

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF YUBA

RESOLUTION RATIFYING THE EXECUTION)
 OF THE AGREEMENT WITH THE HEALTH)
 AND HUMAN SERVICES DEPARTMENT)
 DIRECTOR AND THE COUNTY MEDICAL)
 SERVICES PROGRAM GOVERNING BOARD)
 FOR THE BUILDING THE HEALTHCARE)
 WORKFORCE GRANT FOR THE PERIOD)
 OF JULY 1, 2025, THROUGH OCTOBER 31,) RESOLUTION NO. 2025-057
 2026; AND TO EXECUTE ALL DOCUMENTS)
 REQUIRED BY THE GRANT, THE)
 RESULTANT AWARD, AND ALL)
 DOCUMENTS RELATED TO THE GRANT;)
 AND TO ACCEPT, TRANSFER AND)
ADMINISTER THE GRANT FUNDS)

WHEREAS, Yuba County Health and Human Services Department (HHSD) applied for and was successfully awarded a competitive grant from the County Medical Services Program (CMSP) Governing Board for Building the Healthcare Workforce (BHW); and

WHEREAS, it is in the best interest of the residents of the County of Yuba to enter into an Agreement with the CMSP Governing Board for BHW to address the chronic shortage of healthcare providers in Yuba County by creating the Yuba County Healthcare Workforce Planning Coalition to address these shortages; and

WHEREAS, the CMSP Governing Board awarded HHSD \$60,000.00 for the period of July 1, 2025, through October 31, 2026; and was required to execute the agreement by June 30, 2025; and

WHEREAS, the HHSD Director seeks to accept, transfer, and administer the awarded funds in the amount of \$60,000.00.

NOW, THEREFORE, BE IT RESOLVED, the Yuba County Board of Supervisors hereby ratifies the execution of the agreement with the HHSD Director and the CMSP Governing Board for the BHW grant and to execute all documents as required by the grant.

BE IT FURTHER RESOLVED the Yuba County Board of Supervisors authorizes the HHSD Director to execute, subject to review and approval of County Counsel, all documents as required by the grant for the stated period; execute amendments, including but not limited to amendments for additional or lesser funding; and accept, transfer, and administer the grant funds and any subsequent funds awarded for the stated period.

A copy of the fully executed agreement or any amendment thereto shall be filed in the office of the Clerk of the Board, County of Yuba.

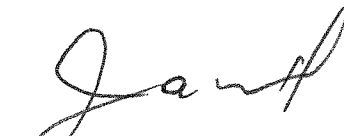
PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Yuba, State of California on the 12 day of August, 2025 by the following vote:

AYES: Supervisors Vasquez, House, Fuhrer, Messick

NOES: None

ABSENT: Supervisor Bradford

ABSTAIN: None

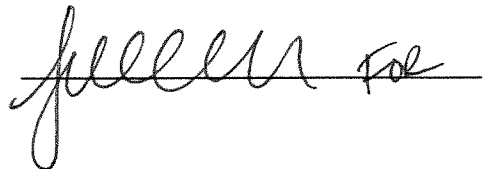


~~Gary Bradford, Chair~~
Jon Messick, Vice Chair

ATTEST: MARY PASILLAS
CLERK OF THE BOARD OF SUPERVISORS



APPROVED AS TO FORM:
JANET E. BENDER
COUNTY COUNSEL



BHW-007

**AGREEMENT FOR
COUNTY MEDICAL SERVICES PROGRAM GOVERNING BOARD

BUILDING THE HEALTHCARE WORKFORCE GRANT PROGRAM**

between

**COUNTY MEDICAL SERVICES PROGRAM
GOVERNING BOARD
("Board")**

And

**YUBA COUNTY HEALTH AND HUMAN SERVICES
("Grantee")**

Effective as of:
July 1, 2025

AGREEMENT

**COUNTY MEDICAL SERVICES PROGRAM
BUILDING THE HEALTHCARE WORKFORCE GRANT PROGRAM**

COALITION PLANNING GRANT

This agreement (“Agreement”) is by and between the County Medical Services Program Governing Board (“Board”) and the lead agency listed on Exhibit A (“Grantee”).

A. The Board approved the funding of the Building the Healthcare Workforce Grant Program (the “Grant Program”), which includes two funding tracks – the Coalition Planning Grant and the Initiative Grant – in participating County Medical Services Program (“CMSP”) counties in accordance with the terms of its Request for Proposals for the CMSP Building the Healthcare Workforce Grant Program in the form attached as Exhibit B (“RFP”).

B. Grantee submitted an Application (“Application”) for a Coalition Planning Grant under the Grant Program in the form attached as Exhibit C (the “Project”). The Project is a grant project (“Grant Project”).

C. Subject to the availability of Board funds, the Board desires to award funds to the Grantee for performance of the Project.

The Board and Grantee agree as follows:

1. Project.

A. Performance. Grantee shall perform the Project in accordance with the terms of the RFP and the Application. Should there be a conflict between the RFP and the Application, the RFP shall control unless otherwise specified in this Agreement.

B. Coalition Membership. Grantee shall maintain active participation throughout the Project from representatives of each of the following organizations: (i) at least one local hospital; (ii) at least one community health center or rural health clinic; (iii) at least one public educational institution of higher learning, including community colleges, universities, medical schools, physician assistant schools, nursing schools, or dental schools; (iv) at least one county agency (Health and Human Services, Health/Public Health, or Behavioral Health); and (v) the County Workforce Development Board. Documentation of this participation shall be submitted to the Board upon request.

2. Grant Funds.

A. Payment. Subject to the availability of Board funds, the Board shall pay Grantee the amounts in the time periods specified in Exhibit A (“Grant Funds”) within thirty (30) calendar days of the Board’s receipt and approval of an invoice and reports as required in this Agreement from Grantee for the Project, as described in Exhibit A. Neither the Board nor CMSP shall be responsible for funding additional Project costs, or any future CMSP Building the

Healthcare Workforce Grant Program or services provided outside the scope of the Grant Program.

B. Refund. If Grantee does not spend the entire Grant Funds for performance of the Project within the term of this Agreement, then Grantee shall immediately refund to the Board any unused Grant Funds.

C. Possible Reduction in Amount. The Board may, within its sole discretion, reduce any Grant Funds that have not yet been paid by the Board to Grantee if Grantee does not demonstrate compliance with the use of Grant Funds as set forth in Section 2.D, below. The Board's determination of a reduction, if any, of Grant Funds shall be final.

D. Use of Grant Funds. As a condition of receiving the Grant Funds, Grantee shall use the Grant Funds solely for the purpose of performance of the Project and shall not use the Grant Funds to fund Grantee's administrative and/or overhead costs except as provided herein. Grantee may use an amount of the Grant Funds up to ten percent (10%) of the Coalition Planning Grant amount to fund Grantee's administrative and/or overhead expenses directly attributed to the Project. In addition, Grantee shall comply with the terms of Exhibit E (Use of Grant Funds) attached hereto. Grantee shall provide Board with reasonable proof that Grantee has dedicated the Grant Funds to the Project. Grantee shall refund to the Board any Grant Funds not fully dedicated to the Project. Grantee may not use Grant Funds for land purchases, permits, or new construction, or for any other unallowable expenses as identified in the RFP.

E. Matching Funds and In-Kind Match. Grantee is required to provide an in-kind or cash matching funds in the amount of no less than fifteen percent (15%) of the Coalition Planning Grant amount, as a means of demonstrating the commitment of the Grantee and participating (partnering) agencies to implement the strategies and/or services being developed with the Grant Funds. Such in-kind or cash matching funds may be provided solely by the Grantee or through a combination of funding sources; provided, however, such matching funds shall not originate from any CMSP funding source.

F. Possible Revision to Payment Schedule. If the Project warrants a change in payment schedule as described in Exhibit A, or if Grantee's expenditures are not in compliance with the Project, the Board may, within its sole discretion, revise the payment schedule or withhold payment of further amounts.

3. Grantee Data Sheet. Grantee shall complete and execute the Grantee Data Sheet attached as Exhibit D ("Grantee Data Sheet"). Board may, within its sole discretion, demand repayment of any Grant Funds from Grantee should any of the information contained on the Grantee Data Sheet not be true, correct, or complete.

4. Board's Ownership of Personal Property. If Grantee's Application anticipates the purchase of personal property such as computer equipment or computer software with Grant Funds, then this personal property shall be purchased in Grantee's name and shall be dedicated exclusively to the Grantee's healthcare, healthcare workforce development, or administrative purposes. If the personal property will no longer be used exclusively for the Grantee's healthcare, healthcare workforce development or administrative purposes, then Grantee shall,

immediately upon the change of use, pay to the Board the fair market value of the personal property at the time of the change of use. After this payment, Grantee may either keep or dispose of the personal property. Grantee shall list all personal property to be purchased with Grant Funds on Exhibit A. This Section 4 shall survive the termination or expiration of this Agreement.

5. Board Consent Required for Purchase of Specified Personal Property. If Grantee's Application anticipates the purchase of any personal property valued in excess of \$5,000 with Grant Funds, including but not limited to computers, software, equipment, or vehicles ("Specified Personal Property"), then Grantee must obtain the Board's prior written consent for any such purchase. Grantee shall make such request for the Board's consent pursuant to a form and manner as determined by the Board.

6. Authorization. Grantee represents and warrants that this Agreement has been duly authorized by Grantee's governing board, and the person executing this Agreement is duly authorized by Grantee's governing board to execute this Agreement on Grantee's behalf.

7. Record Retention. Grantee shall maintain and provide the Board with reasonable access to such records for a period of at least four (4) years from the date of expiration of this Agreement.

8. Audits. The Board may conduct such audits as necessary to verify Grantee's compliance with the terms of this Agreement. Such audit rights shall include auditing 100% of expenditure of Grant Funds and such information and documents as necessary to verify use of Grant Funds and Grantee's performance of the Project in accordance with the terms of this Agreement. Grantee shall cooperate fully with the Board, its agents, and contractors in connection with any audit and provide information to the Board, its agents, and contractors in a timely manner.

9. Reporting.

A. Notification of Project Changes. Grantee shall notify the Board of any proposed substantial changes to the Project's components. The Project's components shall include: (1) the Project plan; (2) the targeted healthcare provider populations; (3) the structure and process for completing grant activities as outlined in the Application as set forth in Exhibit C; (4) the roles and responsibilities of all participating (partnering) agencies; (5) services provided; (6) key Grantee personnel; (7) the budget; and (8) timelines.

