

**AGREEMENT BETWEEN THE PENNSYLVANIA DEPARTMENT OF HEALTH AND
YORK CITY BUREAU OF HEALTH**

(Name)

WHEREFORE, in witness of the covenants set forth below on the attached pages, the parties have affixed their signatures hereto:

BY: _____ DATE: _____
Signature

Print/Type Title

Print/Type Name

BY: _____ DATE: _____
Signature

Print/Type Title

Print/Type Name

BY: _____ DATE: _____
Pennsylvania Department of Health

Approved as to form and legality:

BY: _____ DATE: _____
Office of Legal Counsel
Pennsylvania Department of Health

AND

BY: Not Required DATE: _____
Office of General Counsel
Commonwealth of Pennsylvania

AND

BY: Not Required DATE: _____
Office of Attorney General
Commonwealth of Pennsylvania

I hereby certify that funds are available in the amount(s) and in the appropriation symbol(s) as shown below:

BY: _____ DATE: _____
Comptroller
Public Health and Human Services

Jan Miller, Project Officer
(717) 547-3223

Brian Wyant, Alternate Project Officer
(717) 787-5900

SAP #: 4100079696

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE PENNSYLVANIA
DEPARTMENT OF HEALTH**

AND

YORK CITY BUREAU OF HEALTH

THIS INTERGOVERNMENTAL AGREEMENT, hereinafter referred to as "Agreement", is made by and between the Commonwealth of Pennsylvania, Department of Health, hereinafter referred to as "the Department", and York City Bureau of Health, hereinafter referred to as "Provider."

WHEREAS, the Department has the power and duty to protect the health of the people of this Commonwealth, and to determine and employ the most efficient and practical means for the prevention and suppression of disease pursuant to 71 P.S. §532; and

WHEREAS, the Department is in receipt of or anticipates receipt of Federal funds or state funds or both pursuant to 71 P.S. §532 to provide for the purposes of this Agreement, and this Agreement is contingent upon appropriation and receipt of such funds.

WHEREAS, this agreement is an Intergovernmental Agreement and is not subject to the Commonwealth Procurement Code, P.L. 358, No. 57, May 15, 1998, 62 Pa.C.S.A. §101 et seq., (Act 57), and must be processed in accordance with the Commonwealth Attorneys Act, 71 P.S. § 732-101 et seq.

NOW, THEREFORE, the parties, intending to be legally bound, hereby agree as follows:

I. AGREEMENT TERM

A. This Agreement shall be effective from July 1, 2018 through June 30, 2019, subject to its other provisions, and the availability of funds, whether state or Federal unless terminated earlier by either party according to the termination provisions of this Agreement.

B. No-Cost Extension. The term of this Agreement may be extended with no additional funding by a written notice signed by the Department in order to allow the Provider to continue to use the funds to perform the work of this Agreement at the same terms and conditions as this Agreement for an additional period of time. For the purpose of this extension, the funding amount is limited to the funds not spent by the Provider by the end of the Budget period. At no time will the length of this Agreement exceed 5 years including any extension.

C. Renewal.

At the Department's discretion and by letter notice, the Department may renew this Agreement for the following term: Two one-year renewals.

1. In the event of a renewal, the Department may choose to renew the Agreement as follows:
 - a) At the Agreement's original terms or conditions; or
 - b) To increase or decrease the grant amount or salaries, hourly wages or fringe benefits to reflect cost increases so long as that increase does not exceed 5% of the original amount or rates. Nothing in this subparagraph is intended to permit an alteration in the scope of work of the original agreement in the renewal; or
 - c) To include the increase or decrease in work or change to amount, salaries, wages, or fringe benefits included in an amendment to the original Agreement, including SAFs,

Funding Reduction Change Orders, Budget Revisions, or formal Amendments. The increase or decrease of work shall be limited to deliverables established in the amendment. Nothing in this paragraph shall be read to permit the scope of work of the Agreement to be changed.

2. The Department is not obligated to increase the amount of the award.
3. Any renewal terms are subject to the other provisions of this Agreement, and the availability of funds.

○ Renewals are not applicable to this Agreement

II. AGREEMENT AMOUNT

Subject to the availability of funds, whether state or Federal, and the other terms and conditions of this Agreement, the Department will make payments in accordance with the Agreement payment provisions, Appendix B and the Agreement Budget, Appendix C, up to the maximum Agreement amount of \$46,330.00.

