



City of Mission Viejo
Community Development Block Grant (CDBG)
Program Year 2018-2019
Public Service Grant Application

A. GENERAL INFORMATION

1. Name of Proposed Program: Indigent Primary Healthcare
2. Full Legal Name of Applicant Organization: Camino Health Center
3. Application Contact Person: Andrew Niiro
4. Phone: 949-240-2030 x213 Fax: 949-429-7627
5. Mailing Address: 30300 Camino Capistrano, San Juan Capistrano, CA 92675
6. E-Mail: aniiro@caminohc.org
7. Location Where Services Will Be Provided: 30300 Camino Capistrano, San Juan Capistrano, CA 92675
8. Official Authorized to Sign Contract: Debra L. Drew
9. Federal Tax I.D. #: 33-0574214 DUNS Number: 956164297
10. Provide a CD-ROM or USB drive with a copy of the following documents:
 - Proof of Tax Exempt status
 - Articles of Incorporation & By-Laws
 - Most recent 990 tax return filed with the IRS
 - Most recent audit or A-133 Single Audit if applicable (remove password protection)
 - Existing or proposed program applicant/participant registration or intake form

**E-MAIL MS-WORD VERSION OF THIS FORM TO MLINARES@CITYOFMISSIONVIEJO.ORG &
MAIL PAPER COPY OF COMPLETE APPLICATION & CD-ROM/USB TO:**

CITY OF MISSION VIEJO
COMMUNITY DEVELOPMENT DEPT.
200 CIVIC CENTER
MISSION VIEJO, CA 92691
Attention: Mike Linares

APPLICATION IS DUE 3 PM DECEMBER 19, 2017

B. PROGRAM INFORMATION

1. This request is for a New or Existing program. **If it is an existing program**, how will services be expanded in the City? (Be as specific; attach additional pages if necessary.)

Since 1982, Camino Health Center has been dedicated to improving the health status of the underserved in south Orange County by providing affordable, quality, primary healthcare and has continuously worked to increase access to care for this vulnerable population. In November 2015, Camino opened a second site in the city of San Clemente and later, in 2016, opened its third site in Lake Forest helping to further increase access to care. All three health centers provide the same services allowing patients to receive care at the site that best meets their geographical needs. Although Camino does not have a physical site in Mission Viejo, it has, per data from the UDS Mapper, continued to serve as the dominant health center for the 92691 and 92692 zip codes. Funding received through the City of Mission Viejo Community Development Block Grant Program will help support the costs of providing primary medical, behavioral health, and dental services to low-income Mission Viejo residents.

2. Have you previously received funding from the City of Mission Viejo CDBG Program? Yes No . If yes, identify the year(s), amount(s), and program(s) funded. In the 2nd table below, provide the year(s), name of agencies, program name and amount of CDBG funding received from communities other than Mission Viejo.

Previous MV Funding Information (last 5 years)

Year	MV CDBG Amount	Program Name
FY18	\$12,170.00	Indigent Primary Healthcare
FY17	\$11,940.00	Indigent Primary Healthcare
FY16	\$11,325.00	Indigent Primary Healthcare
FY15	\$5,340.00	Indigent Primary Healthcare
FY14	\$5,210.00	Indigent Primary Healthcare

Previous Non-MV Funding Information (last 3 years)

Year	Agency	Program Name	Grant Amount
FY16-18	City of Laguna Niguel	Indigent Primary Healthcare	\$15,712.00
FY16-18	City of Lake Forest	Indigent Primary Healthcare	\$38,160.00
FY16-18	City of San Clemente	Indigent Primary Healthcare	\$52,200.00

3. Is your agency based in the City of Mission Viejo? Yes No

5. Funding is requested under which category? **(Limit one)**

- | | |
|---|---|
| <input type="checkbox"/> Elderly/Frail Elderly Services | <input type="checkbox"/> Youth Services |
| <input type="checkbox"/> Physically/Developmentally Disabled Adults | <input type="checkbox"/> Crime Awareness |
| <input type="checkbox"/> HIV/AIDS Services | <input type="checkbox"/> Homeless Services |
| <input type="checkbox"/> Fair Housing Services | <input type="checkbox"/> Substance Abuse Services |
| <input type="checkbox"/> Mental Illness Services | <input type="checkbox"/> Childcare Services |
| <input type="checkbox"/> Other Low/Mod Services (Specify) _____ | <input checked="" type="checkbox"/> Health Services |

