



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: February 2, 2021

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Johns Hopkins University

***Project Title/Description:**

Enhancing Women, Infants and Children (WIC) Services: Utilizing Innovation Technology to Maximize Participation and Retention

***Purpose:**

This grant award through the Hopkins Participant Research Innovation Laboratory (HPRIL) will allow WIC to develop and implement WICBuzz. WICBuzz is an innovating drip marketing text message campaign that will send culturally appropriate messaging to families on a monthly basis. The messages will provide families with resources and tips for improving their nutrition, resulting in increased utilization of eligible benefits, and timely recertification.

Johns Hopkins University extended the grant to June 30, 2021 via e-mail. There is no amendment to process. However, because the term has changed from what was approved by the BOS, we are processing this change through the BOS for approval.

***Procurement Method:**

This Grant Agreement is a non-Procurement Agreement and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

Through its participation in HPRIL, the goal of PCHD WIC is to design and test an innovative and replicable interactive tool, WICBuzz, to improve WIC program retention of children ages 1-4. Additionally, PCHD WIC will document the planning strategies and activities of the tool development for use by WIC clinics and agencies beyond Pima County.

***Public Benefit:**

Currently in Pima County, 44% of eligible infants do not recertify in WIC after their first birthday and the annual recertification rates tend to decrease as WIC-eligible children age. This means that many WIC-eligible children are not receiving the full nutrition benefit of the program. The goal of WICBuzz is to add value to the WIC Program experience by sharing age and culturally appropriate messaging, including key messages about program requirements and benefits. Participants will be encouraged to maximize WIC food benefits for their children ages 1-5 and receive the full nutritional benefit of program participation.

***Metrics Available to Measure Performance:**

Completion of project work and evaluation plans, including detailed data analysis of food redemption and program retention rates before and after implementation of the WICBuzz tool. Completion of documentation of planning strategies and activities of the tool development for use by WIC clinics and agencies to replicate the tool, if proven successful.

***Retroactive:**

No.

G.M. Approved 1/13/21 *LS*
Revised 5/2020

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
 Expense Amount: \$* _____ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____
Contract is fully or partially funded with Federal Funds? Yes No
If Yes, is the Contract to a vendor or subrecipient? _____
Were insurance or indemnity clauses modified? Yes No
If Yes, attach Risk's approval.
Vendor is using a Social Security Number? Yes No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Commencement Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____
 Expense or Revenue Increase Decrease Amount This Amendment: \$ _____
Is there revenue included? Yes No If Yes \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: GTAM Department Code: HD Grant Number (i.e., 15-123): 21-69
Commencement Date: 3/1/2021 Termination Date: 6/30/2021 Amendment Number: 01
 Match Amount: \$ _____ Revenue Amount: \$ 0.00

***All Funding Source(s) required:** U.S. Department of Agriculture (USDA). This BOS AIR is for a no-cost extension - there is no funding added with this change.

***Match funding from General Fund?** Yes No If Yes \$ _____ % _____

***Match funding from other sources?** Yes No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

USDA funds via Johns Hopkins University

Contact: Sharon Grant
Department: Health Telephone: 724-7842
Department Director Signature/Date: [Signature] 01/05/21
Deputy County Administrator Signature/Date: [Signature] 11/11/21
County Administrator Signature/Date: [Signature] 7/11/21
(Required for Board Agenda/Addendum Items)

Sharon Grant

Subject: FW: HPRIL No Cost Extension Request

From: Dorothee Harmon <Dorothee.Harmon@pima.gov>
Sent: Friday, December 18, 2020 1:44 PM
To: Sharon Grant <Sharon.Grant@pima.gov>
Cc: Jennifer Chancay <Jennifer.Chancay@pima.gov>; Molly Hilber <Molly.Hilber@pima.gov>
Subject: RE: HPRIL No Cost Extension Request

It's not ideal, but if all the pass-through entity has provided is an email I think we still should follow our internal controls to process the grant extension. I confirmed with Laura that you can submit a BOSAIR with just the emailed confirmation.

From: Sharon Grant <Sharon.Grant@pima.gov>
Sent: Friday, December 18, 2020 1:33 PM
To: Dorothee Harmon <Dorothee.Harmon@pima.gov>
Cc: Jennifer Chancay <Jennifer.Chancay@pima.gov>; Molly Hilber <Molly.Hilber@pima.gov>
Subject: RE: HPRIL No Cost Extension Request

Thanks. So we can process a BOS AIR without the need for an amendment to go with it, correct?