B. Interim Progress Report. Grantee shall submit one (1) interim report to the Board using the Interim Progress Report template on November 30, 2025. The report should: (1) clearly define the target healthcare provider population and its needs; (2) demonstrate progress toward answering questions posed in the Grantee's submitted application; (3) demonstrate progress toward meeting Project's planned outcomes; (4) identify challenges and barriers to meeting Project outcomes encountered during the prior four (4) months; (5) compare Project progress to the Application, Timeline and Work Plan as set forth in Exhibit C; (6) advise of changes to any key Grantee personnel or their responsibilities; (7) describe any changes in key partnerships, and (8) report on Project impact to date and share significant success stories.

C. Interim Expenditure Report. Grantee shall submit one (1) interim expenditure report to the Board using the Interim Expenditure Report Template on November 30, 2025. The interim expenditure report should: (1) compare budget expenditures to actual expenditures for the reporting period; and (2) detail total grant funds received and expended to date.

D. Final Report. Grantee shall submit a final report to the Board using the Final Report Template by April 30, 2026, that: (1) clearly defines the target healthcare provider population and their needs; (2) provides answers to each of the questions posed in the Grantee's submitted application; (3) provides measures of planned project outcomes; (4) identifies challenges and barriers to meeting Project outcomes encountered during the prior five (5) months; (5) compares Project progress to the Work Plan as set forth in Exhibit C; (6) describes any key partnership changes; (7) reports on the target healthcare provider population impact and shares any significant success stories; (8) compares budget expenditures to actual expenditures for the entire project period; (9) details total grant funds received and expended during the entire project period; and (10) includes a completed application for the CMSP Building the Workforce Grant Program Initiative Grant.

E. Non-Compliance with Reporting Requirements. The Board may, within its sole discretion, terminate this Agreement at any time and suspend and/or discontinue payment of any Grant Funds if Grantee does not satisfactorily meet reporting requirements as set forth in this Agreement and in the RFP.

10. Term. The term of this Agreement shall be from July 1, 2025, to October 31 2026, unless otherwise extended in writing by mutual consent of the parties.

11. Termination. This Agreement may be terminated: (a) by mutual consent of the parties; (b) by either party upon thirty (30) days prior written notice of its intent to terminate; or, (c) by the Board immediately for Grantee's material failure to comply with the terms of this Agreement, including but not limited to the terms specified in Sections 1, 2.B, 2.D, 2.E, 4, 5, 6, 7, 8 and 9. Upon termination or expiration of the term, Grantee shall immediately refund any unused Grant Funds to the Board, and shall provide the Board with copies of any records generated by Grantee in performance of the Project and pursuant to the terms of this Agreement.

12. Costs. If any legal action or arbitration or other proceeding is brought to enforce the terms of this Agreement or because of an alleged dispute, breach, or default in connection with any provision of this Agreement, the successful or prevailing party shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action, arbitration or proceeding in addition to any other relief to which it may be entitled.

13. Entire Agreement of the Parties. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter contained herein and supersedes all prior and contemporaneous agreements, representations, and understandings of the parties.

14. Waiver. To be effective, the waiver of any provision or the waiver of the breach of any provision of this Agreement must be set forth specifically in writing and signed by the

giving party. Any such waiver shall not operate or be deemed to be a waiver of any prior or future breach of such provision or of any other provision.

15. No Third-Party Beneficiaries. The obligations created by this Agreement shall be enforceable only by the parties hereto, and no provision of this Agreement is intended to, nor shall it be construed to, create any rights for the benefit of or be enforceable by any third party, including but not limited to any CMSP client.

16. Notices. Notices or other communications affecting the terms of this Agreement shall be in writing and shall be served personally, transmitted by first-class mail (postage prepaid), or sent by a nationally recognized overnight delivery service (e.g., FedEx or UPS). Notices shall be deemed received at the earlier of actual receipt or, if mailed, (a) on the third (3rd) business day after deposit in the U.S. mail, or (b) on the next business day if sent by overnight delivery. Notice shall be directed to the parties at the addresses listed on Exhibit A, but each party may change its address by written notice given in accordance with this Section.

17. Amendment. All amendments must be agreed to in writing by Board and Grantee.

18. Assignment. This Agreement shall be binding upon and shall inure to the benefit of the parties to it and their respective successors and assigns. Notwithstanding the foregoing, Grantee may not assign any rights or delegate any duties hereunder without receiving the prior written consent of Board.

19. Governing Law. The validity, interpretation and performance of this Agreement shall be governed by and construed by the laws of the State of California.

20. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

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Dated effective July 1, 2025.

BOARD:

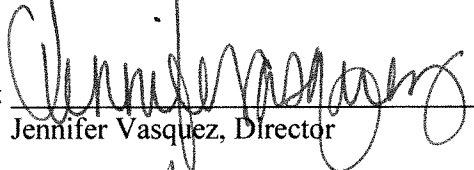
COUNTY MEDICAL SERVICES
PROGRAM GOVERNING BOARD

By: 
Kari Brownstein, Executive Director

Date: 7/18/25


GRANTEE:

YUBA COUNTY HEALTH AND HUMAN
SERVICES

By: 
Jennifer Vasquez, Director

Date: 6/25/25

INSURANCE PROVISIONS APPROVED:

for 
Tiffany Manuel, Human Resources Director
& Risk Manager

APPROVED AS TO FORM:

COUNTY COUNSEL


 FOR
Janet E. Bender
County Counsel

EXHIBIT A

GRANTEE: YUBA COUNTY HEALTH AND HUMAN SERVICES

GRANTEE'S PARTNERS UNDER CONTRACT

GRANT FUNDS:

Total Amount To Be Paid under Agreement: \$60,000.00

1. Amount To Be Paid Upon Execution of This Agreement (40%): \$24,000.00
2. Amount To Be Paid Within 30 Days Following Receipt and Approval of Invoice, Interim Progress Report and Interim Expenditure Report (reports due 11/30/25) (50%): \$30,000.00
3. Amount To Be Paid Within 30 Days Following Receipt and Approval of Invoice and the Final Report (report due 04/30/26) (10%): \$6,000.00

If Grant Funds will be Used to Purchase Personal Property, List Personal Property to be Purchased:

If Grant Funds will be Used to Purchase Specified Personal Property (i.e., personal property valued in excess of \$5,000), List Specified Personal Property to be Purchased and Date of Consent by the Board:

BHW-007

NOTICES:

Board:

County Medical Services Program Governing Board

Attn: Kari Brownstein, Executive Director

1545 River Park Drive, Suite 435

Sacramento, CA 95815

(916) 649-2631 Ext. 113

(916) 649-2606 (facsimile)

Grantee:

Yuba County Health and Human Services

Attn: Jennifer Vasquez, Director

5730 Packard Avenue, Suite 100

Marysville, CA 95901

(530) 749-6380

BHW-007

EXHIBIT B
REQUEST FOR PROPOSAL
BOARD'S REQUEST FOR PROPOSAL



REQUEST FOR PROPOSALS CMSP Building the Healthcare Workforce Grant Program

I. ABOUT THE COUNTY MEDICAL SERVICES PROGRAM (CMSP)

The County Medical Services Program (CMSP) was established in January 1983, when California law transferred responsibility for providing healthcare services to indigent adults from the State of California to California's counties. This law recognized that many smaller, rural counties were not in the position to assume this new responsibility. As a result, the law also provided counties with a population of 300,000 or fewer the option of contracting with the California Department of Health Services (DHS) to provide healthcare services to indigent adults.

In April 1995, California law was amended to establish the County Medical Services Program Governing Board (Governing Board). The Governing Board, composed of ten county officials and one ex-officio representative of the Secretary of the California Health and Human Services Agency, is authorized to set overall program and fiscal policy for CMSP. Thirty-five counties throughout California participate in CMSP: Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Imperial, Inyo, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Modoc, Mono, Napa, Nevada, Plumas, San Benito, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Tuolumne, Yolo, and Yuba.

CMSP members are medically indigent adults, ages 21 through 64, who meet CMSP's eligibility criteria and are not otherwise eligible for Medi-Cal. County welfare departments located in the 35 participating counties handle eligibility for and enrollment in CMSP. All CMSP members must be residents of a CMSP county, and their income level must be less than or equal to 300% of the Federal Poverty Level (based on net non-exempt income).

In addition to CMSP, the Governing Board administers the Connect to Care Program, which was launched in December 2020 to provide primary and preventive services to documented and undocumented CMSP county residents, ages 21-64, with income levels between 138% and 300% FPL. The goal for the program is to promote timely delivery of necessary primary and preventive medical services to the target population to improve health outcomes and reduce the incidence of emergency services utilization and inpatient hospitalization. Member enrollment in Connect to Care occurs through contracted community health centers, including Federally Qualified Health Centers, Rural Health Clinics, and

Tribal Health Programs, where many program enrollees also obtain covered primary care services.

The Governing Board also currently administers two healthcare provider educational loan repayment programs (CMSP Loan Repayment Program and the Allied Healthcare Loan Repayment Program), and three grant programs (Specialty Care Access Grant, Local Indigent Care Needs Grant, and the Healthcare Infrastructure Development Matching Grant).

II. ABOUT THE CMSP BUILDING THE HEALTHCARE WORKFORCE GRANT PROGRAM

With the CMSP Building the Healthcare Workforce (BHW) Grant Program, the CMSP Governing Board seeks to support local development and implementation of strategies, policies and pathways that foster and facilitate expansion of the healthcare workforce in CMSP counties. The BHW Grant Program seeks to achieve two key goals:

- Address the chronic shortage of healthcare providers in CMSP counties, which vary by type and number across the 35 counties; and,
- Expand available healthcare providers in CMSP counties in order to reduce barriers to needed healthcare services by residents of CMSP counties, including those directly served by CMSP, Medi-Cal, and other publicly sponsored health benefit programs.