6. Provide the following proposed program budget information:

FY 2018-2019 CDBG funds requested from Mission Viejo:	<u>\$15,000</u>
Total Program budget:	<u>\$\$808,755</u>
Total Agency budget:	<u>\$14,276,181</u>

7. Provide the following information regarding the number of **unduplicated** clients to be served by the proposed program between July 1, 2018 & June 30, 2019:

- Total number of unduplicated clients to be served by the proposed program **regardless of city of residence:** 15,680
- Of the number listed above in "a", what is the total number of unduplicated **Mission Viejo clients** to be served? 1,550
- Of the total Mission Viejo residents to be served listed above in "b", how **many will be assisted with CDBG funds?** 1,550

8. Can you provide documentation verifying the following:

- Program applicant/client household income? Yes No
- Program applicant/client race and ethnicity? Yes No

9. All CDBG-funded activities must meet a HUD Objective and Outcome.

Objectives: Select **one** HUD objective that best applies to the proposed program:

- Suitable Living Environment – The activity is designed to benefit community, families, or individuals by addressing issues in their living environment.
- Decent Housing – The activity is designed to cover a wide range of housing opportunities that meet an individual family or community need.
- Creating Economic Opportunities – The activity will generate economic development, commercial revitalization, or job creation.

Outcomes: Select **one** HUD outcome that best applies to the proposed program:

- Availability/Accessibility – The activity makes services, infrastructure, housing or shelter available/accessible to low and moderate-income persons, including individuals with disabilities.
- Affordability – The activity provides affordability in a variety of ways for low and moderate-income persons, including creation or maintenance of affordable housing, basic infrastructure hook-ups, or services.
- Sustainability (promoting livable & viable communities) – The activity aims to improve the community or neighborhoods, helps to make them livable or viable by providing benefits to low and moderate-income persons, or by removing/eliminating slums/blighted areas.

10. In any of the past three years has your agency expended more than \$750,000 in cumulative federal funds during one fiscal year? Yes No

If yes, did your agency prepare a Single Audit compliant with OMB Circular A-133? Yes No If yes, provide a copy of most recently completed Single Audit. If no, explain why a Single Audit was not prepared. _____

11. Please complete the budget proposal provided as **Attachment A** of this application.

12. **Narratives:** Please provide the following information. (**NOTE:** Your responses are limited to 1,000 characters per question. Narratives beyond this limit may be deleted during final production of your application for presentation to commissions and the City Council):
 - a) Identify the nature and extent of the community need to be addressed by the proposed program/service. Provide data that supports the unmet demand for the proposed service in Mission Viejo. Current data from the UDS Mapper indicates that around 80,976 low-income individuals reside in Camino Health Center's south Orange County service area which is comprised of 11 zip codes, including the Mission Viejo zip codes of 92691 and 92692. Approximately 13,827 of these low-income individuals currently reside within the city of Mission Viejo. During fiscal year 2017, Camino Health Center provided services to 1,562 unduplicated Mission Viejo residents. Additionally, approximately 659 patients were seen by other community health centers. This represents a penetration rate of approximately 16%. This means that almost one out of every six low income individuals in Mission Viejo are not receiving services at a community health center. The patients that did receive services from Camino, received them from one or more of Camino's departments including: medical, behavioral health, and dental. Mission Viejo patients accounted for 10% of Camino's total patient population in fiscal year 2017.

 - b) Describe the proposed program/service. Include information on how the program/service will address the specific community need. Specify activities to be undertaken, the average amount or length of service will be provided, and the expected outcome of the program/service: Camino Health Center provides comprehensive primary medical, behavioral health, and dental services to low-income, underserved, and uninsured residents residing in Mission Viejo. Services include acute care, chronic disease management, well-child exams, prenatal care, immunizations, laboratory, pharmaceuticals, behavioral health counseling, and general dental care. Camino utilizes a sliding fee scale, based on family size and household income, to determine an uninsured patient's share of cost and no patient is ever denied services for their inability to pay. This ensures that all patients receive the necessary services to address their medical, behavioral health, and dental needs to achieve a higher quality of life. By June 2019, Camino Health Center will provide 4,000 medical, behavioral health, and dental care visits to 1,550 unduplicated low-income Mission Viejo residents. In the first five months of fiscal year 2018, Camino has provided 1,761 visits to 968 unduplicated patients.

