

Appendix E

Aurrera Health Group and County of Humboldt DHHS - Public Health Agreement Amendment

This amendment (“Amendment”) is effective June 30, 2021 between Aurrera Health Group (“Aurrera”) and County of Humboldt DHHS - Public Health and amends the original agreement (“Agreement”) entered into on June 30, 2020.

Provisions not mentioned here remain unchanged. All the terms and conditions in the original contract stay intact and unchanged. Except as set forth in this Amendment, the Agreement shall continue in full force and effect according to its terms. If there is conflict between this Amendment and the Agreement or any prior amendment(s), the terms of this Amendment shall prevail.

The agreement is amended as follows:

Original Contract Period: Begin June 30, 2020 and conclude on June 29, 2021.

Amended Contract Period: Begin July 1, 2021 and conclude on December 31, 2021.

Grant Award:

The total grant award does not change. The table below summarizes shifts in grant funds between grant types. Payment will be made after Aurrera has determined satisfactory amendment of the contract, timely submission of required quarterly reports, and determination the Grantee is in good standing. All Grant funding is subject to final amendment approval and available state funding for the ACEs Aware initiative.

Grant Type	Original Grant Amount (awarded June 30, 2020)	Revised Grant Amount (as of June 30, 2021)
Provider Training (Supplemental)	\$110,000	\$150,000
Communications	\$75,000	\$35,000

Record Retention:

a. The Grantee shall retain all financial records, supporting documents, statistical records, and all other records in accordance with 45 CFR section 75.361. At minimum, the Grantee agrees to retain all receipts and expense documents acquired during the duration of this grant for at least 5 years after the grant end date. The Grantee will be responsible for providing those documents to Aurrera as requested for any audits that may occur during or after the contract has been completed.

b. Grantees shall retain all records that substantiate the activities, deliverables, and costs under this contract. This includes, but is not limited to:

- Personnel costs
- Proof of purchase for all related equipment and supplies
- Proof of costs and payments for subcontracted providers
- Job descriptions for key staff
- Protocols and workflows as identified in the scope of work

c. Aurrera and DHCS have the right to access any documents, papers, or other records of the Grantee which are pertinent to the Agreement, for the purpose of performing audits, examinations, excerpts and transcripts. The right to access records also includes timely and reasonable access to the Grantee's personnel for the purpose of interview and discussion related to the requested documents.

d. The right to access records is not limited to the required retention period but lasts as long as the records are retained by the Grantee.

Scope of Work:

The specific services the Grantee will provide are set forth in, the Scope of Work ("SOW") attached as Appendix A. Unless otherwise noted, the Grantee agrees to complete the activities outlined in the original SOW and augmented with activities outlined in Appendix F (Work Plan).

IN WITNESS WHEREOF, the parties have executed this Agreement.

County of Humboldt DHHS - Public Health

Aurrera Health Group

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: _____

Name: Jennifer Ryan

Title: _____

Title: Executive Vice President

Appendix F

Work Plan

Timeline & Activities	Estimated Invoice Amount
May 2021	
• Supplemental Training 0-5: Revising the training materials for the 2 nd round review & updating resources	\$3,111
• Supplemental Training Ka'm-t'em: Curriculum Development	\$2,871
• Supplemental Training Ka'm-t'em: Initial Editing of Interviews	\$1,124
• Supplemental Training Ka'm-t'em: Interviews	\$9,000
• Communications: Develop and run Radio PSA Campaign (Paid in full for remainder of 8 month grant period)	\$8000
• Communications: Office supplies Canva (paid in full for remainder of 8 month grant period) and Mailchimp	\$389.19
• Communications: Develop and disseminate Email Blasts, Newsletters and Social Media	\$0
• Communications: Presentations (create content and circulate to community coalition meetings and strategic partnerships)	\$0
• Communications: Website Content Development	\$0
• Communications: Develop Digital Ads (local media, Spotify, YouTube, Pandora, etc.)	\$0
• Communications: Develop Print Ads (local newspapers)	\$0
June 2021	
• Supplemental Training 0-5: Revising the training materials for the 3 rd round review & updating resources	\$1,944
• Supplemental Training Ka'm-t'em: Revising the training materials from the 1 st round review & updating resources	\$3,263
• Supplemental Training Ka'm-t'em: Final Editing of Ka'm-t'em Videos	\$610
• Supplemental Training Ka'm-t'em: Payment for Interviews conducted in Spring of 2021	\$1,500
• Communications: Office supplies – Mailchimp	\$30.99
• Communications: Run Radio PSA Campaign (Paid in May)	\$0
• Communications: Develop and disseminate Email Blasts, Newsletters and Social Media	\$0

Timeline & Activities	Estimated Invoice Amount
• Communications: Presentations (create content and circulate to community coalition meetings and strategic partnerships)	\$0
• Communications: Website Content Development	\$0
• Communications: Develop Digital Ads (local media, Spotify, YouTube, Pandora, etc.)	\$0
• Communications: Develop Print Ads (local newspapers)	\$0
July 2021	
• Supplemental Training 0-5: Revising & recording the training materials	\$5,251
• Supplemental Training 0-5: Producing animations	\$3,000
• Supplemental Training Ka'm-t'em: Revising the training materials for the 2 nd round review & updating resources	\$2,871
• Supplemental Training Ka'm-t'em: Final Editing of Ka'm-t'em Videos	\$310
• Communications: Office supplies – Mailchimp	\$30.99
• Communications: coordinate, complete and submit invoice report and quarterly report (if required)	\$690
• Communications: Training promotion materials development	\$1380
• Communications: run radio PSA campaign (paid in May)	\$0
• Communications: Develop and disseminate email blasts, newsletter and social media	\$690
• Communications: Presentations (create content and circulate to community coalition meetings and strategic partnerships)	\$460
• Communications: Website content development and posts	\$460
• Communications: Run digital ads (local media, Spotify, YouTube, Pandora, etc. - paid in full for remainder of 6 month grant period)	\$5500
• Communications: Run print ads (local newspapers. - paid in full for remainder of 6 month grant period)	\$3500
August 2021	
• Supplemental Training 0-5: Recording the training modules	\$5,251
• Supplemental Training 0-5: Constructing the website	\$2,600
• Supplemental Training Ka'm-t'em: Shipping of Ka'm-t'em Books to Participants	\$700
• Communications: Office supplies – Mailchimp	\$30.99
• Communications: Training promotion materials development and outreach	\$1840

