

March 16, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Local Subrecipient Blueprint Grant Agreement with Todos Juntos Ready to Smile to provide community education and access to basic dental supplies. Agreement value is \$44,436.97 for 1 year. Funding is through Public Health allocated General Funds for Blueprint Grants.

Previous Board Action/Review	None		
Performance Clackamas	1. Ensure safe, healthy, and secure communities		
Counsel Review	Yes	Procurement Review	No
Contact Person	Philip Mason-Joyner	Contact Phone	503-742-5956

EXECUTIVE SUMMARY: This grant will increase access and education to families in rural Clackamas County regarding the importance of oral health at a young age. This grant will increase access and education to families in rural Clackamas County regarding the importance of oral health at a young age. This grant will help create awareness of providing proper care from birth on, which will reduce health disparities.

The Blueprint grant will help rural communities with limited dental care access. Todos Juntos supports a trauma-informed approach by providing access to basic dental supplies and in how they educate families on this topic. Todos Juntos will utilize an evidence-based curriculum to educate our rural community in English and Spanish. Several Todos Juntos staff have been trained in, Be Ready to Smile curriculum for oral family health. Funds will be primarily used to purchase baby finger brushes, toddler dental kits with timers, toothbrush, floss, sugar-free toothpaste, adult dental kits for the parent, and teeth brushing charts to help create a healthy dental routine. They will also purchase the Sesame Street Ready, Set Brush board book to be in every Brainbox. They plan to purchase StarSmilez Presentation kits for staff in their youth programs. These kits include a plush dental toy to demonstrate proper brushing, a classroom book on dental health, coloring pages, and more.

The Amendment is effective July 1, 2022, and continues through June 30, 2024.

RECOMMENDATION: Staff recommends board approval of non-Federal Subrecipient Blueprint Grant Agreement with Todos Juntos for the Ready to Smile Program.

Respectfully submitted,

Rodney A. Cook

Rodney A. Cook, Director
Health, Housing, and Human Services

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CLACKAMAS COUNTY, OREGON	
LOCAL SUBRECIPIENT GRANT AGREEMENT PH-23-001	
Program Name: <i>Todos Juntos Ready Smile Program Blueprint Grant</i>	
Program/Project Number: #10871	
This Agreement is between <u>Clackamas County, Oregon</u> , acting by and through its Public Health Division (COUNTY) and <u>Todos Juntos</u> (SUBSUBRECIPIENT), an Oregon Non-Profit Organization.	
COUNTY Data	
Grant Accountant: <i>Sherry Olson</i>	Program Manager: <i>Susan Berns-Norman</i>
Clackamas County Public Health Division Finance & Business Services Manager 2051 Kaen Rd. Suite 367 Oregon City, OR 97045 (971) 804-1012 SOlson4@clackamas.us	Clackamas County Public Health Division Program Manager 2051 Kaen Rd Suite 367. Oregon City, OR 97045 (503) 936-2415 SusanB@clackamas.us
SUBRECIPIENT Data	
Finance/Fiscal Representative: <i>Eric Johnson</i>	Program Representative: <i>Eric Johnson</i>
Todos Juntos P.O. Box Canby, OR 97013 503-544-1513 ejtodosjuntos2@gmail.com	Todos Juntos P.O. Box Canby, OR 97013 503-544-1513 ejtodosjuntos2@gmail.com
FEIN: 93-1308023	

RECITALS

1. This grant will increase access and education to families in rural Clackamas County regarding the importance of oral health at a young age. This grant will increase access and education to families in rural Clackamas County regarding the importance of oral health at a young age. This grant will help create awareness of providing proper care from birth on, which will reduce health disparities.
2. The Blueprint grant will help rural communities who have limited access to dental care. Todos Juntos supports a trauma informed approach by providing access to basic dental supplies and in how they educate families on this topic. Todos Juntos, will utilize evidence-based curriculum to provide education to our rural community in English and Spanish. Several Todos Juntos staff have been trained in, Be Ready to Smile, curriculum for family oral health. Funds will be primarily used to purchase baby finger brushes, toddler dental kits that have timers, toothbrush, floss, and sugar free toothpaste, adult dental kits for the parent, and teeth brushing charts to help create a healthy dental routine. They will also purchase the Sesame Street Ready, Set Brush board book to be in every Brain box. They plan to purchase StarSmilez Presentation kits for staff to use in all their youth programs. These kits include dental plush toy to demonstrate proper brushing on, classroom book on dental health, coloring pages, and more.