A. Eligible Lead Agency Applicants

Grant funding for healthcare workforce initiatives is available to qualifying, approved proposals from a variety of local healthcare system stakeholders in CMSP counties and specified public education institutions in CMSP counties or contiguous counties that are dedicated to educating the next generation of healthcare professionals and paraprofessionals for CMSP counties. Eligible Lead Agency applicants include:

- Hospitals in CMSP counties;
- Community Health Centers in CMSP counties;
- Tribal Health Organizations in CMSP counties;
- Nonprofit health and behavioral health organizations focused on healthcare workforce development in a CMSP county;
- County department or agency directly providing or contracting for the delivery of health, public health, and behavioral health services in a CMSP county;
- CMSP county workforce development boards; and,
- Public educational institutions providing health provider education and training, including community colleges, universities, medical schools, physician assistant schools, nursing school and dental schools

B. Program Tracks and Funding Rounds

The BHW Grant Program will be implemented through two (2) program tracks and multiple funding rounds as set forth below.

1. Track One – Coalition Planning Grants

Grant funding shall be available for qualified proposals from eligible applicants for the creation of new healthcare workforce development coalitions and/or in support of existing healthcare workforce development coalitions focused on completing the following set of activities:

- Assessing and documenting local healthcare workforce needs;
- Identifying and engaging local healthcare, county, public education, and nonprofit partners;
- Preparing a written plan of workforce development strategies designed to achieve:
1. An increase in the number of needed local health professionals; and 2. Linkage and integration of existing healthcare workforce development efforts in the county. Such plans shall be developed in alignment with Track Two grant funding options and serve as the basis for the healthcare workforce development coalition to submit a proposal for funding under Track Two – BHW Initiative grants.

BHW Coalition Planning grants of up to \$60,000 per project (or up to \$85,000 if the project serves more than one CMSP county) shall be made available to approved applicants on a one-time basis. Coalition planning efforts are expected to last no more than nine (9) months and produce a final report of activities and a BHW Initiative grant application. Coalition Planning grant funding shall be available through two (2) funding rounds of the BHW Grant Program. Total funding appropriated for Coalition Planning grants is \$2 million.

2. Track Two – Initiative Grants

Grant funding shall be available for qualified proposals from eligible applicants for the following types of activities:

- Establishing or expanding educational pathways for healthcare professions and para-professions development in high schools, community colleges, and universities;
- Establishing or expanding internships, fellowships, residencies, apprenticeships or other clinical training for health professions education for health system employers in CMSP counties, including private sector, county, and non-profit provider organizations;
- Expanding educational opportunities for enrollment of residents in CMSP counties in medical school, physician assistant (PA) school, nursing school, professional dental programs, and professional behavioral health programs through targeted recruitment and support;
- Expanding opportunities for expedited medical education in primary care and psychiatry for physicians, PAs, and nurses intending to serve rural areas of California;

- Expanding the footprint of medical school, PA school, and nursing school education in CMSP counties so that education and clinical training are provided in these counties;
- Creating new or expanded stipend or other programs for licensed healthcare providers to take on clinical training responsibilities in CMSP counties;
- Facilitating and supporting efforts of healthcare providers in CMSP counties, including county health, public health and behavioral health departments, to obtain H-1B Visa healthcare employees to address workforce shortages.
- Facilitating and supporting efforts of healthcare providers in CMSP counties to increase the community health worker and peer support specialist workforce.
- Establishing or expanding provider recruitment and retention strategies focused on any of the following: the needs of bilingual/bicultural employees; addressing racial equity; and, mitigating secondary trauma experienced by employees.

BHW Initiative grants may be made available for up to three-years for a maximum award total of up to \$450,000 if the project serves one CMSP county or \$750,000 if the initiative serves more than one CMSP county. Funding for Initiative grants shall be made available through up to four (4) RFP rounds of the BHW Grant Program. Total funding appropriated for Initiative Grants is \$12 million.

III. LEAD AGENCY APPLICANT AND PARTNER REQUIREMENTS

Coalition Planning grant and Initiative grant efforts must be focused in one or more counties that participate in CMSP. The lead applicant must be an eligible organization located in a CMSP county or a county contiguous to a CMSP county that is a part of the regional healthcare delivery market. The lead agency applicant organization and all Coalition Planning partners must be in good standing with the Governing Board. Coalition Planning grant applicants must demonstrate involvement of representatives from all of the following organizations in their coalition and planning efforts: at least one local hospital; at least one community health center; at least one public educational institution from those identified above; and at least one county agency (Health and Human Services, Health/Public Health, or Behavioral Health); and, a representative of the County's Workforce Development Board. Participation and support from coalition members shall be demonstrated by Letters of Commitment and Participation from each organization that describe the role each organization will play in the coalition.

IV. GRANT PROJECT TENTATIVE TIMELINES

The following is an anticipated timeline for the first funding round of the program and proposed release dates for future funding rounds. Timelines are tentative and subject to change at Governing Board discretion.

Applicants that need to engage partners to create or strengthen a coalition, or who need time and resources to assess and document local healthcare workforce needs, should apply for a Coalition Planning grant.

BHW Coalition Planning Grants: Round 1	
02/05/25	Round 1 RFP Released
02/25/25	RFP Assistance Webinar
03/12/25	RFP Assistance Webinar repeated
04/01/25	Grant Applications Due
05/28/25	Governing Board Review
06/01/25	Award Notices Sent
07/01/25	Grant Contracts Begin
BHW Coalition Planning Grants: Round 2	
02/05/26	Round 2 RFP Released

Applicants that are ready to implement an Initiative may apply directly for an Initiative grant without first completing a Coalition Planning Grant.

BHW Initiative Grants: Round 1	
02/05/25	Round 1 RFP Released
02/25/25	RFP Assistance Webinar
03/12/25	RFP Assistance Webinar repeated
04/01/25	Grant Applications Due
05/28/25	Governing Board Review
06/01/25	Award Notices Sent
07/01/25	Grant Contracts Begin
BHW Initiative Grants: Round 2	
07/01/26	Round 2 RFP Released
BHW Initiative Grants: Round 3	
07/01/27	Round 3 RFP Released
BHW Initiative Grants: Round 4	
07/10/28	Round 4 RFP Released

V. ALLOCATION METHODOLOGY

The Governing Board, within its sole discretion, may fund awards or not fund awards for Coalition Planning grants and Initiative grants. Total grant awards by the Governing Board may equal up to \$14 million.

A. Coalition Planning Grants

One-time awards up to \$60,000 per project (or up to \$85,000 if the project serves more than one CMSP county) may be made for Coalition Planning grants. Grant awardees are required to provide matching funds in the amount of no less than fifteen percent (15%) of the Coalition Planning grant amount. Matching funds may be hard dollars or in-kind and may be provided solely by the lead applicant or through a combination of funding sources contributed by partner agencies. No project funds shall be used for administrative and/or overhead costs not directly attributed to the project. Administrative and/or overhead expenses shall equal no more than ten percent (10%) of the Coalition Planning grant amount. Planning efforts are expected to last no more than nine (9) months and to produce a final report as well as a BHW Initiative grant application.

B. Initiative Grants

Awards may range up to \$450,000 per project (or up to \$750,000 if the project serves more than one CMSP county) for 3-year Initiative Grants. Non-educational institution grant awardees shall be required to provide hard dollar matching funds in the amount of no less than twenty-five percent (25%) of the Initiative grant amount per year. Educational institution grant awardees shall be required to provide hard dollar matching funds in the amount of no less than forty percent (40%) of the Initiative grant amount per year. Matching funds may be provided solely by the lead applicant or through a combination of funding sources contributed by partner agencies. No project funds shall be used for administrative and/or overhead costs not directly attributed to the project. Administrative and/or overhead expenses shall equal no more than 10% of the Initiative grant amount.

VI. AWARD METHODOLOGY

The Governing Board shall have sole discretion on whether to award funding for a proposal. Geographic distribution of award funds among CMSP counties will be taken into consideration. Awardees shall be selected on a competitive basis based upon responses to this RFP and approval from the Governing Board.

BHW Coalition Planning grant applications will be reviewed and scored based upon the following criteria:

1. Project Narrative (75% in total)
 - Statement of Need (5%)
 - Targeted Healthcare Provider Population(s) (10%)
 - Proposed Project/Approach (25%)
 - Evidence of Linkage with Existing Workforce Development Efforts (10%)
 - Organization and Staffing (10%)
 - Planning Grant Project Timeline (15%)
2. Budget (15%)
3. Role of Partners and Letters of Commitment and Participation (10%)

BHW Initiative grant applications will be reviewed and scored based upon the following criteria:

1. Project Narrative (65% in total)
 - Statement of Need (5%)
 - Targeted Healthcare Provider Population(s) (10%)
 - Proposed Project/Approach (25%)
 - Organization and Staffing (10%)
 - Project Implementation Plan and Timeline (15%)
2. Budget (15%)
3. Proposed Data Collection and Outcome Reporting (10%)
4. Role of Partners and Letters of Commitment and Participation (10%)

VII. APPLICATION ASSISTANCE

A. RFP Assistance Webinar Information

To assist potential applicants, two (2) RFP assistance webinars will be offered. Potential applicants are encouraged to ask specific questions regarding this RFP and the application process. Webinar information is below.

RFP Assistance Webinar

February 25, 2025, at 11:00 AM PST

[Zoom Link](#)

Webinar ID: 881 8860 6161

Zoom Password: BHW

RFP Assistance Webinar (repeated)

March 12, 2025, at 1:00 PM PST

[Zoom Link](#)

Webinar ID: 813 0387 2442

Zoom Password: BHW

B. Frequently Asked Questions (FAQ)

Responses to frequently asked questions will be posted on the Governing Board's website [HERE](#).

C. Project Contact Information

Please direct questions regarding this RFP to:

Laura Moyer, Grants Administrator
CMSP Governing Board
1545 River Park Drive, Suite 435
Sacramento, CA 95815
(916) 649-2631 ext. 110
grants@cmspcounties.org

VIII. BHW COALITION PLANNING GRANT PROPOSAL FORMAT AND REQUIREMENTS

This section only applies to applicants applying for a BHW Coalition Planning grant. Applicants that wish to apply for a BHW Initiative grant should proceed to Section IX.

The CMSP Governing Board expects that, through the Coalition Planning process, planning efforts will be designed to support the development of a BHW Initiative grant application for future submission.

A. Application Cover Sheet (Excel template)

Using the template provided, please include the applicant's name, address and email contact information. The application cover sheet is an Excel template available for download at the Governing Board's website [HERE](#).

B. Project Plan and Summary (Word Template)

Complete a Project Plan and Summary that describes key elements of the proposed project concisely including its objectives, approach, workforce need(s) to be researched, location(s) where need is demonstrated, profession(s) to be targeted, coalition partners and their roles, planned data sources, measures of success and anticipated outcomes. The Project Plan and Summary is a Word template available for download at the Governing Board's website [HERE](#).

