



Lindsey Manfrin
Yamhill County Health and Human Services
627 NE Evans St
McMinnville, OR 97128

CC: Jacqui Cooke
McMinnville SBHC (Sunrise Family Clinic)
320 SE Baker St.,
McMinnville, OR 97128

Dear Lindsey,

Congratulations! This letter is to inform Yamhill County that Sunrise Family Clinic has been chosen by the Oregon Health Authority Public Health Division (OHA-PHD) for a grant award through the COVID-19 School-Based Health and Recovery Funding Opportunity. Upon response from your organization with confirmation that this letter was received (**See Next Steps**), OHA will award you in the amount of **\$150,000** based on your proposal. This letter outlines the activities, deliverables, and support for implementation of these funds.

Activities

The Funds provided under this opportunity for COVID-19 School Based Services must only be used to support the activities below:

Address the increased mental health and outreach and engagement need resulting from COVID-19 pandemic and increase staff capacity at McMinnville SBHC to prevent COVID-19 related professional burnout and turnover.

- 1) Hire 0.8 FTE new coordinator to perform outreach, act as school and family liaison, and work with student advisory committee.
- 2) Increase hours of RN by 0.4 FTE.
- 3) Hire two .25 FTE student interns, one to support outreach and youth advisory and one to support RN and current medical staff. For interns, provide professional development opportunities. Preference will be given to students from communities experiencing health inequities.
- 4) Support current staff (behavioral and medical) with retention bonuses
- 5) Provide a hiring bonus for an open behavioral health counseling position
- 6) Increase bilingual staff capacity in one or all of the positions above.

Deliverables and Recipient Responsibilities

As a condition of receipt of these funds, the recipient is required to complete the following deliverables:

- Hire or increase FTE/personnel requested and provide retention/hiring bonuses by **April 30, 2022**.

B.O. 21-489

- Submit semi-annual narrative reports on grant activities through methods acceptable to OHA-PHD and in accordance with the Reporting Schedule below. OHA-PHD will provide a reporting template and guidance prior to report deadlines. Reporting schedule:
 - o Initial grant implementation report. Due Date: **September 30th, 2022**
 - o School Year 2022-2023 mid-year report. Due Date: **January 31st, 2023**
 - o School Year 2022-2023 end-of-year report. Due Date: **May 31st, 2023**
- The recipient must participate in monthly check-in meetings (via phone or email) with OHA Adolescent and School Health Program staff.

Payment

OHA-PHD will submit a budget note and amend the contracts under Program Element 44 in the January cycle of amendments. Grant funds awarded may be carried over from FY22 to FY23 within the biennium. However, all grant funds must be spent by June 30, 2023. As a reminder, this is a one-time federal grant.

Support

The SBHC State Program Office and Adolescent and School Health Unit will provide grantees with technical assistance and support throughout the grant cycle through monthly check-ins and other engagement opportunities. Staff will look to minimize reporting burden with simple and short reporting templates. You can contact Wes Rivers (wesley.r.rivers@state.or.us or 971-284-9023) with any questions related to the implementation of the grant funds.

Next Steps

We ask that you please respond to this notice acknowledging acceptance of the funds and the deliverables and responsibilities outlined herein by Thursday 12/16/2021 COB. Upon acceptance, OHA-PHD will begin the contract/grant amendment process.

We look forward to working with you on this opportunity and please do not hesitate to reach out to us with questions.



Wes Rivers

School-Based Health Recovery Strategist

Public Health Division

Oregon Health Authority

Accepted by Yamhill County
Board of Commissioners on
12/14/21 by Board Order
21-489