3. Blueprint Grants are provided with County General Funds that have been allocated to Public Health. These grants are to encourage to community-based organizations to provide services that align with county initiative. Awardees are selected through a competitive NOFO process.
4. Blueprint Grants are funded by public health through its general funds allocated budget.
5. This Grant Agreement of financial assistance sets forth the terms and conditions pursuant to which SUBSUBRECIPIENT agrees on delivery of the Program.

NOW THEREFORE, according to the terms of this Local Grant Agreement the COUNTY and SUBSUBRECIPIENT agree as follows:

AGREEMENT

1. **Term and Effective Date.** This Agreement shall become effective on the date it is fully executed and will terminate on June 30, 2024, unless sooner terminated or extended pursuant to the terms hereof. Eligible expenses permitted under this Agreement may be incurred no earlier than **July 1, 2022** and not later than **June 30, 2024**, unless this Agreement is sooner terminated or extended pursuant to the terms hereof. No grant funds are available for expenditures after the expiration date of this Agreement.
2. **Program.** The Program is described in Attached Exhibit A: SUBRECIPIENT Statement of Program Objectives. SUBRECIPIENT agrees to perform the Program in accordance with the terms and conditions of this Agreement.
3. **Standards of Performance.** SUBRECIPIENT shall perform all activities and programs in accordance with the requirements set forth in this Agreement and all applicable laws and regulations. Furthermore, SUBRECIPIENT shall comply with the requirements of the Clackamas County Public Health Division. Health Division Blueprint Community Grant Agreement that is the source of the grant funding.
4. **Grant Funds.** The COUNTY's funding for this Agreement is the **Blueprint Community Grant PH-23-001** issued by the COUNTY by Public Health Division. The maximum, not to exceed, grant amount that the COUNTY will pay is **\$44,436.97**.

Disbursements. This is a cost reimbursement grant and disbursements will be made monthly in accordance with the requirements contained in Exhibit D: Request for Reimbursement.

- 4.1. Remaining balance of funding will be released upon receipt of monthly invoices of true and verifiable expenses.

Failure to comply with the terms of this Agreement may result in withholding of payment.

5. **Amendments.** The terms of this Agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by both parties. **SUBRECIPIENT must submit a written request including a justification for any amendment to the COUNTY in writing at least forty-five (45) calendar days before this Agreement expires.** No payment will be made for any services performed before the beginning date or after the expiration date of this Agreement. If the maximum compensation amount is increased by amendment, the amendment must be fully effective before SUBRECIPIENT performs work subject to the amendment.
6. **Termination.** This Agreement may be terminated by the mutual consent of both parties or by a party

upon written notice from one to the other. This notice may be transmitted in person, by mail, facsimile, or by email, with confirming record of delivery confirmation through electronic mail return-receipt, or by confirmation that the electronic mail was accessed, downloaded, or printed. .

7. **Funds Available and Authorized.** The COUNTY certifies that it has been awarded funds sufficient to finance the costs of this Agreement. SUBRECIPIENT understands and agrees that payment of amounts under this Agreement is contingent on the COUNTY receiving appropriations or other expenditure authority sufficient to allow the COUNTY, in the exercise of its reasonable administrative discretion, to continue to make payments under this Agreement.
8. **Future Support.** COUNTY makes no commitment of future support and assumes no obligation for future support for the activity contracted herein except as set forth in this agreement.
9. **Administrative Requirements.** SUBRECIPIENT agrees to its status as a SUBRECIPIENT, and accepts among its duties and responsibilities the following:
 - a) **Financial Management.** SUBRECIPIENT shall comply with Generally Accepted Accounting Principles (GAAP) or another equally accepted basis of accounting, use adequate internal controls, and maintain necessary sources documentation for all costs incurred.
 - b) **Revenue Accounting.** Grant revenue and expenses generated under this Agreement should be recorded in compliance with generally accepted accounting principles and/or governmental accounting standards. This requires that the revenues are treated as unearned income or “deferred” until the compliance requirements and objectives of the grant have been met. Revenue may be recognized throughout the life cycle of the grant as the funds are “earned”. All grant revenues not fully earned and expended in compliance with the requirements and objectives at the end of the period of performance must be returned to the County within 15 days.
 - c) **Budget.** SUBRECIPIENT use of funds may not exceed the amounts specified in the Exhibit B: SUBRECIPIENT Program Budget. SUBRECIPIENT may not transfer grant funds between budget lines without the prior written approval of the COUNTY. At no time may budget modifications change the scope of the original grant application or agreement.
 - d) **Allowable Uses of Funds.** SUBRECIPIENT shall use funds only for those purposes authorized in this Agreement and in accordance with Clackamas County Health, Housing, and Human Services Public Health Division.
 - e) **Period of Availability.** SUBRECIPIENT may charge to the award only allowable costs resulting from obligations incurred during the term and effective date. Cost incurred prior or after this date will be disallowed.
 - f) **Match.** Matching funds are not required for this Agreement.
 - g) **Performance and Financial Reporting.** SUBRECIPIENT must submit Performance Reports according to the schedule specified in Exhibit C: SUBRECIPIENT Performance Reporting. SUBRECIPIENT must submit Financial Reports according to the schedule specified in Exhibit D: Request for Reimbursement. All reports must be submitted on SUBRECIPIENT letterhead, must reference this agreement number, and be signed and dated by an authorized official of SUBRECIPIENT.
 - h) **Audit.** SUBRECIPIENT shall comply with the audit requirements prescribed by State and Federal law.