III. FUNDING SOURCE(S)

Pursuant to Management Directive 305.21, *Payments to Local Governments and Other Subrecipients*, the Department must identify the amounts of Federal and state funding it provides to Providers. This identification follows and includes the breakdown of Federal and state dollars provided and the related Federal and state financial assistance program name and number:

\$46,330.00, 93.758, DHHS/CDC, Preventive Health & Health Services Block Grant, NB1OT009138

IV. WORK STATEMENT

The Provider shall provide program activities and related services as specified in Appendix A, Work Statement, and its Attachment(s), if any.

V. APPENDICES AND ATTACHMENTS

The following Appendices and Attachments are incorporated into and made part of this Agreement and the parties agree to be bound by these Appendices and Attachments:

- A. Appendix A - Work Statement**
- B. Appendix B – Payment Provisions (Rev. 5/12) and its Attachment 1** - A downloadable format of Attachment 1 is available at the following Internet address: <http://www.health.pa.gov/vendors>.
- C. Appendix C – Budget** - A downloadable Budget format is available at the following Internet address: <http://www.health.pa.gov/vendors>.
- D. Appendix D – Program Specific Provisions**

VI. INCORPORATED DOCUMENTS

Provider acknowledges having reviewed a copy of the following documents, which are available at <http://www.health.pa.gov/vendors>. These documents are incorporated by reference into and made a part of this Agreement:

- A. Audit Requirements (Rev. 7/13)**

- B. Commonwealth Travel and Subsistence Rates (Rev. 4/12)**
- C. Federal Lobbying Certification and Disclosure (Rev. 12/05)**
- D. Minimum Personal Computer Hardware, Software, and Peripherals Requirements (Rev. 4/12)**
- E. Pro-Children Act of 1994 (Rev. 12/05)**
- F. Terms and Conditions**
 - Standard General Terms and Conditions (Rev. 2/15)
 - Standard Contract Terms and Conditions - Paper Contract (Rev. 03/03/2015)
Paragraph 18 (Payment) of these Standard Contract Terms and Conditions is superseded by the terms of Appendix B, Payment Provisions (Rev.5/12).

Additional Contract Terms and Conditions (Rev. 3/15)
- G. Block Grant Provisions (Rev. 12/05)**
 - Maternal and Child Health Block Grant Provisions
 - Preventive Health and Health Services Block Grant Provisions
 - Block Grant Provisions are not applicable to this agreement
- H. HIPAA Business Associate Agreement and Attachment 1 (Rev. 5/13)**
 - The HIPAA Business Associate Agreement is applicable to this agreement
 - The HIPAA Business Associate Agreement is not applicable to this agreement

VII. ADDITION OF SUBSEQUENTLY AVAILABLE FUNDS

- If, during the term of this Agreement, additional funds become available to provide additional or expanded services or activities under the scope of this Agreement, the Department may advise Provider, in writing, of the availability and purpose of such funds. The Department also will inform Provider of any additional conditions or requirements of the additional funds. Provider hereby agrees to accept the funds for the stated purpose and agrees to use the additional funds as stated by the Department. Provider shall provide the Department with a written work statement detailing the manner in which Provider will use the additional funds in accordance with the stated requirements. Provider shall provide the Department with a detailed revised overall Agreement Budget showing the current budget, the budget for the additional funds and a revised total Budget. The Department may choose to provide Provider with a Budget format on which to submit the revised Budget information. The additional funds, and the new Budget, shall be subject to the terms and conditions of the initial Agreement, as well as to any additional conditions and requirements of the additional funds. Provider's work statement, revised Budget and any new conditions or requirements of the additional funds shall be incorporated into and become a part of this document by reference. To be effective, documentation describing the additional funds and any additional conditions or requirements shall be signed by the Department and the Agency Comptroller.

