Date

GRANTOR:

Keri Thomas
Vice President, External Affairs
Sutter Health Valley Area

Date

**SUTTER VALLEY HOSPITALS
GRANTS PROGRAM
REPORTING GUIDELINES**

Program Data Reporting

SVH 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
- Number of clients connected with other resources in the community and types of resources client outcomes
- Narrative outcomes related to program impact, challenges, and client stories.

Reporting Timeline

SVH 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)

SVH 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, if any SVH Community Benefit funds remain unspent, to:

Angelika Corchado
Coordinator, Community Health
CorchaA@sutterhealth.org