- i) **Monitoring.** SUBRECIPIENT agrees to allow access to conduct site visits and inspections of financial and programmatic records for the purpose of monitoring. COUNTY, the Clackamas County Public Health Division, the Secretary of the State of Oregon, and their duly authorized representatives shall have access to such records and other books, documents, papers, plans, records of shipments and payments and writings of SUBRECIPIENT that are pertinent to this Agreement, whether in paper, electronic or other form, to perform examinations and audits and make excerpts, copies and transcripts. Monitoring may be performed onsite or offsite, at the COUNTY's discretion.
- j) **Record Retention.** SUBRECIPIENT will retain and keep accessible all such financial records, books, documents, papers, plans, records of shipments and payments and writings for a minimum of six (6) years following the Project End Date (June 30, 2024), or such longer period as may be required by applicable law, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later.
- k) **Failure to Comply.** SUBRECIPIENT acknowledges and agrees that this agreement and the terms and conditions therein are essential terms in allowing the relationship between COUNTY and SUBRECIPIENT to continue, and that failure to comply with such terms and conditions represents a material breach of the original contract and this agreement. Such material breach shall give rise to the COUNTY's right, but not obligation, to withhold SUBRECIPIENT grant funds until compliance is met, reclaim grant funds in the case of omissions or misrepresentations in financial or programmatic reporting, or to terminate this relationship including the original contract and all associated amendments.

10. Compliance with Applicable Laws

- a) **Public Policy.** SUBRECIPIENT expressly agrees to comply with all public policy requirements, laws, regulations, and executive orders issued by the Federal government, to the extent they are applicable to the Agreement: (i) Titles VI and VII of the Civil Rights Act of 1964, as amended; (ii) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (iii) the Americans with Disabilities Act of 1990, as amended; (iv) Executive Order 11246, as amended; (v) the Health Insurance Portability and Accountability Act of 1996; (vi) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended; (vii) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (viii) all regulations and administrative rules established pursuant to the foregoing laws; and (ix) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations; and as applicable to SUBRECIPIENT.
- b) **Conflict Resolution.** If conflicts are discovered among federal, state and local statutes, regulations, administrative rules, executive orders, ordinances and other laws applicable to the Services under the Agreement, SUBRECIPIENT shall in writing request COUNTY resolve the conflict. SUBRECIPIENT shall specify if the conflict(s) create a problem for the design or other Services required under the Agreement.

11. State Procurement Standards

- a) County's performance under the Agreement is conditioned upon SUBRECIPIENT's compliance with, and SUBRECIPIENT shall comply with, the obligations applicable to public contracts under the Local Contract Review Board ("LCRB") regulations (Appendix C of Clackamas County Code, located at <http://www.clackamas.us/code/>), which are incorporated by reference herein. [IF STATE FUNDED, PASS THROUGH APPLICABLE STATE CONTRACTING RULES, PER YOUR GRANT AWARD.]