C. Coalition Planning Grant Narrative (Word document, no longer than 8-pages)

Create a Narrative that includes:

1. Clear Statement of Workforce Need Within County

All Coalition Planning grants must focus on identified healthcare workforce shortage(s) and one or more targeted healthcare professions (or para-professions) needed in the county or counties. Please provide a description of the proposed target healthcare profession(s) and the questions and/or issues planning efforts seek to address. In the context of the selected target profession(s), please specify the goals of the planning effort and how these goals align with the goals set by the Governing Board for the BHW Grant Program overall (see Section II).

Please provide relevant background information relating to the proposed county or counties to be served, unique features of these jurisdictions, and any other pertinent information that helps shape the healthcare provider shortage identified in the county or counties. Applicants should use county-level and/or community-level data to demonstrate need, among other sources.

2. Local Healthcare Delivery System Context

Please identify and describe the main strengths and shortcomings of the healthcare delivery system in the county or counties identified in the proposal, along with any foreseen challenges to the delivery system in the coming years. Describe the lead agency, all Coalition planning partners, and their current roles in or association with the delivery system. Identify additional organizations and/or agencies the lead agency wishes to establish relationships with through the planning process.

3. Description of Proposed Coalition Planning Project

This section should identify which one or more healthcare profession(s) is the subject(s) of the planning effort. Further, this section should discuss the proposed activities to be

performed in the Coalition planning project and clearly describe all steps necessary for the planning effort to be effectively completed and produce an Initiative grant program proposal. Finally, this section should describe how the planning effort will facilitate linkage and integration of existing healthcare workforce development efforts in the county or counties.

4. Organization and Staffing

This section should describe and demonstrate the lead applicant's organizational capability to bring local stakeholders together to undertake a planning process that leads to the development of an Initiative grant proposal. It should:

- Clearly outline and delineate the roles and responsibilities of the applicant organization(s) and key partners in relation to the planning effort;
- Provide a basic organizational chart and description of organizational structure for the lead applicant agency; and,
- Identify a lead agency project manager with day-to-day responsibility for key tasks such as leadership, monitoring ongoing progress, preparing project reports, and communicating with partners.

D. Coalition Planning Work Plan (Excel template)

Using the template provided, make a Coalition Planning Work Plan that lists all planned activities and a timetable for their completion. The Coalition Planning Work Plan is an Excel document available for download at the Governing Board's website [HERE](#).

E. Budget and Budget Narrative (Excel template)

Using the template provided, create the Coalition Planning grant budget. Detail all expense components that make up total operating expenses and the source(s) of in-kind and/or cash match funding. Describe all administrative costs and efforts to minimize use of project funds for administrative and overhead expenses. No project funds shall be used for administrative and/or overhead costs not directly attributed to the project. Administrative and/or overhead expenses shall equal no more than 10% of the total award amount.

The Budget template is available as an Excel spreadsheet for download [HERE](#).

Please note, prior to contracting, the Governing Board reserves the right to request copies of the applicant's most recent audited financial statements.

F. Letters of Commitment and Participation (PDF documents)

Coalition Planning grant applicants must demonstrate involvement of representatives from all the following organizations in their coalition and planning efforts:

- At least one local hospital;
- At least one community health center or rural health clinic;

- At least one public educational institution of higher learning, including community colleges and universities, and medical schools, physician assistant schools, nursing schools, and dental schools;
- At least one county agency (Health and Human Services, Health/Public Health, or Behavioral Health), from each county to be served by the plan; and,
- The County Workforce Development Board, from each county to be served by the plan.

Participation and support from coalition members shall be demonstrated by Letters of Commitment and Participation from each organization that describe the role each organization will play in the coalition planning effort.

Each Letter of Commitment and Participation shall be submitted as a PDF. A template to use as a guide is available for download [HERE](#).

All Letters of Commitment and Participation must be submitted as a part of the application. Any letters submitted outside of the application will **not** be considered in scoring the application.

G. Grant Proposal Signature Page (PDF template)

The grant proposal must be signed by the applicants' authorized signatory using the required Grant Proposal Signature Page template, which is available for download [HERE](#).

IX. BHW INITIATIVE GRANT PROPOSAL FORMAT AND REQUIREMENTS

This section only applies to applicants applying for a BHW Initiative grant. Applicants that wish to apply for a BHW Coalition Planning grant should refer to Section VIII.

A. Application Cover Sheet (Excel template)

Using the form provided, please include the applicant's name address, telephone, and e-mail contact information. The application cover sheet is an Excel document available for download at the Governing Board's website [HERE](#).

B. Project Plan and Summary (Word template)

Complete a Project Summary that describes key elements of the proposed project concisely including identified healthcare provider needs to be addressed, project objectives and approach, location(s) where need is demonstrated, profession(s) to be targeted, measures of success, anticipated outcomes and key project partners. The Project Plan and Summary is a Word template available for download at the Governing Board's website [HERE](#).

C. Initiative Grant Proposal Narrative (Word document, no longer than 10-pages)

Create a Narrative that includes:

1. Clear Statement of Workforce Need Within County

All Initiative grants must focus on identified healthcare workforce shortage(s) and one or more targeted healthcare professions and/or para-professions needed in the county or counties. Please provide a description of the proposed target profession(s) and/or para-professions and the specific strategy(ies) that will be used to increase the number of these healthcare providers that will serve the county or counties. In the context of the selected target profession(s), specify how the initiative will fulfill the CMSP Governing Board's goals for the BHW Grant Program (see Section II).

Please provide relevant background information relating to the proposed county or counties to be served, any unique features of these jurisdictions, the healthcare market, and any other pertinent information that explains the healthcare provider shortage identified in the county or counties. Applicants should use county-level and/or community-level data to demonstrate need, among other sources.

Describe the role(s) of each partner engaged in the Initiative grant project, their promised contributions to the project and their commitment over the life of the project. Describe the expected impact on the identified professional shortage as a result of the initiative and provide concrete estimates of the expected impacts. For example, such impacts* could include:

- Number of new medical or new nursing students from CMSP counties to be recruited and educated;
- Number of new community college or university students from CMSP counties introduced to health careers and provided support to pursue a health profession or para-profession;
- Number of new clinical placements developed for medical, physician assistant, nursing or behavioral health training;
- Number of new providers (by type) with practice rotations in CMSP counties; and,
- Number of high school students reached through healthcare professions programs.

*Note: This list is for demonstration purposes only. It is not intended to be definitive or limiting.

2. Local Healthcare Delivery System Context

Please identify and describe the main strengths and shortcomings of the county or counties healthcare market, along with any foreseen challenges in the healthcare delivery system anticipated in the coming years. Describe the lead agency and all key Initiative project partners and their current roles associated with the healthcare delivery system.

3. Description of Proposed Project

Describe the proposed activities to be performed in the Initiative. This section should be used to clearly present all steps necessary for successful development, implementation, and operation of the proposed project. This section also must identify which one or more healthcare professions is the subject(s) of the initiative. All plans and activities discussed should correspond with the plans listed in the Project Plan and Summary (see Section IX B above) and items in the Initiative Work Plan (see Section IX D below).

4. Organization and Staffing

This section should describe and demonstrate organizational capability to develop, implement, operate, collect data and report on the proposed project. Additionally, the information provided should clearly delineate the roles and responsibilities of the applicant organization and key partners and include the following:

- An organizational chart and description of organizational structure, lines of supervision, and management oversight for the proposed project, including oversight and evaluation of consultants and contractors;
- Identification of a project manager with day-to-day responsibility for key tasks such as leadership, monitoring ongoing progress, preparing project reports, and communicating with other partners; and,
- The roles, qualifications, expertise, and auspices of key personnel.

D. Initiative Work Plan (Excel template)

Using the template provided, make an Initiative Work Plan that lists all planned activities and a timetable for their completion. The Initiative Work Plan is an Excel document available for download at the Governing Board's website [HERE](#).

E. Data Collection and Reporting (Word or Excel)

Create an Excel or Word document detailing the plan for data collection, data analysis and outcome reporting that specifies the data that will be collected, retrieved and reported upon, who will collect it, when it will be collected and how that data will be used to document the outcomes expected to be achieved through the Initiative .

F. Budget and Budget Narrative (Excel template)

Using the template provided, create the Initiative grant budget. Detail all expense components that make up total operating expenses and the source(s) of cash match funding. Describe all administrative costs and efforts to minimize use of project funds for administrative and overhead expenses. No project funds shall be used for administrative and/or overhead costs not directly attributed to the project. Administrative and/or overhead expenses shall equal no more than 10% of the total award amount.

The Budget template is available as an Excel spreadsheet for download [HERE](#).

Please note, prior to contracting, the Governing Board reserves the right to request copies of the applicant's most recent audited financial statements.

G. Letters of Commitment and Participation (PDF)

Letters of Commitment and Participation will be utilized in scoring. Letters should detail the key partner's understanding of the proposed project and their organization's role in the project. BHW Initiative grant proposals must have Letters of Commitment and Participation from all the following:

- At least one local hospital;
- At least one community health center or rural health clinic;
- At least one public educational institution of higher learning, including community colleges and universities, and medical schools, nursing schools, and dental schools dedicated to preparing the next generation of professional healthcare providers.
- At least one county agency (Health and Human Services, Health/Public Health, or Behavioral Health), from each county to be served by the plan.
- County Workforce Development Board from each county to be served by the plan.

Each Letter of Commitment and Participation shall be submitted as a PDF. A template to use as a guide is available for download [HERE](#).

All Letters of Commitment and Participation must be submitted as a part of the application. Any letters submitted outside of the application will **not** be considered in scoring the application.

H. Grant Proposal Signature Page (PDF template)

The grant proposal must be signed by the applicants' authorized signatory using the required Grant Proposal Signature Page template, is available for download [HERE](#).

X. APPLICATION INSTRUCTIONS

This section applies to both BHW Coalition Planning Grant and Initiative Grant Applications.

- A. All grant applications must be complete at the time of submission and must follow the required format and use the templates provided:
1. The font must be Arial, size 12 point.
 2. Text must appear on a single side of the page only.
 3. Assemble each required document within the page number limits listed in the Proposal Format & Requirements sections.
 4. Clearly paginate each submitted document.
 5. Any templates provided by CMSP meet the required form and format.
- B. The application shall be signed by a person with the authority to legally obligate the Applicant.