- This paragraph, 'Addition of Subsequently Available Funds' is not applicable to this agreement

VIII. DECREASE IN FUNDING

If the Department determines that the Provider is unable to spend the funding included in this Agreement in a timely manner and that the Provider is therefore unable to fully carry out the work required under the Agreement in the timeframe required by the Agreement, the Department reserves the right to decrease funding to the Provider from any Budget year set out in Appendix C of this Agreement by prior written notice signed by the Department and the Comptroller. The decrease in funding shall be reflected by a

revised Budget and if necessary, shall also include a revised Work Statement showing any reduction in work resulting from the decrease in funding. The decision to decrease funding is solely within the discretion of the Department.

IX. MEANING OF TERMS “CONTRACT” AND “CONTRACTOR”

The parties understand that the use of the terms “Contract” and “Contractor” throughout this Agreement shall mean “Agreement” and “Provider” respectively.

X. FINAL AGREEMENT APPROVAL

This Agreement shall not be legally binding until all signatories, including those signing their approvals for form and legality, have signed the agreement and the Commonwealth provides a fully signed copy to the Provider.

SAP # 410079696**Appendix A****WORK STATEMENT****I. PURPOSE**

The Pennsylvania Department of Health (Department) will contract with the York City Bureau of Health (Grantee) to provide a dental service program in York City to children between the ages of 0-16.

II. TASKS

- A. The Grantee, or the Grantee through a subcontractor, shall conduct a school-based dental sealant program for students at selected schools in York City.
1. The Grantee shall target students in grades K-3 and grades 6-8 for this program.
 2. The Grantee shall select schools based upon the enrollment of 50 percent or more students in the Free and Reduced Cost School Meal Program.
 3. The Grantee shall be responsible for development of linkages between the Grantee and oral health partners in identification of eligible students and any insurance coverage, linkages between the dental provider and the family, and the development of any education and training components for both students and parents.
 4. The Grantee shall work with oral health partners to obtain the necessary consent forms in order for the students to participate in the dental sealant program.
 5. The Grantee shall oversee that dental sealant is placed on 35 percent of the population of children eligible for federal free or reduced-cost lunch programs in each school and grade-level the Grantee targets. The Grantee shall contract with a subcontractor to implement the dental sealant program.
 6. The Grantee shall oversee that all dentists participating in the sealant program are either employees or under contract with the Grantee or subcontractor, and are licensed, credentialed providers with the Medical Assistance Program (Medicaid) and the Children's Health Insurance Program (CHIP).
 7. The Grantee shall refer students identified with urgent or additional treatment needs to the subcontractor or to volunteer dental professionals licensed and credentialed with the Medicaid and CHIP programs.
 8. The subcontractor shall provide families in need with referrals to dental providers in the community who accept low-income patients. The Grantee shall also provide the uninsured with information on the Medicaid and the CHIP programs.
 9. The Grantee shall oversee that the subcontractor incorporates follow-up protocols as part of the referral process to track needed treatment.
- B. The Grantee shall provide fluoride varnishes, tablets, and drops to children ages 0-16 when appropriate in a clinic setting in York City to reduce the incidence of early dental caries.
1. The Grantee, through a subcontractor shall provide varnish supplies to the subcontractor to offer fluoride varnish to reach at least 500 children between ages 1-5. The varnish supplies shall be used in the "Floss, Brush, Smile" set of services offered in schools and early learning centers. Approximately 200 students will receive this program.
 2. The Grantee shall distribute educational information, dental hygiene supplies and educational materials to students and parents.

III. TIMELINES

The Grantee shall complete the specific tasks between July 1, 2018 and June 30, 2019.

IV. REPORTING REQUIREMENTS

- A. The Grantee shall submit a Mid-Term Report to the Department covering the activity for the first half of the grant period, July 1, 2018 to Dec. 31, 2018. The report is due within 30 calendar days, or by Jan. 30, 2019. To assure timely submission, the report must be submitted to the proper and complete address for the appropriate office within the Department. (State Public Health Dentist, Pennsylvania Department of Health, Bureau of Health Promotion and Risk Reduction, Room 1008, Health and Welfare Building, 625 Forster Street, Harrisburg, Pennsylvania 17120-0701). The Grantee shall keep records related to this Grant for a period of at least five years after completion of this Grant.

| <u>Reporting Period</u> | <u>Report Due Date</u> |
|-------------------------------|------------------------|
| July 1, 2018 to Dec. 31, 2019 | Jan. 30, 2019 |