- b) Procurements for goods and services under this award shall use processes as outlined below:

\$0-\$5,000	Direct procurement	One vendor contact
\$5,000-\$50,000	Intermediate procurement	Obtain & document three quotes, award on best value
\$50,000-\$150,000	Intermediate Plus procurement	Issue request for quotes or other appropriate form of solicitation, award on best value
+\$150,000	Formal	Formal solicitation process following written procurement policies

- c) All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition. All sole-source procurements in excess of \$5,000 must receive prior written approval from County in addition to any other approvals required by law applicable to the SUBRECIPIENT. Justification for sole-source procurement in excess of \$5,000 should include a description of the project and what is being contracted for, an explanation of why it is necessary to contract noncompetitively, time constraints and any other pertinent information. Intergovernmental agreements are excluded from this provision.
- d) SUBRECIPIENT shall be alert to organizational conflicts of interest or non-competitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. SUBRECIPIENT shall follow chapter 244 of the Oregon Government Ethics Law relating to conflicts of interest. Contractors that develop or draft specifications, requirements, statements of work, and/or solicitations for proposals for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Any request for exemption must be submitted in writing to COUNTY.
- e) SUBRECIPIENT agrees that, to the extent they use contractors or subcontractors, SUBRECIPIENT shall use small, minority-owned, and/or women-owned businesses when possible.

12. General Agreement Provisions.

- a) **Indemnification.** SUBRECIPIENT agrees to indemnify and hold COUNTY harmless with respect to any claim, cause, damage, action, penalty or other cost (including attorney’s and expert fees) arising from or related to SUBRECIPIENT’s negligent or willful acts or those of its employees, agents or those under SUBRECIPIENT’s control. SUBRECIPIENT is responsible for the actions of its own agents and employees, and COUNTY assumes no liability or responsibility with respect to SUBRECIPIENT’s actions, employees, agents or otherwise with respect to those under its control.
- b) **Insurance.** During the term of this agreement, SUBRECIPIENT shall maintain in force, at its own expense, each insurance noted below:
- 1) **Commercial General Liability.** SUBRECIPIENT shall obtain, at SUBRECIPIENT’s expense, and keep in effect during the term of this agreement, Commercial General Liability Insurance covering bodily injury, death, and property damage on an “occurrence” form in the amount of not less than \$1,000,000 per occurrence/ \$2,000,000 general aggregate for the protection of COUNTY, its officers, commissioners, and employees. This coverage shall include Contractual Liability insurance for the indemnity provided under this agreement. This policy(s) shall be primary insurance as respects to the COUNTY. Any insurance or self-insurance maintained by COUNTY shall be excess and shall not contribute to it.

- 2) **Abuse and Molestation Liability.** Abuse and Molestation Insurance as part of the Commercial General Liability policy in a form and with coverage that are satisfactory to the County covering damages arising out of actual or threatened physical abuse, mental injury, sexual molestation, negligent: hiring, employment, supervision, investigation, reporting to proper authorities, and retention of any person for whom the Contractor is responsible including but not limited to Contractor and Contractor's employees and volunteers. Policy endorsement's definition of an insured shall include the Contractor, and the Contractor's employees and volunteers. Coverage shall be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence. Any annual aggregate limit shall not be less than \$3,000,000.
- 3) **Commercial Automobile Liability.** If the Agreement involves the use of vehicles, SUBRECIPIENT shall obtain at SUBRECIPIENT expense, and keep in effect during the term of this agreement, Commercial Automobile Liability coverage including coverage for all owned, hired, and non-owned vehicles. The combined single limit per occurrence shall not be less than \$1,000,000.
- 4) **Professional Liability.** If the Agreement involves the provision of professional services, SUBRECIPIENT shall obtain and furnish the COUNTY evidence of Professional Liability Insurance covering any damages caused by an error, omission, or negligent act related to the services to be provided under this agreement, with limits not less than \$2,000,000 per occurrence for the protection of the COUNTY, its officers, commissioners and employees against liability for damages because of personal injury, bodily injury, death, or damage to property, including loss of use thereof, and damages because of negligent acts, errors and omissions in any way related to this agreement. COUNTY, at its option, may require a complete copy of the above policy.
- 5) **Workers' Compensation.** Insurance in compliance with ORS 656.017, which requires all employers that employ subject workers, as defined in ORS 656.027, to provide workers' compensation coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). If contractor is a subject employer, as defined in ORS 656.023, contractor shall obtain employers' liability insurance coverage limits of not less than \$1,000,000.
- 6) **Additional Insured Provisions.** All required insurance, other than Professional Liability, Workers' Compensation, and Personal Automobile Liability and Pollution Liability Insurance, shall include "Clackamas County, its agents, officers, and employees" as an additional insured, but only with respect to SUBRECIPIENT's activities under this agreement.
- 7) **Notice of Cancellation.** There shall be no cancellation, material change, exhaustion of aggregate limits or intent not to renew insurance coverage without 30 days written notice to the COUNTY. Any failure to comply with this provision will not affect the insurance coverage provided to COUNTY. The 30 day notice of cancellation provision shall be physically endorsed on to the policy.
- 8) **Insurance Carrier Rating.** Coverage provided by SUBRECIPIENT must be underwritten by an insurance company deemed acceptable by COUNTY. Insurance coverage shall be provided by companies admitted to do business in Oregon or, in the alternative, rated A- or better by Best's Insurance Rating. COUNTY reserves the right to reject all or any insurance carrier(s) with an unacceptable financial rating.
- 9) **Certificates of Insurance.** As evidence of the insurance coverage required by this agreement, SUBRECIPIENT shall furnish a Certificate of Insurance to COUNTY. No agreement shall be in effect until the required certificates have been received, approved,