- C. Submit an electronic copy of the following application components in one email:
- Application Cover Sheet (Excel template)
 - Project Plan and Summary (Word template)
 - Grant Narrative (Word document)
 - Workplan (Excel template)
 - Data Collection and Reporting (Word or Excel document, Initiative applicants only)
 - Budget and Budget Narrative (Excel template)
 - Letters of Commitment and Participation (PDF documents)
 - Grant Proposal Signature Page (PDF template)
- D. Do not provide any materials that are not requested, as reviewers will not consider the materials.

Complete proposals responding to this RFP must be received by April 1, 2025, no later than 3:00 PM PST via email to grants@cmspcounties.org.

XI. GENERAL INFORMATION

- A. All applications become the property of the Governing Board and will not be returned to the Applicant unless otherwise determined by the Governing Board in its sole discretion.
- B. Any costs incurred by the responding Applicant for developing a proposal are the sole responsibility of the responding Applicant and the Governing Board shall have no obligation to compensate any responding Applicant for any costs incurred in responding to this RFP.
- C. Proposals may remain confidential during this process only until such time as determined by the Governing Board in its sole discretion. Thereafter, the Governing Board may treat all information submitted by a responding Applicant as a public record. The Governing Board makes no guarantee that any or all of a proposal will be kept confidential, even if the proposal is marked "confidential," "proprietary," etc.
- D. The Governing Board reserves the right to do the following at any time, at the Governing Board's sole discretion:
1. Reject any and all applications or cancel this RFP.
 2. Waive or correct any minor or inadvertent defect, irregularity or technical error in any application.
 3. Request that certain or all Applicants supplement or modify all or certain aspects of their respective applications or other materials submitted.
 4. Modify the specifications or requirements for the grant program in this RFP, or the required contents or format of the applications prior to the due date.
 5. Extend the deadlines specified in this RFP, including the deadline for accepting applications.
 6. Award, or not award, any amount of grant funding to any applicant.

BHW-007

EXHIBIT C
APPLICATION
GRANTEE'S APPLICATION

APPLICATION COVERSHEET
Building the Healthcare Workforce Grant Program



Project Title Yuba County Healthcare Workforce Planning Coalition

Funding Round 1: RFP release date 02/05/25

Grant Track: Coalition Planning Project

CMSP County or Counties to be served:
Yuba County

Funding

Grant Funded	\$60,000
In-Kind or Cash Match	\$9,000
Project Total	\$69,000

Lead Agency Applicant

Organization Yuba County Health and Human Services
 Physical Address 5730 Packard Avenue, Suite 100
 City Marysville State CA Zip 95901
 Mailing Address 5730 Packard Avenue, Suite 100
 City Marysville State CA Zip 95901
 Tax ID Number 94-6000549

Organization Type (Select one)

- | | |
|--|---|
| <input type="checkbox"/> Hospital | <input type="checkbox"/> Tribal Health Organization |
| <input type="checkbox"/> Community Health Center | <input type="checkbox"/> Public Educational Institution |
| <input checked="" type="checkbox"/> County Department or Agency | <input type="checkbox"/> Workforce Development Board |
| <input type="checkbox"/> Nonprofit Health/Behavioral Health Organization | |

Lead Agency Director/Chief Executive

Name Jennifer Vasquez
 Title Director
 Organization Yuba County Health and Human Services
 Phone 530-749-6380 Extension _____
 Email jvasquez@yuba.gov

Primary Project Contact (Typically the Project Manager)

Name Dr. Phuong Luu
 Title Health Office
 Organization Yuba County Health and Human Services
 Phone 530-749-6379 Extension _____
 Email pluu@yuba.gov

Secondary Project Contact

Name Melissa Shaw
 Title Deputy Director of Public Health
 Organization Yuba County Health and Human Services
 Phone 530-749-6390 Extension _____
 Email mshaw@yuba.gov

Financial Officer (Serves as fiscal representative for the project)

Name Pheng Lee
 Title Financial Officer
 Organization Yuba County Health and Human Services
 Phone 530-749-6833 Extension _____
 Email pllee@yuba.gov



BUILDING THE HEALTHCARE WORKFORCE GRANT PROGRAM

PROJECT PLAN & SUMMARY

PLANNING COALITION GRANT

INSTRUCTIONS: This document summarizes key elements of the proposed project. Complete each section concisely and factually. This document should be used to inform other, more detailed, project documents.

APPLICANT: Yuba County Health and Human Services

PROJECT TITLE: Yuba County Healthcare Workforce Planning Coalition

COUNTY(IES) TO BE STUDIED: Yuba County

OBJECTIVE: In 5-7 sentences, summarize the main purpose of the proposed project.

Provider-to-population ratios in Yuba County are far below state averages, with severe shortages in primary care, dental, and mental health providers. The county’s designation as a Health Professional Shortage Area (HPSA) further emphasizes the need for targeted workforce development efforts. The Yuba County Healthcare Workforce Planning Coalition aims to address these shortages by identifying key nursing and ancillary staffing gaps. Through collaboration with healthcare, education, and workforce partners, the planning coalition will develop sustainable strategies to recruit, train, and retain healthcare professionals. These efforts will ultimately improve access to essential medical, dental, and mental health services for Yuba County residents.

APPROACH: In 5-7 sentences, describe the approach that will be used to meet the objective noted above.

The Yuba County Healthcare Workforce Planning Coalition will implement a structured, data-driven approach to address healthcare workforce shortages. The project will begin with forming a coalition of key healthcare, education, and workforce stakeholders to guide planning efforts. A consulting agency specializing in population health or workforce development will be engaged to support strategic planning and stakeholder engagement. A comprehensive workforce needs assessment will be conducted, incorporating both quantitative data and input from healthcare providers, educators, and the community. Findings will guide the development of strategies to strengthen training pipelines, expand local educational opportunities, and increase incentives for healthcare professionals. Implementation planning will focus on securing funding and finalizing a Workforce Strategy Implementation Plan. By fostering collaboration and leveraging data-driven solutions, this planning coalition aims to create a sustainable healthcare workforce in Yuba County.

HEALTHCARE WORKFORCE NEEDS: Identify healthcare workforce needs to be researched.

- Education/Training Recruitment Retention
 On the job/Employment site support Other: Specify below.

LOCATION: Identify locations where provider needs are demonstrated, or are likely to be demonstrated, including specific provider systems demonstrating such need.

- Hospitals Health Centers County Facilities
 Other: Specify below.

--

TARGET PROFESSIONS: Identify specific professions or para-professions that will be researched and likely targeted for future support.

- | | | |
|---|--|---|
| <input type="checkbox"/> Primary Care Physician | <input type="checkbox"/> Specialty Physician | <input type="checkbox"/> Nurse Practitioner |
| <input type="checkbox"/> Physician Assistant | <input type="checkbox"/> General Dentist | <input type="checkbox"/> Dental Hygienist |
| <input checked="" type="checkbox"/> Nursing Professions | <input type="checkbox"/> Behavioral Health Professions | <input checked="" type="checkbox"/> Other: Specify below. |

<p>We would like to address the healthcare ancillary staffing shortages in our county – including but not limited to certified nursing assistant, medical assistant, radiology tech, and psych tech.</p>
--

PROJECT RESEARCH: List three questions the Coalition plans to answer while completing this project.

1. What are the specific healthcare nursing and ancillary positions needed currently in Yuba County?
2. What opportunities need to be identified/implemented to allow these positions to be certified/trained locally?
3. At what juncture of the educational pipeline should we be targeting for our healthcare ancillary workforce intervention?

PLANNED OUTCOMES: Please list three project outcomes (goals) and explain how they will be measured.

Outcome 1: Identify the professional shortfalls within the community.	
Who will measure this outcome?	<ul style="list-style-type: none"> • Public Health Division’s epidemiologist in collaboration with workforce development group including but not limited to Yuba County healthcare employers.
Where will measurement data come from?	<ul style="list-style-type: none"> • Healthcare Access and Information (HCAI) database of healthcare staffing coverage for Yuba County. • Qualitative assessments obtained from local healthcare employers.
How will it be measured?	<ul style="list-style-type: none"> • By nursing and ancillary staffing type, what is the staffing gap for Yuba County across all healthcare employers.
When will it be measured?	<ul style="list-style-type: none"> • Baseline assessment at project initiation. • Review every 6 months.

Outcome 2: Develop a pipeline to increase the healthcare workforce target professions.	
Who will measure this outcome?	<ul style="list-style-type: none"> • Public Health Division’s epidemiologist in collaboration with workforce development.
Where will measurement data come from?	<ul style="list-style-type: none"> • Enrollment data from training programs and workforce development reports.
How will it be measured?	<ul style="list-style-type: none"> • Number of individuals enrolled in relevant healthcare training or certification programs.
When will it be measured?	<ul style="list-style-type: none"> • Baseline assessment at project initiation. • Review every 6 months.

Outcome 3: Create the foundation to bolster connections between individuals and employment.	
Who will measure this outcome?	<ul style="list-style-type: none"> Public Health Division's epidemiologist in coordination with local healthcare employers and workforce development.
Where will measurement data come from?	<ul style="list-style-type: none"> Programs and pathways identified and implemented to address the nursing and ancillary pipeline shortages
How will it be measured?	<ul style="list-style-type: none"> Number of individuals participating in career readiness programs. Number of individuals successfully passing their medical certifications. Percentage of participants securing employment in targeted professions with a local Yuba County health care employer.
When will it be measured?	<ul style="list-style-type: none"> Baseline assessment at project initiation. Annual assessment.

PARTNERS: Identify each Planning Coalition member organization and their intended role below.