- B. Within 25 business days of the end of the Grant period, the Grantee shall submit a final written report to the Department that summarizes all of the above activity conducted during the entire Grant period. To assure timely submission, the report must be submitted to the proper and complete address for the appropriate office within the Department. (State Public Health Dentist, Pennsylvania Department of Health, Bureau of Health Promotion and Risk Reduction, Room 1008, Health and Welfare Building, 625 Forster Street, Harrisburg, Pennsylvania 17120-0701). The Grantee shall keep records related to this Grant for a period of at least five years after completion of this Grant.

| <u>Reporting Period</u> | <u>Report Due Date</u> |
|-------------------------------|------------------------|
| July 1, 2018 to June 30, 2019 | Aug. 5, 2019 |

- C. The Grantee shall provide a detailed narrative as part of both the Mid-Term Report and the Final Report, and address the implementation of the school-based dental sealant program and the progress of the dental varnish program.

V. EVALUATION COMPONENT

- A. The Grantee shall evaluate the program to assess its effectiveness.
- B. The Grantee shall report the following performance indicators:
1. Number of schools participating in the sealant program;
 2. Number of students contacted and offered participation in the sealant program (positive consent) at each school;
 3. Number of students screened;
 4. Number of students receiving sealants (% of eligible students);
 5. The number of sealants placed;
 6. Number of students receiving referrals for treatment
 7. Number of students who have completed treatment based upon referrals
 8. Number of children receiving fluoride varnish applications, both in the subcontractor's clinic setting and through the Floss, Brush, Smile program.
 9. Number of dental hygiene bags provided to students and parents.
 10. Number of students receiving preventive education.
- C. The Grantee shall report the following performance measures and benchmarks:

| <u>Performance Measures</u> | <u>Benchmark</u> |
|-----------------------------|------------------|
|-----------------------------|------------------|

1. Families receiving consent forms of eligible families 95%
 2. Eligible students receiving sealants 35%
 3. Students referred for treatment for needed dental care 100%
 4. Varnish application on eligible health bureau and subcontractor clients 35%
- D. The Grantee shall also address the following items in its evaluation report:
1. A discussion of any necessary changes in program protocols;
 2. A discussion of the barriers addressed in the program.
- E. The Grantee shall submit a separate evaluation report to the Department by Aug. 15, 2019, which addresses the specific measures as presented above.

SAP # 4100079696

Appendix B**PAYMENT PROVISIONS**

The Department agrees to pay the Contractor for services rendered pursuant to this Contract as follows:

- A. Subject to the availability of state and Federal funds and the other terms and conditions of this Contract, the Department will reimburse Contractor in accordance with Appendix C, and any subsequent amendments thereto, for the costs incurred in providing the services described in this Contract.
- B. This Contract may span several state fiscal periods; therefore, the Department is obligated to pay no more than the dollar amounts for each state fiscal year (SFY), for the periods of time indicated on the Budget, Appendix C. This shall not prohibit the Department from exercising its discretion to move funds unspent at the end of the SFY from one SFY to another to pay for services provided with separate written Department approval and in accordance with this Contract.
- C. Payment to the Contractor shall be made in accordance with the Budget set forth in Appendix C, and any subsequent amendments thereto, as follows:
 1. The Department shall have the right to disapprove any expenditure made by the Contractor that is not in accordance with the terms of this Contract and adjust any payment to the Contractor accordingly.
 2. Payments will be made monthly upon submission of an itemized invoice for services rendered pursuant to this Contract using the invoice format in Attachment 1 to this Appendix.
 3. An original invoice shall be sent by the Contractor directly to the address as listed in Attachment 1 to this Appendix. Documentation supporting that expenditures were made in accordance with the Contract Budget shall be sent by the Contractor to the Department's Project Officer.
 4. The Contractor has the option to reallocate funds between and within budget categories (Budget Revision), subject to the following criteria:
 - a. General Conditions for Budget Revisions
 - i. *Budget Revisions At or Exceeding 20%.*
 - A. The Contractor shall not reallocate funds between budget categories in an amount at or exceeding 20% of the total amount of the Contract per budget year as set forth in Appendix C Budget, and any subsequent amendments thereto, without prior written approval of the Department's Project Officer.
 - B. The Contractor shall request prior written approval from the Department's Project Officer when the cumulative total of all prior Budget revisions in the budget year is 20% or greater of the total amount of the Contract per budget year.
 - C. Reallocations at or exceeding 20% of the total amount of the Contract per budget year may not occur more than once per budget year unless the Department's Project Officer finds that there is good cause for approving one additional request. The Project Officer's determination of good cause shall be final.
 - ii. *Budget Revisions Under 20%.* The Contractor shall notify the Department's Project Officer of any Budget Revision under 20% of the total amount of the Contract per budget year in writing, but need not request Department approval, except as provided for in Paragraph 4(a)(i)(B) above.
 - iii. The Contractor shall obtain written approval from the Department's Project Officer prior to