and accepted by COUNTY. A renewal certificate will be sent to COUNTY 10 days prior to coverage expiration.

- 10) **Primary Coverage Clarification.** SUBRECIPIENT coverage will be primary in the event of a loss and will not seek contribution from any insurance or self-insurance maintained by, or provided to, the additional insureds listed above.
 - 11) **Cross-Liability Clause.** A cross-liability clause or separation of insured's condition will be included in all general liability, professional liability, and errors and omissions policies required by the agreement.
 - 12) **Waiver of Subrogation.** SUBRECIPIENT agrees to waive their rights of subrogation arising from the work performed under this Agreement.
- c) **Assignment.** SUBRECIPIENT shall not enter into any subcontracts or subawards for any of the Program activities required by the Agreement without prior written approval. This Agreement may not be assigned in whole or in part with the express written approval of the COUNTY.
 - d) **Independent Status.** SUBRECIPIENT is independent of the COUNTY and will be responsible for any federal, state, or local taxes and fees applicable to payments hereunder. SUBRECIPIENT is not an agent of the COUNTY and undertakes this work independent from the control and direction of the COUNTY excepting as set forth herein. SUBRECIPIENT shall not seek or have the power to bind the COUNTY in any transaction or activity.
 - e) **Notices.** Any notice provided for under this Agreement shall be effective if in writing and (1) delivered personally to the addressee or deposited in the United States mail, postage paid, certified mail, return receipt requested, (2) sent by overnight or commercial air courier (such as Federal Express), (3) sent by facsimile transmission, with the original to follow by regular mail; or, (4) sent by electronic mail with confirming record of delivery confirmation through electronic mail return-receipt, or by confirmation that the electronic mail was accessed, downloaded, or printed. Notice will be deemed to have been adequately given three days following the date of mailing, or immediately if personally served. For service by facsimile or by electronic mail, service will be deemed effective at the beginning of the next working day.
 - f) **Governing Law.** This Agreement is made in the State of Oregon, and shall be governed by and construed in accordance with the laws of that state. Any litigation between the COUNTY and SUBRECIPIENT arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Clackamas County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.
 - g) **Severability.** If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be stricken.
 - h) **Counterparts.** This Agreement may be executed in any number of counterparts, all of which together will constitute one and the same agreement. Facsimile copy or electronic signatures shall be valid as original signatures.
 - i) **Third Party Beneficiaries.** Except as expressly provided in this Agreement, there are no third party beneficiaries to this Agreement. The terms and conditions of this Agreement may only be enforced by the parties.
 - j) **Binding Effect.** This Agreement shall be binding on all parties hereto, their heirs, administrators, executors, successors and assigns.

k) **Integration.** This agreement contains the entire agreement between COUNTY and SUBRECIPIENT and supersedes all prior written or oral discussions or agreements.

AGREED as of the Effective Date.

