

POLICY NO. X- REQUESTS FOR PUBLIC FUNDS, COMMUNITY GRANTS AND SPONSORSHIPS

(Adopted 11/16/2017)

(Amended 3/21/19)

(Amended 2/6/20)

(Amended 11/17/2022)

(Amended 1/15/2026)

PROVIDING ASSISTANCE. Consistent with the law, the District may provide assistance to nonprofit and governmental organizations conduction health care programs, services, and activities at any location within the District for the benefit of the District and the people served by the District.

RANGE OF SERVICES. The community's health needs are served by a broad array of other health-related programs and initiatives. These include access to local physical and mental health services (with an emphasis on urgent care and after-hours services), local health and wellness programs, community-based clinics, health provider educational programs, and other programs and organizations that promote physical, emotional, and psychological well-being. Areas of consideration may include, but are not limited to, behavioral health, dental, rehabilitation, women's issues, children's needs, student scholarships in human health care related studies, senior programs, telehealth technology and community services.

PRIORITY ITEMS. While limited to the following the District has identified priority areas of concern to be addressed as follows:

1. Access to local physical and mental services (urgent care and after hours)
2. Early Assessment (developing tools to address physical and mental issues before the rise to the level of an illness)
3. Transportation (work with those already providing transportation to improve and increase those services throughout the District)
4. Workforce Development (provide expanded training to provide new personnel to service those in the District)
5. Access to drug and alcohol addiction treatment
6. Senior issues (loneliness being one specific area. Look to develop youth-senior connections)
7. Mental Health issues across the board need to be addressed
8. Nutrition/Food/Security

MEANS AND METHODS FOR IMPLEMENTING PRIORITY ITEMS. The District has also identified some of the preferred practices when providing funds for programs, projects, property:

1. Look for ways to expand both physical and mental health services that already exist by expanding access and hours of availability.
2. Look into creating joint powers arrangements with such entities.
3. Focus on building collaborative arrangement between organizations within the

- community that are focused on various healthcare needs.
4. Identify what is already working and seek to expand and enhance those things.
 5. Look to leverage resources by favoring projects, programs and services that have matching funds available.
 6. Work with the current transportation services within the District to expand and enhance those services.
 7. Use programs, projects, and services already in place to get out educational materials and training. Food distribution services is one place where this could be done.
 8. Look to develop a marketing budget to promote projects, programs and services that are being funded throughout the district. Expanding communication should be a priority.
 9. Efforts should be made to take the work of the District and have it help to build community. What can we do for ourselves within the District to enhance physical and mental health outcomes? Local empowerment is a key.

SEEKING APPROPRIATE APPLICANTS. The District shall seek applicants for grants and sponsorship. Information regarding the availability of grants and sponsorships along with the application process will be posted on the District's website and publicized appropriately so that eligible applicants may make timely applications. The final decision regarding grants and sponsorships shall be made by the District Board.

A. GRANT AND SPONSORSHIP REQUESTS:

1. Submittal and Review:

a. All Grant and Sponsorship requests must be submitted in writing on the Alta Community Grant and Sponsorship Form ("Application") and must be filled out in accordance with instructions provided. Completed Applications shall be returned to a member of the Board, the District Administrator, or the Clerk of the Board.

b. The District Administrator shall review the application for completeness and prepare a report reviewing the application against the Grant Criteria established by this Policy X and describing the fiscal impact on the District in the event the grant is awarded. The District Administrator may seek additional information from the requester in preparing the report. The report shall be presented to the Board at the next available regular Board Meeting.

c. When requesting Grant funding for health care related equipment, requesters should consider service contract pricing, warranty pricing, supplemental equipment pricing, training, and related expenses, etc. to arrive at the total estimated price. Copies of price quotes should be attached to the Application.

d. When requesting Sponsorship funding for health fairs, health education and training projects, etc. requesters should provide complete information about the event/project and how it relates directly to providing health-related services to people in this District.

e. All Applications shall include a statement of the applicant's collaboration in the District with other organizations providing related services, if any and sources of matching funds.

f. All Applications requesting \$10,000 or more will require a formal presentation to the Board in person by the Applicant.

g. All formal presentations shall be limited to no more than 10 minutes unless the Board votes to waive the time limit.