Partner Organization 1: Adventist Health and Rideout
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Robin Oliver

Partner Organization 2: Ampla Health
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Cindy Snelgrove

Partner Organization 3: Harmony Health
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Rachel Farrell

Partner Organization 4: Peach Tree Health
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Michelle Woodard

Partner Organization 5: Bi-County Ambulance
Status: <input type="checkbox"/> Current coalition member <input checked="" type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Alex Bumpus

Partner Organization 6: Kaiser Permanente
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Tamar Kurlander

Partner Organization 7: Partnership HealthPlan of California
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Rebecca Stark

Partner Organization 8: Sutter Health
Status: <input type="checkbox"/> Current coalition member <input checked="" type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Angelika Corchado

Partner Organization 9: Yuba College
Status: <input type="checkbox"/> Current coalition member <input checked="" type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Dr. Tawny Dotson

Partner Organization 10: Yuba County Office of Education
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Bobbi Abold

Partner Organization 11: Yuba County School Districts
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Rob Gregor

Partner Organization 12: Workforce Innovation and Opportunity Act (WIOA)
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Caron Job

Partner Organization 12: North Central Counties Consortium (NCCC) Workforce Development Board
Status: <input checked="" type="checkbox"/> Current coalition member <input type="checkbox"/> To be recruited
Organization Type: <input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> Other
Role: Provide expertise, resources, and support for workforce development strategies.
Primary Contact Name: Cindy Newton

Statement of Workforce Need Within Yuba County

Yuba County, located in Northern California, is home to approximately 83,000 residents which includes the Sierra foothills, a region within Yuba County spanning over 25,000 acres of wildlife area that includes National Forest Land. This area includes communities such as Camptonville, Brownsville, Challenge, Dobbins, and Oregon House which are significantly impacted by geographic isolation. These communities along with other parts of Yuba County experience substantial barriers to healthcare access, including a lack of specialized healthcare providers, transportation challenges, and limited health support infrastructure.

Yuba County has also experienced a rapid population growth, increasing by nearly 14% between 2010 and 2021, with new subdivisions continuing to expand in the southern region of the county. Despite a relatively young population, with an average age of 33 years, Yuba County faces significant health disparities, including high rates of chronic disease and obesity (34% vs. 28% statewide). Additionally, Yuba County ranks among the highest in the state for mortality rates related to coronary heart disease (107.9 per 100,000, ranking 54th out of 58 counties). These health indicators further emphasize the crucial need for an expanded healthcare workforce to improve access to essential medical, dental, and mental health services.

Yuba County faces severe provider shortages, as reflected in its provider-to-population ratios. There is just one primary care physician for every 4,910 residents—far exceeding the California state average of 1,230:1. Dental care access is similarly constrained, with one dentist per 3,370 residents, compared to the state average of 1,080:1. While the county's mental health provider ratio of 390:1 is slightly better, it still falls short of meeting the growing demand, as the state average is 220:1.

The county's healthcare infrastructure consists of one hospital, Adventist Health and Rideout, and three Federally Qualified Health Centers (FQHCs): Ampla Health, Harmony Health, and Peach Tree Health. Additionally, several small and independent healthcare providers serve the community. The federal Health Resources and Services Administration (HRSA) has designated Yuba County as a Health Professional Shortage Area (HPSA) due to documented shortages in primary care, dental, and mental health providers. These workforce gaps, along with increasing healthcare needs and population, highlight the pressing need for strategic investments in healthcare recruitment, training, and retention efforts.

The Coalition Planning Grant aims to address these shortages by targeting nursing and ancillary staffing shortages. The planning efforts will focus on three key questions:

1. What are the specific healthcare nursing and ancillary positions needed currently in Yuba County?

2. What opportunities need to be identified/implemented to allow these positions to be certified/trained locally?
3. At what juncture of the educational pipeline should we be targeting for our healthcare ancillary workforce intervention?

These questions will be elicited and finalized through robust quantitative assessment and qualitative community's input from key stakeholders across health and human services, healthcare, educational, and labor sectors of Yuba County.

Local Healthcare Delivery System Context

Yuba County's healthcare delivery system has several strengths, including three FQHCs, which play a critical role in providing primary care, dental, and behavioral health services for Medi-Cal recipients and uninsured populations. Adventist Health and Rideout serves as the primary hospital, offering emergency and inpatient care. Yuba County Health and Human Services and Adventist Health and Rideout have built strong partnerships to improve the health and well-being of Yuba County residents. Through this collaboration, an Enrollment Specialist is stationed at Adventist Health and Rideout's facility to assist residents in applying for public assistance benefits such as California Work Opportunity and Responsibility to Kids (CalWORKs), CalFresh, Medi-Cal, and the County Medical Services Program (CMSP). This initiative has been well received by both the hospital and the community, effectively reducing barriers and connecting residents to essential services.

Yuba County Health and Human Services also values its partnerships with FQHCs to expand healthcare access. Last year, Yuba County Health and Human Services collaborated with Peach Tree Health to host three evening back-to-school vaccine clinics, accommodating caregivers' schedules and ensuring children received the vaccinations required for school enrollment. By working with the Yuba County Office of Education to assess community needs, Peach Tree Health successfully vaccinated 81 K-12 students, administering a total of 276 vaccines. Due to the program's positive impact, Yuba County Health and Human Services plans to continue these clinics in the upcoming school year.

Despite these strengths, Yuba County faces significant challenges that impact healthcare access and service delivery:

- Provider shortages limit timely access to primary, dental, and mental health services, often resulting in long wait times or out-of-county referrals.
- Geographic barriers create challenges for residents in rural areas, especially those with limited transportation options.
- High demand for mental health services exceeds the current provider capacity, leaving many residents without timely care.

- Recruitment and retention difficulties persist due to higher salaries and more competitive benefits offered in neighboring urban areas.
- Limited local training programs for healthcare professionals constrain workforce development and contribute to ongoing staffing shortages.

Lead Agency and Coalition Planning Partners

Lead Agency

Yuba County Health and Human Services will serve as the lead agency for this Healthcare Workforce Planning Coalition, leveraging its extensive experience in coordinating multi-sector partnerships and implementing community health initiatives. Yuba County Health and Human Services provides a broad range of programs that address healthcare access, social services, and public health needs. The department plays a key role in planning, managing, and coordinating service delivery while fostering partnerships that improve the well-being of county residents. Through the Building the Healthcare Workforce Grant Program effort, Yuba County Health and Human Services will engage stakeholders to develop sustainable healthcare workforce solutions.

Coalition Planning Partners and Their Roles in the Healthcare Delivery System

- **Adventist Health and Rideout:** The county's primary hospital, providing emergency, inpatient, and specialty medical care. It offers essential services such as surgery, maternity care, and plays a primary role in acute and specialty healthcare for Yuba County residents.
- **Bi-County Ambulance:** The sole emergency medical services (EMS) provider for Yuba and Sutter counties, ensuring timely emergency response and transportation to healthcare facilities, including Adventist Health and Rideout.
- **Federally Qualified Health Centers:** Includes Ampla Health, Harmony Health, and Peach Tree Health. These community-based clinics serve as essential safety-net providers, offering comprehensive primary care, dental, and behavioral health services, particularly for Medi-Cal recipients and uninsured individuals.
- **Kaiser Permanente and Partnership HealthPlan of California:** Managed Care Plans (MCPs) that administer Medi-Cal services in Yuba County. The MCPs help coordinate care, improve access to healthcare, and enhance health outcomes for low-income Yuba County residents.
- **Sutter Health:** A major healthcare system in Northern California that offers specialty and primary care services to Yuba County residents.
- **Yuba College:** A key partner in workforce development, providing local healthcare education and training programs, including nursing, dental hygiene, radiologic technology, psychiatric care, and emergency medical services.
- **Yuba County Office of Education:** Supports career and technical education programs in healthcare, providing students and adult learners with training and certification opportunities in medical assistant fields.

- Yuba County School Districts: Contribute to early health interventions through school-based health programs, student wellness initiatives, and partnerships that introduce students to healthcare career pathways.
- Workforce Innovation and Opportunity Act (WIOA): Plays a vital role in expanding the local healthcare workforce by providing job training, career development resources, and funding for healthcare education programs. WIOA supports employment initiatives for underserved populations, helping individuals gain skills and certifications needed for careers in the healthcare field.
- North Central Counties Consortium (NCCC) Governing Board: Workforce Development Board oversees workforce development services in Colusa, Glenn, Sutter, and Yuba counties. NCCC's Governing Board manages planning, policy development, oversight, and evaluation of the regional workforce system. The board includes local business leaders and representatives from labor, education, economic development, vocational rehabilitation, state employment services, and community organizations.

Expanding Partnerships to Address Workforce Gaps

As part of the planning process, Yuba County Health and Human Services will seek to expand its network of partners to strengthen its Healthcare Workforce Planning Coalition. This includes fostering collaborations with higher education institutions, healthcare systems, and additional community-based organizations that can support provider recruitment, workforce retention, and pipeline development.

By leveraging existing strengths and addressing key shortcomings, this planning coalition will aim to create a sustainable, community-driven approach to expanding the local healthcare workforce and improving healthcare access for Yuba County residents.

Proposed Coalition Planning Project

The Yuba County Healthcare Workforce Planning Coalition will focus on addressing critical shortages in nursing and ancillary healthcare positions by bringing together key healthcare, educational, and workforce development stakeholders. This planning coalition will ensure that workforce expansion strategies are data-driven and sustainable.

Key Activities and Phases

Phase 1: Project Kickoff and Coalition Formation

1. Engage a consulting agency specializing in population health or workforce development to support strategic planning and stakeholder engagement.
2. Establish a coalition of healthcare, educational, and workforce development partners to design sustainable training and certification programs for the identified positions.

3. Develop a Coalition Planning Charter to formalize participation and commitments.
4. Convene an initial coalition meeting to align on goals, scope, and expectations.

Phase 2: Data Collection and Assessment

1. Conduct a comprehensive workforce needs assessment to identify the specific nursing and ancillary healthcare positions needed currently in Yuba County.
2. Gather input from healthcare providers, educators, and community members to assess workforce challenges.
3. Analyze healthcare workforce data to identify barriers to recruitment, retention, and training capacity.

Phase 3: Mid-Project Review and Adjustments

1. Present survey results, focus group feedback, and local healthcare workforce data to key stakeholders.
2. Adjust strategies based on findings and key stakeholder feedback.
3. Submit the Mid-Project Progress Report and Expenditure Report.

Phase 4: Strategy Development

1. Develop strategies to enhance training and employment pipelines, including:
 - Strengthening partnerships with Yuba College and other local educational institutions to expand training programs specific to the identified nursing and ancillary staffing gaps.
 - Creating internship programs in partnership with local hospitals and clinics.
 - Increasing scholarship and loan repayment incentives for healthcare staff committing to work in Yuba County for at least 3-5 years.

Phase 5: Implementation Planning

1. Identify funding sources, including state and federal grants, to support workforce expansion.
2. Finalize and present the Workforce Strategy Implementation Plan to key stakeholders.