reallocating funding into a previously unfunded budget category or prior to eliminating all funding from an existing budget category, regardless of the percentage amount.

- iv. The Contractor shall provide the Department's Project Officer with notice or make a request for approval prior to the submission of the next invoice based on these changes.
 - v. At no time can Administrative/Indirect cost rates be increased via a Budget Revision.
- b. Budget Revisions Relating to Personnel
- i. Any change to funds in the Personnel Category requires the approval of the Department's Project Officer, and any such change at 20% or over as set forth in Paragraph 4(a) shall be counted as one Budget Revision under that paragraph.
 - ii. The Contractor may not reallocate funds to, or move funds within, the Personnel Services Category of the Budget (Appendix C), and any subsequent amendments thereto, to increase staff personnel or fringe benefit line items unless one of the following circumstances apply:
 - A. The Contractor is subject to a collective bargaining agreement or other union agreement and, during the term of this Contract, salaries, hourly wages, or fringe benefits under this Contract are increased because of a renegotiation of that collective bargaining agreement or other union agreement. The Contractor shall submit to the Department's Project Officer written documentation of the new collective bargaining or other union agreement, which necessitates such reallocation.
 - B. The Contractor is unable to fill a position that is vacant or becomes vacant at or after the effective date of this Contract. The Contractor shall submit to the Department's Project Officer written justification for the request to increase rates and reallocation of funds in connection with filling such a position in sufficient detail for the Department to evaluate the impact of that reallocation on the performance of the work of the Contract, as well as the Contractor's inability to fill the position at the existing rates. Justification may include, for example, documentation of salaries for the same or similar positions in the same geographic area. No increase relating to a position may exceed 10% of the original rate.
 - C. The Contractor is unable to perform the work of the Contract with the existing positions, titles or classifications of staff. The Contractor may add or change a position, title or classification in order to perform work that is already required. The Contractor shall submit to the Department's Project Officer for his or her approval written justification for the request to increase rates and reallocation of funds in connection with changing or adding a position, title or classification, in sufficient detail for the Department to evaluate the impact of that reallocation on the performance of the work of the contract, as well as the Contractor's inability to fill current position. Justification may include, for example, documentation of salaries for the same or similar positions in the same geographic area. No increase relating to an addition or change may exceed 10% of the rate for the original position.
 - iii. The Department's determination regarding the validity of any justification is final.
 - iv. All increases are subject to the availability of funds awarded under this Contract. The Commonwealth is not obligated to increase the amount of award.
 - v. This paragraph is not intended to restrict any employee from receiving an increase in salary based on the employer's fee schedule for the job classification.
5. Unless otherwise specified elsewhere in this Contract, the following shall apply. Contractor shall submit monthly invoices within 30 days from the last day of the month within which the work is performed. The final invoice shall be submitted within 45 days of the Contract's termination date. The Department will neither honor nor be liable for invoices not submitted in compliance with the time requirements in this paragraph unless the Department agrees to an extension of these requirements in writing. The

Contractor shall be reimbursed only for services acceptable to the Department.