CLACKAMAS COUNTY, OREGON

Todos Juntos

By: _____
Tootie Smith, Chair

By: 
Eric Johnson, Executive Director

Dated: _____

Dated: _____

By: _____
Recording Secretary

Dated: _____

Approved to Form

By: 
County Counsel

- Exhibit A: SUBRECIPIENT Statement of Program Objectives and Work Plan
- Exhibit B: SUBRECIPIENT Program Budget
- Exhibit C: SUBRECIPIENT Performance Reporting
- Exhibit D: Request for Reimbursement

EXHIBIT A

SCOPE OF WORK

Background:

Rural communities have limited access to dental care. For many people who have not been privileged enough to see a dentist once or twice a year, the decision to smile openly can be a very traumatic act. Disparities in access to affordable dental health providers, access to basic health hygiene supplies, and backgrounds that may or may not have modeled oral health care habits, all are considered when educating our families. Increasing awareness of the importance of good oral health at birth and continuation through adulthood to families that historically have little to no access to dental care is our focus. This grant will increase access and education to families in rural Clackamas County regarding the importance of oral health at a young age. This grant will help create awareness of providing proper care from birth on, which will reduce health disparities.

The target population is historically underserved people in rural areas. Todos Juntos supports a trauma informed approach by providing access to basic dental supplies and in how we educate our families on this topic. Todos Juntos, will utilize evidence-based curriculum to provide education to our rural community in English and Spanish. Several Todos Juntos staff have been trained in, Be Ready to Smile, curriculum for family oral health.

Scope of Work:

Todos Juntos will reach out to all rural families in Sandy, Canby, Estacada, and Molalla with children and youth 0-12. The target population is historically underserved people in rural areas. Todos Juntos will purchase and distribute over the 2-year period of this grant, 1450 oral hygiene age-appropriate kits and education materials. Staff will utilize the StarSmilez Presentation kits, that Todos Juntos received through a partnership with Be Ready to Smile, for staff to use in all their youth programs. These kits include dental plush toy to demonstrate proper brushing in a classroom, book on dental health, coloring pages, and more. Todos Juntos has created a program called the BrainBox Club. We have been creating these boxes for several years and distributing them to families with 0–4-year-old in the rural communities of Sandy, Estacada, Canby and Molalla. Each box contains age-appropriate activities and resources to help foster brain development and parent-child interactions.(please see the supporting document that shows contents) This grant will add dental health education, toddler books on brushing, toddler and

adult dental kits (kits may vary depending on supply, but will contain age appropriate tooth brushes, sugar free toothpaste, flossers, timer, zipper bag, brushing charts with stickers, etc.) infant finger brushes, and education on the importance of creating routines. We create these boxes in English and Spanish, to be inclusive of our communities.

Sandy: Total anticipated to serve 400

- 150, 0-5 year olds will receive toddler dental kits through our existing programs. These programs include but not limited to, Brain Box Club, playgroups, and after school programs.
- 100, 18+ yr olds will receive adult dental kits or toothbrushes and toothpaste with oral hygiene educational materials. These will be provided in each Brain Box, parenting education series, and playgroups.
- 60- 5th graders at Sandy Grade will be given oral health/hygiene supplies for the school counselor to distribute and provide educational materials.
- Cedar Ridge Middle school site manager will work with the health teachers during the Month of February to provide dental education and teen-age dental hygiene supplies during Dental Health awareness month. Serving approximately, 100 6th grade students, 11-13 year olds.

Canby: Total anticipated to serve 350

- 150, 0-5 year olds will receive toddler dental kits through our existing programs. These programs include but not limited to, Brain Box Club, playgroups, and summer migrant ed programs.
- 100, 18+ yr olds will receive adult dental kits or toothbrushes and toothpaste with oral hygiene educational materials. These will be provided in each Brain Box, parenting education series, and playgroups.
- Middle school site manager will work with the health teachers during the Month of February to provide dental education and teen-age dental hygiene supplies during Dental Health awareness month. Serving approximately, 100 6th grade students, 11-13 year olds.

Estacada: Total anticipated to serve 500

- 200, 0-5 year olds will receive toddler dental kits through our existing programs. These programs include but not limited to, Brain Box Club, playgroups, Jump Start to KG, Little Chippers and after school programs.
- 100, 18+ yr olds will receive adult dental kits or toothbrushes and toothpaste with oral hygiene educational materials. These will be provided in each Brain Box, parenting education series, and playgroups.
- Middle school site manager will work with the health teachers during the Month of February to provide dental education and teen-age dental hygiene supplies during Dental Health awareness month. Serving approximately, 100 6th grade students, 11-13 year olds.

Molalla: Total anticipated to serve 200

- 100, 0-5 year olds will receive toddler dental kits through our existing programs. These programs include but not limited to, Brain Box Club, playgroups, and after school programs.
- 75, 18+ yr olds will receive adult dental kits or toothbrushes and toothpaste with oral hygiene educational materials. These will be provided in each Brain Box, and playgroups.
- Middle school site manager will work with the health teachers during the Month of February to provide dental education and teen-age dental hygiene supplies during Dental Health awareness month. Serving approximately, 100 6th grade students, 11-13 year olds.