Sharon Grant
Pima County Health Department
Grants & Contracts Manager
520-724-7842

From: Dorothee Harmon <Dorothee.Harmon@pima.gov>
Sent: Friday, December 18, 2020 1:27 PM
To: Sharon Grant <Sharon.Grant@pima.gov>
Cc: Jennifer Chancay <Jennifer.Chancay@pima.gov>; Molly Hilber <Molly.Hilber@pima.gov>
Subject: RE: HPRIL No Cost Extension Request

Hi, Sharon – thank you for checking on this. If we have a grant agreement with a start and end date there should be no expenditures against that grant after the end date without a grant amendment. We should create a GTAM and attach the email extending the grant period. I also recommend submitting a BOSAIR referencing the period extension & GTAM even though there isn't a formal amendment to sign. The Clerk of the Board has instructed us that any change to a grant agreement approved by the Board should be approved by the Board.

From: Sharon Grant <Sharon.Grant@pima.gov>
Sent: Friday, December 18, 2020 10:40 AM
To: Dorothee Harmon <Dorothee.Harmon@pima.gov>
Cc: Jennifer Chancay <Jennifer.Chancay@pima.gov>; Molly Hilber <Molly.Hilber@pima.gov>
Subject: FW: HPRIL No Cost Extension Request

Hi Dorothee,

I just want to make sure that this email approval is sufficient for GMI. Usually, for a grant term to be extended, there would be an amendment. In this case, the federal grant goes to JHU and we are a sub-recipient. So I would think that if an amendment were needed, JHU would have issued one and we are in the clear.

It's not that I think JHU will renege, just making sure the BOS doesn't have to approve the extension. Thanks.

Sharon Grant
Pima County Health Department
Grants & Contracts Manager
520-724-7842

From: Elisabet Eppes <eeppes1@jhmi.edu>
Sent: Wednesday, November 11, 2020 11:50 AM
To: Jennifer Chancay <Jennifer.Chancay@pima.gov>; Susan Gross <sgross3@jh.edu>; Laura Caulfield <lcaulfi1@jhu.edu>
Cc: Rebecca Potter <Rebecca.Potter@pima.gov>; Cynthia Pompa <Cynthia.Pompa@pima.gov>; Erica Smith <Erica.Smith@pima.gov>; Erin Wick <ecrotty1@jhu.edu>
Subject: RE: HPRIL No Cost Extension Request

Dear Jennifer,

Thank you for reaching out to us with this request. The HPRIL team has confirmed that your request is approved.

Elisabet

Elisabet Eppes, MPH

Pronouns: She/Her/Hers
Senior Research Program Manager, HPRIL
Johns Hopkins University
Bloomberg School of Public Health
Department of Population, Family and Reproductive Health
Eppes1@jhu.edu

From: Jennifer Chancay <Jennifer.Chancay@pima.gov>
Sent: Thursday, November 5, 2020 1:53 PM
To: Elisabet Eppes <eeppes1@jhmi.edu>; Susan Gross <sgross3@jh.edu>; Laura Caulfield <lcaulfi1@jhu.edu>
Cc: Rebecca Potter <Rebecca.Potter@pima.gov>; Cynthia Pompa <cynthia.pompa@pima.gov>; Erica Smith <Erica.Smith@pima.gov>
Subject: HPRIL No Cost Extension Request

Elisabet,

Due to delays at the beginning of the project period getting the WICBuzz intervention ready to launch as well as changes necessitated by the COVID19 pandemic, the Pima County WIC program would like to request a no-cost extension to the HPRIL grant. Currently, the WICBuzz intervention is scheduled to run through the end of February 2021 and the evaluation phase of the grant will begin in March 2021. **If funds allow, the program would like to continue with a no cost extension through June 30, 2021** while analyzing findings and completing grant deliverables.

Let me know if you have any questions or need any additional information from me.

Thank you,

Jennifer

Jennifer Chancay, MS, IBCLC
Program Manager
Community Nutrition Programs
Pima County Health Department
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Tucson, AZ 85714
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Mobile 520-247-4598