6. The Department, at its option, may withhold the last 20 percent of reimbursement due under this Contract, until the Project Officer has determined that all work and services required under this Contract have been performed or delivered in a manner acceptable to the Department.
7. The Commonwealth will make payments through the Automated Clearing House (ACH) Network. The Pennsylvania Electronic Payment Program (PEPP) establishes the Automated Clearing House Network as the preferred method of payment in lieu of issuing checks. The PEPP enrollment form may be obtained at: www.vendorregistration.state.pa.us/cvmu/paper/Forms/ACH-EFTenrollmentform.pdf and can be completed online, as applicable.
 - a. Within 10 days of award of the Contract or Purchase Order, the Contractor must submit or must have submitted its ACH information within its user profile in the Commonwealth's procurement system (SRM). At the time of submitting ACH information, the Contractor will also be able to enroll to receive remittances via electronic addenda. Within 10 days of award of the Grant Agreement, the Contractor must submit or must have already submitted its ACH information and electronic addenda information, if desired, to the Commonwealth's Payable Service Center, Vendor Data Management Unit at 717-214-0140 (FAX) or by mail to the Office of Comptroller Operations, Bureau of Payable Services, Payable Service Center, Vendor Data Management Unit, 555 Walnut Street – 9th Floor, Harrisburg, PA 17101.
 - b. The Contractor must submit a unique invoice number with each invoice submitted. The unique invoice number will be listed on the Commonwealth of Pennsylvania's ACH remittance advice to enable the Contractor to properly apply the state agency's payment to the invoice submitted.
 - c. It is the responsibility of the Contractor to ensure that the ACH information contained in SRM (for Contracts or Purchase Orders) or in the Commonwealth's Central Vendor Master File (for Grant Agreements) is accurate and complete. Failure to maintain accurate and complete information may result in delays in payments.
 - d. In the event this language conflicts with language contained elsewhere in this agreement, the language contained herein shall control.

Department of Health

Division of Health Risk Reduction

Revised 5/12

INVOICE

67RISKRDDV

PO Box 69183

Harrisburg, PA 17106

| Payee Name and Address York City Bureau of Health PO Box 509 York, PA 17405-0509 | | | Date | | | |
|--------------------------------------------------------------------------------------------------|----------------------|-----------------------------------------------|-------------------------------------------|------------------------------------------|-------------------------------------------------------|---------------------------------------------------|
| | | | Current Billing Period | | | |
| SAP Vendor Number 138884-010 | | | Invoice Number | | | |
| Telephone Number (717) 849-2299 | | | SAP Document Number 4100079696 | | | |
| Category | Budget Amount | Expenditures to Date for Prior Periods | Balance to Date from Prior Periods | Invoice Amount for Current Period | Cumulative Expenditures through Current Period | Action Amount (Tolerance Exceeded) (1) |
| I. Personnel Services | | | 0.00 | | 0.00 | 0.00 |
| II. Consultant Services | | | 0.00 | | 0.00 | 0.00 |
| III. Subcontract Services | | | 0.00 | | 0.00 | 0.00 |
| IV. Patient Services | | | 0.00 | | 0.00 | 0.00 |
| V. Equipment | | | 0.00 | | 0.00 | 0.00 |
| VI. Supplies | | | 0.00 | | 0.00 | 0.00 |
| VII. Travel | | | 0.00 | | 0.00 | 0.00 |
| VIII. Other Costs | | | 0.00 | | 0.00 | 0.00 |
| Total | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Contractor's Authorized Signature_____
Date

(1) The Action Amount is the amount at which action is required, either a budget revision or written approval. Please refer to the payment provisions within the contractual document for allowability of reallocating funds between budget categories.

**Appendix C
BUDGET SUMMARY**

**York City Bureau of Health
SAP # 4100079696
July 1, 2018 - June 30, 2019**

| CATEGORIES | Original Budget | Amendment Type & Number | Total Budget |
|----------------------------------|-----------------|----------------------------|--------------|
| I. PERSONNEL SERVICES | 16,382.91 | - | 16,382.91 |
| II. CONSULTANT SERVICES | - | - | - |
| III. SUBCONTRACT SERVICES | 18,092.29 | - | 18,092.29 |
| IV. PATIENT SERVICES | - | - | - |
| V. EQUIPMENT | - | - | - |
| VI. SUPPLIES | 3,832.00 | - | 3,832.00 |
| VII. TRAVEL | 203.68 | - | 203.68 |
| VIII. OTHER COSTS | 7,819.12 | - | 7,819.12 |
| TOTAL | 46,330.00 | - | 46,330.00 |

Appendix C
York City Bureau of Health
SAP # 4100079696
July 1, 2018 - June 30, 2019

| Categories | Original Budget | Amendment Type & Number | Total Budget |
|------------|-----------------|-------------------------|--------------|
|------------|-----------------|-------------------------|--------------|