Phase 6: Final Review and Reporting

1. Adjust strategies based on stakeholder feedback.
2. Prepare the final grant report, outlining proposed next steps for implementation.

By following this structured, collaborative approach, the Yuba County Healthcare Workforce Planning Coalition will create a foundation for an initiative grant proposal aimed at securing long-term workforce improvements.

Organization and Staffing

Yuba County Health and Human Services has extensive experience coordinating multi-sectoral partnerships and implementing community health initiatives to address complex challenges and foster a healthy, thriving community. Given Yuba County's interconnected community, collaboration between Health and Human Services and community-based organizations has remained a top priority. Through our Community Health Improvement Plan (CHIP), we have prioritized two critical health needs: improving access to healthcare and expanding mental health services. These priorities are being collaboratively addressed through strong partnerships with Adventist Health and Rideout, all three FQHCs, Sutter Health, Yuba College, Yuba County Office of Education (YCOE), and various community-based organizations. This existing foundation of active community engagement will be instrumental in ensuring effective workforce planning.

To support the planning and implementation of this project, Yuba County Health and Human Services will engage a consulting agency with expertise in healthcare workforce assessment, strategic planning, and stakeholder engagement. The agency will provide technical guidance, facilitate discussions, and ensure a data-driven approach to addressing workforce challenges. Their role will include assessing Yuba County's nursing and ancillary health workforce shortages, identifying best practices for recruitment and retention of the local pipeline, and fostering collaboration among key partners. By leveraging the agency's specialized knowledge, Yuba County Health and Human Services aims to develop sustainable solutions that expand healthcare access and capacity for Yuba County residents.

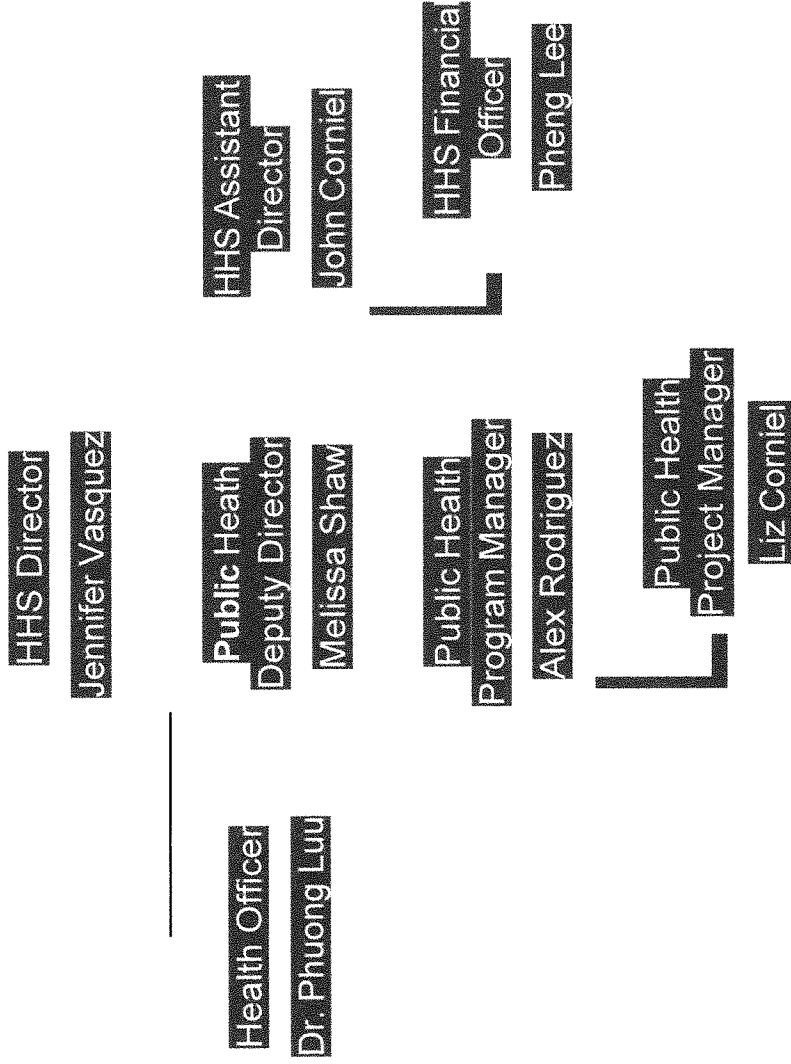
Roles and Responsibilities:

Please refer to the Organizational Chart on page eight for a visual representation of the lead agency. The roles and responsibilities for the key individuals involved in this project include the following:

- Director, Yuba County Health and Human Services: Ensures the Healthcare Workforce Planning Coalition is in alignment with Yuba County's Strategic Plan and the community's priorities and supports stakeholder engagement.
- Health Officer and Deputy Director for Public Health, Yuba County Health and Human Services: Oversees project implementation, manages stakeholder relationships, and ensures compliance with grant requirements.
- Program Manager and Project Manager for Public Health, Yuba County Health and Human Services: Coordinates project operations with the consulting agency, tracks project milestones, and facilitates communication among Coalition Planning Partners.
- Coalition Planning Partners: Provide expertise, resources, and support for workforce development strategies. Partners include Adventist Health and Rideout, Bi-County Ambulance, Federally Qualified Health Centers, Kaiser



Yuba County Healthcare Workforce Planning Coalition
Organizational Chart for Lead Agency



**CMSP Building the Healthcare Workforce Grant Program
Track One - Coalition Planning**

Proposed Budget Tab Instructions

Use the proposed budget tab to enter in all proposed project expenses.

- Enter each proposed line-item expense in column A.
- Input quantities into column B. Quantity examples include 1.0 FTE, 400 students, 12 Laptops, etc.
- Enter proposed CMSP expenses in column C.
- Enter proposed In-Kind or Cash Match expenses column D.

Narrative Tab Instructions

Use the Narrative tab to provide detail and justify **all** proposed expenditures. Provide a brief explanation for every expense in column B. When an expense is fully or partially funded In-Kind or with Cash Match, provide the funding organization's name and any pertinent funding related information.

Expense Category Descriptions

Reference the category expense descriptions below when determining which category a proposed expense should be listed under. Additionally, reference the RFP and supporting documents when determining if a proposed expense is allowable under this grant effort.

Personnel

Includes expenses related to compensation, salary and fringe benefits, for all project personnel. Fringe benefits may include employer FICA, unemployment and workers compensation taxes, medical insurance, vacation or sick leave and retirement benefits. Applicants must detail each staff member's name, job title, duties, gross salary, and FTE allotted to the project.

Training

Includes staff, consultant and/or stakeholder training expenses which are reasonable and necessary for project completion. Sample expenses include but are not limited to speaker fees, tuition or registration, and course materials.

Meeting or Convening

Includes project related staff, consultant, partner, coalition or stakeholder meeting expenses. Sample expenses include but are not limited to marketing, venue, audio visual, meeting registration or management software, meeting materials, food or refreshments up to \$15 per attendee, and other expenses directly allocable to a project-related meeting or convening.

Contractual Services

Includes contractor expenses related to completion of project activities. Applicants must provide the consultant, independent contractor, or sub-contractor's organizational name and describe duties they will be performing on the project.

Travel

Includes project related travel expenses for travel within the state of California. Sample expenses include but are not limited to airfare, meals, lodging, mileage reimbursement, parking and taxis. Use GSA per diem rates.

Other

Includes expenses that do not fall into any other budget category. Each item listed in the Other category must be reasonable and necessary for project completion, and well described and justified in the Budget Narrative.

Administrative/Overhead Expenses

Includes ongoing business expenses that are charged proportionally to the project. Sample expenses include but are not limited to phone, facilities, utilities, IT support, or other ongoing business expenses. Budgeted administrative and/or overhead expenses may not exceed 10% of total grant award amount.

Important Reminders

Administrative/Overhead expenses are limited to 10% or less of the total award amount.

Grant awardees are required to provide in-kind or hard dollar matching funds in the amount of no less than fifteen percent (15%) of the total award amount.

Planning efforts are expected to last no more than 9-months.

Portions of this spreadsheet are locked to protect its structure.

CMSP Building the Healthcare Workforce Grant Program Narrative
Track One - Coalition Planning

Applicant Yuba County Health and Human Services



Instructions: Describe proposed line-item expenses in the light blue cells below. When an expense is fully or partially funded in-kind or with cash match, provide the funding organization's name and any pertinent funding related information

Personnel	
Line Item	Expense Description
Health Officer, Dr. Phuong Luu	The Health Officer will provide oversight, manage stakeholder relationships, and ensure compliance with grant requirements. This position is supported with \$2,320 supported by CMSP funding and \$2,068 cash match through existing funding from the Yuba County Health and Human Services, Public Health Division FTE Calculation: \$438,844 x 1% = \$4388
Program Manager, Alex Rodriguez	The Program Manager will oversee overall coordination of grant activities, maintain alignment with county priorities, and supports project activities across coalition partners. This position is supported by cash match through existing funding from the Yuba County Health and Human Services, Public Health Division. FTE Calculation: \$187,561 x 1% = \$1876
Project Manager, Liz Corniel	The Project Manager will coordinate timelines and deliverables with the consulting agency, tracks milestones, and facilitates communication among Coalition Planning Partners to ensure timely execution. This position is supported by cash match through existing funding from the Yuba County Health and Human Services, Public Health Division FTE Calculation: \$150,180 x 2.5% = \$3755
0	
Training	
Line Item	Expense Description
0	
Meeting or Convening	
Line Item	Expense Description
Food and refreshments	To support participation and engagement, food and refreshments will be provided for convenings held twice per month, serving approximately 30 attendees at a cost of \$15 per person.
0	
Contractual Services	
Line Item	Expense Description
Consultant (Vendor TBD)	If awarded the CMSP Planning Grant, Yuba County Health and Human Services, Division of Public Health, will contract with a consultant to facilitate the planning process, ensuring a structured and efficient approach. The consultant will enhance stakeholder engagement, support data collection and analysis, and guide the development of actionable strategies to achieve grant objectives. Additionally, they will provide best-practice recommendations, facilitate collaborative discussions, and assist in drafting key deliverables to maximize the grant's impact.
0	
Travel	
Line Item	Expense Description
0	
Other	
Line Item	Expense Description
0	
Administrative/Overhead Expenses	
Line Item	Expense Description
Indirect Costs	\$7766 x 25% = \$1942
0	



**SUTTER-YUBA
BEHAVIORAL HEALTH**

1965 Live Oak Boulevard, Suite A
P.O. Box 1520 Yuba City, CA 95992-1520
O: (530) 822-7200

RICK BINGHAM, LMFT, #41622
*Local Mental Health Director
Alcohol and Drug Program Administrator
Assistant Director of Health and Human Services*
O: (530) 822-7327

RE: Yuba County Health and Human Services Grant Application

Date: 3/27/2025

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Sutter-Yuba Behavioral Health is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, Sutter-Yuba Behavioral Health confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- Sutter-Yuba Behavioral Health has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, Sutter-Yuba Behavioral Health agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact me at 530.822.7327 or at rbingham@co.sutter.ca.us.