2. Approved Grants and Sponsorship Requests

a. The District Administrator shall notify the Applicant of the Grant or Sponsorship award and any terms or conditions of the Grant. The Board attorney or Chief Financial officer shall send an official written notice of Award of Grant or Sponsorship.

b. The funds will not be distributed until the Applicant has accepted the Grant or Sponsorship in writing including any terms or conditions of the Grant or Sponsorship.

c. If a Grant or Sponsorship shall be awarded beyond the current fiscal year, then funds covering the entire amount granted beyond the current fiscal year shall be reserved.

d. When appropriate the Grant or Sponsorship recipient and the District will work together to develop and distribute a press release.

B. ACCOUNTABILITY:

1. The Board may make post-award site visits to assess the appropriate use of the Grant award. Visits may be unannounced.

2. Applicants will be asked to make a brief 5-minute presentation to the Board, approximately 6 to 12 months after receiving the Grant award, to account for the appropriate intended use of the Grant.

3. Applicants shall provide the Board with a final accounting of grant awards at the completion of the purchase or program, and at least annually if the grant is for a multi-year period.

4. Applicants who do not effectively administer their Grant or Sponsorship funding as intended, may be asked to return unused funds, and may become ineligible to apply for future funding for a period of up to 2 years.

5. The California Attorney General shall be notified of all amounts paid out in Grants and Sponsorships.

C. ANNUAL GRANT SOLICITATION AND APPLICATION PERIOD

1. Establishment of Alta Community Health Grant Application Season. The District hereby establishes an annual Alta Community Health Grant Application Season, during which new grant applications will be solicited and considered for funding from funds designated for such purpose by the Board of Directors. The Grant Application Season, during which applications may be submitted for funding during the succeeding District fiscal year, shall be from February 15 of each year until April 30 of each year. Decisions on Grant Applications are intended to be made at the July Board of Directors meeting following the close of the Grant Application Season.

2. Grant Season Schedule. To the extent feasible, the following schedule will be adhered to:

February 15: Opening of the “Alta Community Health Grants Application Season”

- Administrative Staff will prepare public outreach material announcing the opening of the Grant Season and seek publication in various print and on-line media.
- Outreach material will include invitation for interested grant proposers to attend the March board meeting for the Grant Season Information Session.

March Board of Directors Meeting: Grants Season Information Session

- A portion of the March Board meeting would be dedicated to a staff presentation regarding the process for applying for District grants, describing the criteria that should be addressed by grant applicants in order to be successfully considered by the District, and answering any questions from grant applicants. All prior grant recipients to be included in the outreach material, so they are aware of the new grant season requirements.
- The Board could use this opportunity to highlight any specific program priorities for that year’s grants.

April 30: Close of Alta Community Health Grants Application Season

- Staff will assemble all grant applications and provide a first review of them and coordinate any additional information from the application that may be needed.
- Applications deemed complete by staff will be prepared for presentation at the May Board of Directors Meeting

May Board of Directors Meeting: Applicant Presentations

- Applicants invited to provide a maximum 10-minute overview presentation of their grant applications.
- Decisions on grant proposals are reserved for the July board meeting.
- Budget for succeeding fiscal year, including budget for grant awards, to be reviewed and adopted.

Mid-June: Grant Review Committee

- Ad hoc committee of two board members, to be appointed by Board Chair, to meet with Administrative Staff to prepare recommendations for grant awards, to be presented for full board consideration and potential approval at the July board meeting.

July Board of Directors Meeting: Grant Award Decisions

- Ad hoc committee recommendations presented and decisions made.

3. Emergency Grant Consideration. The intent of the District Board in establishing the Alta Community Health Grant Application Season is to prioritize funding from with the funds avail for each fiscal year. In furtherance of this intent, the District will make the majority of the funding available to fund grants applications received during the Season. However, the District board may determine annually to reserve a portion of the available funds, approximately 10-20 percent annually, to be available to fund time-sensitive grant requests or unforeseen community health needs that may arise outside of the Application Season. A grant applicant may apply for emergency grant consideration outside of the Alta Community Health Grant Application Season, provided funds have been made reserved for that purpose by the Board and are available at the time of the application.

CERTIFICATION

I, Adriana Macias, Clerk of the Board for the Alta Healthcare District, do hereby certify that this POLICY NO. X- REQUESTS FOR PUBLIC FUNDS, COMMUNITY GRANTS AND SPONSORSHIPS was duly amended by Board action on January 15, 2026, and the foregoing is the current version of such policy.

Date: 01/15/2026


Adriana Macias, Clerk of the Board