I. PERSONNEL SERVICES

| A. Staff Personnel | Hourly Rate | Number of Hours | Original Budget | Amendment Type & Number | Total Budget |
|-------------------------------------------|-------------|-----------------|------------------|-------------------------|------------------|
| Community Health Nurse | 26.89 | 208.00 | 5,593.12 | | 5,593.12 |
| Community Health Nurse (1/1/19 - 6/30/19) | 27.43 | 208.00 | 5,705.44 | | 5,705.44 |
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| Sub-Total | | | 11,298.56 | - | 11,298.56 |

Appendix C
York City Bureau of Health
SAP # 4100079696
July 1, 2018 - June 30, 2019

| Categories | Original Budget | Amendment Type & Number | Total Budget |
|------------|-----------------|----------------------------|--------------|
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II. CONSULTANT SERVICES

| Consultants | Hourly Rate | Number of Hours | | | |
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III. SUBCONTRACT SERVICES

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| School-Based Dental Services | 11,762.29 | | 11,762.29 |
| Fluoride Varnish Services | 6,330.00 | | 6,330.00 |
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| Total | 18,092.29 | - | 18,092.29 |

Appendix C
York City Bureau of Health
SAP # 4100079696
July 1, 2018 - June 30, 2019

| Categories | Original Budget | Amendment Type & Number | Total Budget |
|-----------------------------|-----------------|----------------------------|--------------|
| IV. PATIENT SERVICES | | | |
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| V. EQUIPMENT | | | |
|---------------------|-----------------|------------------|---|
| | <u>Quantity</u> | <u>Unit Cost</u> | |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
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| | | | - |
| Total | - | - | - |

| | | | |
|----------------------------------------------------------------|----------|---|----------|
| VI. SUPPLIES | | | |
| Office Supplies (includes IS and Central Services Allocations) | 2,332.00 | | 2,332.00 |
| Program Educational Materials | 500.00 | | 500.00 |
| Dental Hygiene Supplies | 1,000.00 | | 1,000.00 |
| | | | - |
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| | | | - |
| | | | - |
| | | | - |
| | | | - |
| Total | 3,832.00 | - | 3,832.00 |

Appendix C
York City Bureau of Health
SAP # 4100079696
July 1, 2018 - June 30, 2019

| Categories | Original Budget | Amendment Type & Number | Total Budget |
|--------------------|-----------------|----------------------------|--------------|
| VII. TRAVEL | | | |
| Mileage | 203.68 | | 203.68 |
| | | | - |
| | | | - |
| | | | - |
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| | | | - |
| Total | 203.68 | - | 203.68 |

| | | | |
|-------------------------------------------------------------------------------------------------------------------------|----------|---|----------|
| VIII. OTHER COSTS | | | |
| Office Expenses (copier/postage) | 307.30 | | 307.30 |
| Printing of program materials | 300.00 | | 300.00 |
| Rent | 3,000.00 | | 3,000.00 |
| Indirect costs- up to 10% of total costs minus indirect costs. (includes Business Administration and HR Allocations) | 4,211.82 | | 4,211.82 |
| | | | - |
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| | | | - |
| Total | 7,819.12 | - | 7,819.12 |

| | | | |
|--------------|-----------|---|-----------|
| TOTAL | 46,330.00 | - | 46,330.00 |
|--------------|-----------|---|-----------|

SAP # 4100079696

Appendix D

PROGRAM SPECIFIC PROVISIONS**I. NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE**

The following language replaces Paragraph 35 of the Standard General Terms and Conditions (Rev. 2/15) in its entirety:

The Grantee agrees:

- A. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the Grant Agreement or any subgrant Agreement, Contract, or subcontract, the Grantee, a subgrantee, a Contractor, a subcontractor, or any person acting on behalf of the Grantee shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the *Pennsylvania Human Relations Act* (PHRA) and applicable Federal laws, against any citizen of this Commonwealth who is qualified and available to perform the work to which the employment relates.
- B. The Grantee, any subgrantee, Contractor or any subcontractor or any person on their behalf shall not in any manner discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable Federal laws, against or intimidate any of its employees.
- C. The Grantee, any subgrantee, Contractor or any subcontractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well-lighted places customarily frequented by employees and at or near where the Grant services are performed shall satisfy this requirement for employees with an established work site.
- D. The Grantee, any subgrantee, Contractor or any subcontractor shall not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the PHRA and applicable Federal laws, against any subgrantee, Contractor, subcontractor or supplier who is qualified to perform the work to which the Grant relates.
- E. The Grantee and each subgrantee, Contractor and subcontractor represents that it is presently in compliance with and will maintain compliance with all applicable Federal, state, and local laws and regulations relating to nondiscrimination and sexual harassment. The Grantee and each subgrantee, Contractor and subcontractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to *Title VII of the Civil Rights Act of 1964*, as amended, that have 100 or more employees and employers that have Federal government Contracts of first-tier subcontracts and have 50 or more employees. The Grantee, any subgrantee, any Contractor or any subcontractor shall, upon request and within the time periods requested by the Commonwealth, furnish all necessary employment documents and records, including EEO-1 reports, and permit access to their books, records, and accounts by the granting agency and the Bureau of Diversity, Inclusion and Small Business Opportunities for purpose of ascertaining compliance with the provisions of this Nondiscrimination/Sexual Harassment Clause.
- F. The Grantee, any subgrantee, Contractor or any subcontractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every subgrant Agreement, Contract or subcontract so that those provisions applicable to subgrantees, Contractors or subcontractors will be binding upon each subgrantee, Contractor or subcontractor.

- G. The Granter's and each subgrantee's, Contractor's and subcontractor's obligations pursuant to these provisions are ongoing from and after the effective date of the Grant Agreement through the termination date thereof. Accordingly, the Grantee and each subgrantee, Contractor and subcontractor shall have an obligation to inform the Commonwealth if, at any time during the term of the Grant Agreement, it becomes aware of any actions or occurrences that would result in violation of these provisions.
- H. The Commonwealth may cancel or terminate the Grant Agreement and all money due or to become due under the Grant Agreement may be forfeited for a violation of the terms and conditions of this Nondiscrimination/Sexual Harassment Clause. In addition, the granting agency may proceed with debarment or suspension and may place the Grantee, subgrantee, Contractor, or subcontractor in the Contractor Responsibility File.

II. ADDITIONAL PROVISIONS RELATING TO NONDISCRIMINATION/SEXUAL HARASSMENT

The following language replaces Paragraph 36 of the Standard General Terms and Conditions (Rev. 2/15) in its entirety:

- A. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the Contract or any subcontract, the Contractor each subcontractor, or any person acting on behalf of the Contractor or subcontractor shall not, by reason of religion, age, gender, sexual orientation, gender identity or expression, handicap or national origin discriminate against any citizen of this commonwealth who is qualified and available to perform the work to which the employment relates.
- B. Neither the Contractor nor any subcontractor or any person on their behalf shall in any manner discriminate against or intimidate any of its employees on account of religion, age, gender, sexual orientation, gender identity or expression, handicap or national origin.
- C. The Grantee, any subgrantee, Contractor or any subcontractor shall not discriminate by reason of religion, age, gender, sexual orientation, gender identity or expression, handicap or national origin against any subgrantee, contractor, subcontractor or supplier who is qualified to perform the work to which the contracts relates.
- D. The Contractor and any subcontractors shall ensure that any services or benefits available to the public or other third parties by way of this Contract shall not be denied or restricted for such persons due to race, creed, color, religion, gender, sexual orientation, gender identity or expression, age, handicap, or national origin (national origin protections include persons who are limited English proficient) consistent with the provisions of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act and The Age Discrimination Act of 1975 as well as applicable provisions of the Omnibus Reconciliation Act of 1981.
- E. The Contractor and each subcontractor shall furnish all necessary employment documents and records to and permit access to its books, records, and accounts by the contracting officer and the Department of General Services' Bureau of Diversity, Inclusion and Small Business Opportunities for purposes of investigation to ascertain compliance with the provisions of this Additional Provisions relating to Nondiscrimination/Sexual Harassment Clause. If the Contractor or any subcontractor does not possess documents or records reflecting the necessary information requested, it shall furnish such information on reporting forms supplied by the contracting officer or the Bureau of Diversity, Inclusion and Small Business Opportunities.