TODOS JUNTOS READY SMILE BLUEPRINT GRANT #10871

Local Grant Agreement – PH-23-001

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	<p>be surveyed and 85% will show they feel they have a better understanding of the importance of good dental care at an earlier age.</p>											
<p>By June 30, 2024, 400 6th graders will receive dental kits and hygiene products along with education on self-care and the importance of good dental care.</p>	<p>Todos Juntos will provide the school counselor or health teachers with hygiene and dental kits to all 6th graders, to help promote routines, self-care, health, and dental care. During dental awareness month in February.</p>	<p>Cedar Ridge MS # served</p>										

10/1/22-6/30/23

7/1/23-6/30/24

**EXHIBIT B
 PROGRAM BUDGET**

EXHIBIT B: SUBRECIPIENT BUDGET		
Organization: <i>Todos Juntos</i>		
Funded Program Name: <i>Ready to Smile, Oral Health Project</i>		
Program Contact: <i>Shawna Johnson, <u>EC Director</u></i>		
Agreement Term: <i>8/15/22 to 6/30/24</i>		
	Approved	
Approved Award Budget Categories	Award Amount	
Personnel (List salary, FTE & Fringe costs for each position)		
Project/Grant Manager .125 FTE (based off of EC Director's Salary, She will be managing this grant and adding additional duties and time to her normal job duties to implement)	\$ 12,000.00	
Fringe/tax .114%	\$ 1,368.00	
Total Personnel Services	\$ 13,368.00	
Administration [OPTION 1-SEE NOTE BELOW]		
[LIST DIRECT ADMINISTRATIVE COSTS BY LINE ITEM HERE.]		
Supplies		
Dental / Hygeine supplies (Adult toothbrushes, floss, picks, toddler brushes, toddler toothpaste, timers, zipper bags, children toothbrush heads, adult toothpaste, brushing charts, infant finger brushes, etc.)	\$ 8,243.00	
Oral Health educational materials and marketing of programs (Sesame Street Ready Set Brush Book, Spanish children brushing books, Oral Health curriculum, flyers, resource guides, etc.)	\$ 10,154.00	
Mileage/Travel/Training (delievering program supplies, professional development, travel expenses related to programs and training)	\$ 3,000.00	
Other Program materials	\$ 5,632.25	
Total Programmatic Costs	\$ 27,029.25	
Indirect Rate - 10%	\$ 4,039.72	
Total Grant Costs	\$ 44,436.97	

EXHIBIT C

PERFORMANCE REPORTING

SUBRECIPIENT reporting requirements:

- Upon approval of the contract a check-in by the COUNTY with the SUBRECIPIENT will occur by October 15, 2022. The intent of this meeting is to discuss progress and technical assistance needs of the SUBRECIPIENT.
- Per COUNTY direction, SUBRECIPIENT representatives will attend assigned PHAC committees or related COUNTY coalition meeting to promote its services, network with other organizations and provide input on advancing health equity and addressing health disparities.
- SUBRECIPIENT shall submit work plan performance reports for all delivered services for the following periods:
 - September 1, 2022, to March 31, 2023. Due by April 30, 2023.
 - April 1, 2023, to September 30, 2023. Due by October 31, 2023.
 - October 1, 2023, to June 30, 2024. Due by July 31, 2024.
- Per COUNTY direction: SUBRECIPIENT shall make update presentations to PHAC or a related committee by June 30, 2023, and June 30, 2024.
- SUBRECIPIENT will submit a final work plan performance report for the entire duration of the funded project by July 31, 2024. The work plan performance report will cover the period of September 1, 2022, through June 30, 2024. The final report shall summarize accomplishments, lessons learned, recommendations for future work, and basic demographics of program participants.
- SUBRECIPIENT shall submit monthly reimbursement request/invoice by the 15th of each month, for the prior month. For example: contractor submits a reimbursement request/invoice for 1/1/22-1/30/22 by 2/15/22.
- Performance Reports are submitted to Susan Berns-Norman, SusanB@clackamas.us.

The COUNTY will:

- COUNTY shall facilitate the creation of a video to promote SUBRECIPIENT organization and this contract. This short video will be used for awareness and education on COUNTY platforms as well as for use by SUBRECIPIENT.