 - c) Describe your organization detailing professional qualifications to carry out the proposed program. List all appropriate credentials (if applicable) and related experience. Also discuss organization resources (e.g., facilities, materials, etc.) that are available to provide services. Camino Health Center has a dedicated team of experienced board-certified physicians, mid-level providers, behavioral health professionals, dentists, nurses, and dietitians. The majority of Camino's staff is bilingual/bicultural which aids in ensuring effective patient communication and reducing cultural barriers to care. Camino contracts with a pediatric dental specialist who provides higher level restorative treatment to the health center's pediatric dental population. In addition, Camino has a dedicated base of ten volunteers who provide specialty care in obstetrics, gynecology, neurology, pulmonology, nephrology, and psychiatry. As of July 2016, Camino Health Center now provides healthcare services at three different sites located in the cities of Lake Forest, San Clemente, and San Juan Capistrano. Furthermore, beginning January 2017, Camino Health Center welcomed a pediatrician to its medical staff. This new addition will help increase services to Camino's pediatric population.

- d) Describe the organization's capacity to implement the program and meet projected service goals, and experience administering CDBG funds. For the past 35 years, Camino has worked towards increasing access to care for the most vulnerable in our communities by providing primary medical, behavioral health, dental, and WIC services to thousands of patients. Most recently, Camino opened two additional fixed sites in the cities of San Clemente and Lake Forest. Presently, the San Clemente site is operating on a part-time basis. The Lake Forest site recently became fully licensed and provides care 40+ hours a week. As with the San Juan Capistrano site, these new sites also provide the same core services and have helped expand access to care throughout Camino's south Orange County service area. Furthermore, in January 2016, Camino expanded its dental program to include all adult patients. The program director is responsible for coordinating the implementation of grant funded programs and the program coordinator is responsible for completing all reports and invoices.
- e) Provide specific information on how CDBG funds awarded to the program will be spent (e.g., program staff, office supplies, food costs)? Also include information regarding the percentage of agency resources utilized for fundraising and agency management. Mission Viejo Community Block Grant funds will be used to cover a portion of Camino Health Center's rent expenses associated with the San Juan Capistrano health center.

C. CERTIFICATION

1. I hereby certify that, if funds are granted from the City of Mission Viejo to our organization, they will be used to only benefit lower income residents of Mission Viejo. We understand that funding is provided on a reimbursable basis only, that proof of liability insurance will be required, and that our formal agreement with the City will define other reporting and programmatic requirements.
2. No federal appropriated funds have been paid or will be paid, by or on behalf of the grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
3. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

Name: Debra L. Drew

Title: Chief Executive Officer

Signature: ORIGINAL SIGNATURE ON FILE Date: 12/18/17

**CDBG PUBLIC SERVICES AND GRANTS APPLICATION
ATTACHMENT A**

Proposed Budget

Organization: Camino Health Center

Program: Indigent Primary Healthcare

EXPENDITURES

CATEGORY	MISSION VIEJO CDBG FUNDS	OTHER SOURCES (Specify Amount)	TOTAL BUDGET
Administration Salaries & Benefits		\$96,575.00	\$96,575.00
Program Salaries & Benefits		\$646,307.00	\$646,307.00
Program Supplies			
Facilities (Specify)	\$15,000.00	\$49,209.00	\$64,209.00
Communications			
Insurance			
Utilities			
Professional Services (Specify)			
Other (Please specify) Professional Fees/Service		\$1,664.00	
Other (Please specify)			
Other (Please specify)			
TOTAL	\$15,000.00	\$793,755.00	\$808,755.00

REVENUES

Source (Specify)	OTHER SOURCES (Specify Amount)	Is Source Secured via Contract?
Source: Blue Shield Foundation	\$2,100.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Source: County of Orange	\$34,672.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Source: HRSA	\$129,738.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Source: Mission Hospital	\$160,000.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Source: Patient Revenues	\$425,745.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
TOTAL	\$752,255.00	

CDBG Funded Personnel - **ONLY** list personnel that will be paid with CDBG funds requested as part of the 2018-2019 Program Budget.

Not applicable

AGENCY ADMINISTRATION

POSITION TITLE	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL COMPENSATION	CDBG FUNDS REQUESTED	% OF TIME POSITION IS DEDICATED TO MV CDBG ACTIVITY
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%

PROPOSED PROGRAM STAFF

POSITION TITLE	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL COMPENSATION	CDBG FUNDS REQUESTED	% OF TIME POSITION IS DEDICATED TO MV CDBG ACTIVITY
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%

PROPOSED PROGRAM CONTRACT STAFF

POSITION TITLE	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL COMPENSATION	CDBG FUNDS REQUESTED	% OF TIME POSITION IS DEDICATED TO MV CDBG ACTIVITY
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%
	\$	\$	\$	\$	%