Timeline & Activities	Estimated Invoice Amount
• Communications: Run radio PSA campaign (paid in May)	\$0
• Communications: Develop and disseminate email blasts, newsletter and social media	\$690
• Communications: Presentations (create content and circulate to community coalition meetings and strategic partnerships)	\$690
• Communications: Website content development and posts	\$1380
• Communications: Run digital ads (local media, Spotify, YouTube, Pandora, etc. - paid in July)	\$0
• Communications: Run print ads (local newspapers - paid in July)	\$0
September 2021	
• Supplemental Training 0-5: Launching the website and training for the 1 st cohort trainees	\$2,374
• Supplemental Training Ka'm-t'em: Finalization of Website & Supplies	\$1,084
• Supplemental Training Ka'm-t'em: Revising the training materials for the 3 rd round review & updating resources (Registration Begins)	\$1,109
• Communications: Office supplies – Mailchimp	\$30.99
• Communications: Training promotion outreach	\$690
• Communications: run radio PSA campaign (paid in May)	\$0
• Communications: develop and disseminate email blasts, newsletter and social media	\$690
• Communications: presentations (create content and circulate to community coalition meetings and strategic partnerships)	\$460
• Communications: website content development and posts	\$690
• Communications: run digital ads (local media, Spotify, YouTube, Pandora, etc. - paid in July)	\$0
• Communications: run print ads (local newspapers- paid in July)	\$0
October 2021	
• Supplemental Training 0-5: Training continues	\$2,374
• Supplemental Training Ka'm-t'em: Training Activities (live event and/or recording)	\$1,100
• Communications: Office supplies – Mailchimp	\$30.99
• Communications: coordinate, complete and submit invoice report and quarterly report (if required)	\$690
• Communications: run radio PSA campaign (paid in May)	\$0

Timeline & Activities	Estimated Invoice Amount
<ul style="list-style-type: none"> Communications: develop and disseminate email blasts, newsletter and social media 	\$690
<ul style="list-style-type: none"> Communications: presentations (create content and circulate to community coalition meetings and strategic partnerships) 	\$460
<ul style="list-style-type: none"> Communications: website content development and posts 	\$690
<ul style="list-style-type: none"> Communications: run digital ads (local media, Spotify, YouTube, Pandora, etc.) 	\$0
<ul style="list-style-type: none"> Communications: run print ads (local newspapers) 	\$0
November 2021	
<ul style="list-style-type: none"> Supplemental Training 0-5: Preparing for final report 	\$1,556
<ul style="list-style-type: none"> Supplemental Training Ka'm-t'em: Preparing for final report 	\$1,245
<ul style="list-style-type: none"> Communications: Office supplies – Mailchimp 	\$30.99
<ul style="list-style-type: none"> Communications: run radio PSA campaign (paid in May) 	\$0
<ul style="list-style-type: none"> Communications: create content and disseminate email blasts, newsletter and social media 	\$960
<ul style="list-style-type: none"> Communications: presentations (create content and circulate to community coalition meetings and strategic partnerships) 	\$460
<ul style="list-style-type: none"> Communications: website content development and posts 	\$960
<ul style="list-style-type: none"> Communications: run digital ads (local media, Spotify, YouTube, Pandora, etc. - paid in July) 	\$0
<ul style="list-style-type: none"> Communications: run print ads (local newspapers- paid in July) 	\$0
December 2021	
<ul style="list-style-type: none"> Supplemental Training 0-5: Submitting final report 	\$1,400
<ul style="list-style-type: none"> Supplemental Training Ka'm-t'em: Submitting final report 	\$715
<ul style="list-style-type: none"> Communications: Office supplies – Mailchimp 	\$30.99
<ul style="list-style-type: none"> Communications: coordinate, complete and submit invoice report, final report and quarterly report (if required) 	\$1840
<ul style="list-style-type: none"> Communications: run radio PSA campaign (paid in May) 	\$0
<ul style="list-style-type: none"> Communications: create content and disseminate email blasts, newsletter and social media 	\$690
<ul style="list-style-type: none"> Communications: presentations (create content and circulate to community coalition meetings and strategic partnerships) 	\$460
<ul style="list-style-type: none"> Communications: website content development and posts 	\$690
<ul style="list-style-type: none"> Communications: run digital ads (local media, Spotify, YouTube, Pandora, etc. - paid in July) 	\$0
<ul style="list-style-type: none"> Communications: run print ads (local newspapers- paid in July) 	\$0

Timeline & Activities	Estimated Invoice Amount
Remaining Total	\$92,231.00
Beginning July 1, 2020 \$40,004 will be transferred from communications to supplemental training grant activities – this is reflected in the numbers below.	
<ul style="list-style-type: none"> Subtotal: Supplemental Trainings (Ka'm-t'em \$27,501: 0-5 \$29,752) 	\$57,253
<ul style="list-style-type: none"> Subtotal: Communications 	\$34,996.00