Sincerely,
**Rick
Bingham**

Digitally signed by Rick
Bingham
Date 2025.03.27
16:01:48 -07:00

SUSAN REDFORD, LMFT, #43709
Acute Psychiatric Services Branch Director
O: (530) 822-7200

ELIZABETH GOWAN, LMFT, #32342
Adult Services Branch Director
O: (530) 822-7200

JOSH THOMAS, LCSW, #65309
Children's Services Branch Director
O: (530) 822-7200

RE: Yuba County Health and Human Services Grant Application

Date: 3/28/2025

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Yuba College (YC) is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, YC confirms:

The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. YC will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.

YC has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.

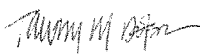
Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, YC agrees to contribute expertise and support for workforce development strategies. We further agree to leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill our role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.

An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Services as described above. For questions, please contact Dr. Alan Dixon, Dean at Yuba College, at adixon@yccd.edu.

Sincerely,



Dr. Tawny M. Dotson
President, Yuba College



Ampla Health

Care to improve your life.

March 26, 2025

Yuba County
Health and Human Services, Public Health Division
5730 Packard Avenue, Suite 100
Marysville, CA 95901

YUBA COUNTY HEALTH AND HUMAN SERVICES GRANT APPLICATION

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Ampla Health is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, Ampla Health confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- Ampla Health has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, Ampla Health agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact Cindy Snelgrove, Chief Clinical Services Officer, (530) 751-3755, and csnelgrove@amplahealth.org.

Sincerely,

DocuSigned by:

D5924C8448CC404...

Benjamin H. Flores, MPH
President & CEO

amg



Harmony Health

MEDICAL CLINIC AND FAMILY RESOURCE CENTER

a californiahealth⁺center

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Wendell Peters
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Chief Executive Officer

Craig Rhoades, PA-C, RD
Chief Medical Officer

Nicolas Sigala
Chief Operations Officer

Jennifer Hunter
Chief Financial Officer

RE: Yuba County Health and Human Services Grant Application

Date: 3/26/2025

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Harmony Health Medical Clinic and Family Resource Center (Harmony Health) is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, Harmony Health confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- Harmony Health has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, Harmony Health agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact Rachel Farrell, CEO at 530-743-6888 or ceo@myharmonyhealth.org.

Sincerely,

Rachel Farrell

Our mission is to serve as a community-centered provider of services to improve the health, education, and economic opportunities for individuals and families.



pickpeach.org

March 25, 2025

RE: County Medical Services Program Governing Board

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Peach Tree Health is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, Peach Tree Health confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- Peach Tree Health has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, Peach Tree Health agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact Michelle Woodard, Interim CEO, 530-741-6245 ext. 1351, and mwoodard@pickpeach.org.

Sincerely,

Michelle Woodard, Interim CEO



RE: Yuba County Health and Human Services Grant Application

Date: March 31, 2025

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms Adventist Health +Rideout is supportive of and committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, Adventist Health + Rideout confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- Adventist Health +Rideout has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, Adventist Health + Rideout agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact Chris Champlin, President 530 751-4242, and champlc@ah.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Champlin".

Christopher Champlin, President



North Central Counties Consortium

"Supporting Economic Vitality in the Counties of Colusa, Glenn, Sutter and Yuba"

RE: Yuba County Health and Human Services Grant Application

Date: 3/25/2025

Dear County Medical Services Program Governing Board:

This Letter of Commitment and Participation confirms North Central Counties Consortium is committed to partnering with Yuba County Health and Human Services in their pursuit of a Building the Healthcare Workforce Coalition Planning Grant.

As a supporter of this application, North Central Counties Consortium confirms:

- The Coalition Planning Grant provides up to \$60,000 to address provider shortages in CMSP counties. Partner organizations will collaborate to develop strategies that expand the healthcare workforce and complete the project within nine months.
- North Central Counties Consortium has worked with Yuba County Health and Human Services on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) to identify health priorities and improve community well-being.
- Yuba County Health and Human Services is well-qualified to lead the Coalition Planning Project as an eligible county agency with extensive experience in grant management, workforce development, and multi-sector collaboration.

As a key partner in the proposal, North Central Counties Consortium agrees to participate in the following ways:

- Contribute expertise, resources, and support for workforce development strategies.
- Leverage our experience in healthcare delivery, workforce development, and community engagement to fulfill its role in the project, demonstrating a strong commitment to addressing provider shortages and improving access to care.
- An MOU will be explored if Yuba County Health and Human Services is awarded the grant to formalize roles, responsibilities, and commitments.

We do hereby commit to partner with Yuba County Health and Human Service as described above. For questions, please contact Cindy Newton, Executive Director, (530) 751-8202, and cnewton@ncen.org.

Sincerely,

Cindy Newton

Cindy Newton
Executive Director

America's **JobCenter**
of CaliforniaSM

NCCC is a proud partner of America's Job Center of CaliforniaSM network.



**Building the Healthcare Workforce
Grant Proposal Signature Page**

Funding Round 1: RFP release date 02/05/25

Application Type: (select one)

Track One – Coalition Planning Grant

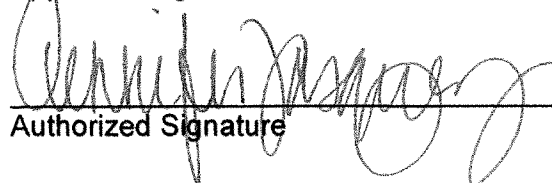
Track Two – Initiative Grant

By submitting this application for CMSP's Building the Healthcare Workforce Grant Program, the applicant signifies acceptance of the applicant's responsibility to comply with all requirements stated in the Request for Proposals (RFP) 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 Building the Healthcare Workforce Grant RFP is true and correct.

Yuba County Health and Human Services

Applicant Organization



Authorized Signature

5/13/25

Date

Jennifer Vasquez

Director

Name

Title

EXHIBIT D

**COUNTY MEDICAL SERVICES PROGRAM GOVERNING BOARD
GRANTEE DATA SHEET**

Grantee's Full Name:	Yuba County Health and Human Services
Grantee's Address:	5730 Packard Avenue, Suite 100 Marysville, CA 95901
Grantee's Executive Director/CEO: (Name and Title)	Jennifer Vasquez Director
Grantee's Phone Number:	(530) 749-6380
Grantee's Email Address:	jvasquez@yuba.gov
Organization Type: (From Application)	County Department or Agency
Grantee's Tax ID # [EIN]:	94-6000549

I declare that I am an authorized representative of the Grantee described in this Form. I further declare under penalty of perjury under the laws of the State of California that the information set forth in this Form is true and correct.

GRANTEE:

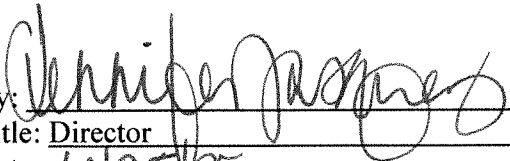
By: 
 Title: Director
 Date: 6/25/25

EXHIBIT E

USE OF GRANT FUNDS

1. Use of Grant Funds. Grantee shall use the Grant Funds solely for the purpose of the Project.

2. Allowable Expenses. Grant Funds may be used to fund allowable expenses. Grantee shall provide the Governing Board with reasonable proof that Grantee has dedicated the Grant Funds to allowable expenses. Allowable expenses must be *appropriate, necessary, reasonable and applicable to the Grant Program* and may include but are not limited to:

- Costs that comply with the limitations of the Grant Agreement 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 equipment, expansions of current facilities, and/or renovation/remodeling of current facilities
- Speaker or trainer fees for services rendered
- Purchase of supplies for scheduled training if the supplies are received and used during the project performance period
- Food and non-alcoholic refreshments for scheduled training events up to \$15 per individual, per training, when justified as an integral and necessary part of a training event (i.e., a working meal where business is transacted)
- Stipends for non-salary employees**
- Travel costs for 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 be economy class. Grant funded expenses for meals and lodging shall not exceed per diem rates set forth by the United States General Services Administration.
- 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
- Conferences and trainings, including necessary recording of proceedings, simultaneous translation, and subsequent transcriptions
- IT Expenses

* *All expenses must be comprised in a budget previously approved by Governing Board staff.*

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

- H-1B visa employee procurement expenses including marketing, filing fees, legal fees, premium processing, relocation assistance of up to \$1,000 per visa holder, and public access file maintenance expenses

3. 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
- Defense and prosecution expenses, including but not limited to prosecuting claims against the Governing 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 Governing Board), including costs of amusement, diversion, social activities, ceremonials, and related incidental costs, such as bar charges, tips, personal telephone calls, and laundry charges
- 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 Governing Board)
- 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, and personal living expenses or services
- Investment management fees
- Losses on other sponsored projects
- Lease/purchase of land, buildings, or new construction
- Firearms
- Membership dues, including but not limited to memberships in civic,

community or social organizations, or dining or country clubs

- Travel outside of the state of California
- Direct legal fees and costs incurred in development and implementation of the Project provided by individuals who are not employees of Grantee.***

4. Determination of Allowable and Unallowable Expenses. It is recommended that expenses be included in Grantee's budget with sufficient detail and that such budget is approved by Governing Board staff prior to expenditure or, alternatively, expenditures be otherwise approved by the Governing Board staff prior to expenditure. The Board shall determine whether an expense is an allowable or unallowable expense as provided in this Agreement. The Governing Board's determination shall be in its sole discretion and shall be final.

**** Such direct legal fees and costs that are both appropriate and reasonable may be included in Grantee's administrative and/overhead expenses directly attributed to the Project as set forth in the Agreement.*