EXHIBIT D
REQUEST FOR REIMBURSEMENT

REQUEST FOR REIMBURSEMENT INSTRUCTIONS

<i>General Instructions</i>	Subrecipient may submit multiple requests for cost reimbursement but reimbursement requests must be submitted no less frequently than monthly. Department should complete header and Budget line items and amounts as part of agreement at issuance. Subrecipient should generate an accompanying invoice that itemizes and describes all expenses claimed with particularity, including, in the case of time and activity expenses, by whom it was performed. Invoices must be submitted in addition to and accompanying this completed REQUEST FOR REIMBURSEMENT form.
<i>Submission Dates</i>	All invoices must be submitted by the end of the following month.
<i>Allowability and Documentation</i>	Payments will be based on reimbursement of <u>actual costs</u> authorized by this Agreement. Supporting documentation must be retained by subrecipient for expenses for which reimbursement is claimed and for all match expenses reported. Documentation required includes personal service cost detail, services and supplies cost detail, copies of paid contract and equipment invoices and receipts for lodging, airfare, car rental and conference registration. This documentation should be readily available upon request or for review during a site visit.
<i>Send to</i>	Invoices and this completed form should be sent to <u>Clackamas County Public Health, Attn: Sherry Olson</u> at 2051 Kaen Rd. Suite 367, Oregon City, OR 97045 or by email at <u>PublicHealthFiscalAP@clackamas.us</u> . Invoices and requests for reimbursement are subject to the review and approval of the Program Officer and Grant Accountant. Payment is contingent on compliance with all terms and conditions of this Agreement, including reporting requirements.

TODOS JUNTOS READY SMILE BLUEPRINT GRANT #10871

Local Grant Agreement – PH-23-001

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EXHIBIT D: SUBRECIPIENT REQUEST FOR REIMBURSEMENT CLACKAMAS COUNTY PUBLIC HEALTH DIVISION				Invoice Number: 	
Organization:				CLAIM PERIOD: Jul-16	Note: This form derives from the approved budget in your grant agreement. All expenditures must have adequate supporting documentation
Funded Program Name:					
Program Contact:					
Agreement Term:					
Agreement Number:					
Category	Approved Grant Amount	Monthly Grant Expenditure	Total Monthly Expenditure	YTD Grant Expenditure	Balance
Personnel (List salary, FTE & Fringe costs for each position)					
Project/Grant Manager .125 FTE	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 12,000.00
.114% Fringe	\$ 1,368.00	\$ -	\$ -	\$ -	\$ 1,368.00
Total Personnel Services	\$ 13,368.00	\$ -	\$ -	\$ -	\$ 13,368.00
Supplies					
brushes, toddler toothpaste, timers, zipper bags, children toothbrush heads, adult toothpaste, brushing charts, infant finger brushes, etc.)	\$ 8,243.00	\$ -	\$ -	\$ -	\$ 8,243.00
Street Ready Set Brush Book, Spanish children brushing books, Oral Health curriculum, flyers, resource guides, etc.)	\$ 10,154.00	\$ -	\$ -	\$ -	\$ 10,154.00
Mileage/Travel/Training (delivering program supplies, professional development, travel expenses related to programs and training)	\$ 3,000.00				\$ 3,000.00
Other program supplies	\$ 5,632.25	\$ -	\$ -	\$ -	\$ 5,632.25
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
		\$ -	\$ -	\$ -	\$ -
Additional (please specify)					
		\$ -	\$ -	\$ -	\$ -
Total Programmatic Costs	\$ 27,029.25	\$ -	\$ -	\$ -	\$ 27,029.25
Indirect Rate (10%)	\$ 4,039.72	\$ -	\$ -	\$ -	\$ 4,039.72
Total Grant Costs	\$ 44,436.97	\$ -	\$ -	\$ -	\$ 44,436.97
Clackamas County and the State of Oregon [IF APPLICABLE] retains the right to inspect all financial records and other books, documents, papers, plans, records of shipments and payments and writings of SUBRECIPIENT that are pertinent to					
CERTIFICATION					
<i>By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of this award.</i>					
Prepared by:					
Authorized SUBRECIPIENT Official:					
Date:					
Department Review					
Project Officer Name:	Sherry L. Olson				
Department:	Public Health Administration				
Signature:					
Department: forward to Grant Accountant for review and processing				Grant Accountant Initial/Date:	