
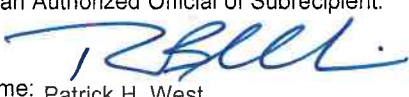

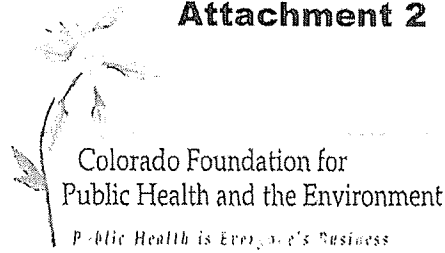


FDP Cost Reimbursement Research Subaward Agreement			
Pass-through Entity (PTE): California State University Long Beach Research Foundation		Subrecipient: Long Beach Dept. of Health & Human Services	
PTE Principal Investigator (PI): Mara Bird		Subrecipient Principal Investigator (PI): Alyssa Hartlaub	
PTE Federal Award No:		FAIN:	Federal Awarding Agency:
Federal Award Issue Date:	Total Amount of Federal Award to PTE \$	CFDA No:	CFDA Title:
Project Title: Familias Unidas: Pre Diabetes Diagnosis and Treatment			
Subaward Period of Performance: Start: May 1, 2016 End: Apr 30, 2017		Amount Funded This Action: \$ 4,775.00	Subaward No. S193116100LBDHHS
Estimated Project Period (if incrementally funded): Start: End:		Incrementally Estimated Total: \$	Is this Award R & D <input checked="" type="checkbox"/> Yes or <input type="checkbox"/> No
Check all that apply <input checked="" type="checkbox"/> Reporting Requirements (Attachment 4) <input type="checkbox"/> Subject to FFATA (Attachment 3B) <input type="checkbox"/> Cost Sharing (Attachment 5)			
Terms and Conditions			
<p>1) PTE hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The statement of work and budget for this subaward are (check one) <input type="checkbox"/> as specified in Subrecipient's proposal dated _____ or <input checked="" type="checkbox"/> as shown in Attachment 5. In its performance of subaward work, Subrecipient shall be an independent entity and not an employee or agent of PTE.</p> <p>2) PTE shall reimburse Subrecipient not more often than monthly for allowable costs. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), subaward number, and certification, as required in 2 CFR 200.415 (a). <u>Invoices that do not reference PTE Subaward number shall be returned to Subrecipient.</u> Invoices and questions concerning invoice receipt or payments should be directed to the appropriate party's Financial Contact, as shown in Attachments 3A.</p> <p>3) A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to PTE's Financial Contact, as shown in Attachments 3A, NOT LATER THAN 60 days after subaward end date. The final statement of costs shall constitute Subrecipient's final financial report.</p> <p>4) All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient. PTE reserves the right to reject an invoice, in accordance with 2 CFR 200.305.</p> <p>5) Matters concerning the technical performance of this subaward should be directed to the appropriate party's Principal Investigator as shown in Attachments 3A and 3B. Technical reports are required as shown above, "Reporting Requirements."</p> <p>6) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this subaward agreement, and any changes requiring prior approval, should be directed to the appropriate party's Authorized Official Contact, as shown in Attachments 3A and 3B. Any such changes made to this subaward agreement require the written approval of each party's Authorized Official, as shown in Attachments 3A and 3B.</p> <p>7) Substantive changes made to this subaward agreement require the written approval of each party's Authorized Official as shown in Attachments 3A and 3B. The PTE may issue non-substantive changes to the Period of Performance (check one) <input checked="" type="checkbox"/> Bilaterally, or <input type="checkbox"/> Unilaterally. Unilateral modifications shall be considered valid 14 days after receipt unless otherwise indicated by Subrecipient.</p> <p>8) Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.</p> <p>9) Either party may terminate this subaward with thirty days written notice to the appropriate party's Authorized Official Contact, as shown in Attachments 3A and 3B. PTE shall pay Subrecipient for termination costs as allowable under <u>Uniform Guidance, 2 CFR 200</u>, or 45 CFR Part 75 Appendix IX, "Principles for Determining Costs Applicable to Research & Development under Grants and Contracts with Hospitals, as applicable.</p> <p>10) No-cost extensions require the approval of the PTE. Any requests for a no-cost extension should be addressed to and received by the Authorized Official Contact, as shown in Attachments 3A, not less than 30 days prior to the desired effective date of the requested change.</p> <p>11) The Subaward is subject to the terms and conditions of the PTE Award and other special terms and conditions, as identified in Attachment 2.</p> <p>12) By signing this Research Subaward Agreement Subrecipient makes the certifications and assurances shown in Attachments 1 and 2.</p> <p>13) Research Terms & Conditions – RESERVED</p>			
By an Authorized Official of Pass-through Entity:  Name: Maria Reyes Title: Interim Senior Director Sponsored Programs Date: 9/7/16		By an Authorized Official of Subrecipient:  Name: Patrick H. West Title: City Manager Date: 11/3/16	

APPROVED AS TO FORM 31
 CHARLES PARKIN, City Attorney
 By 
 LINDA T. VU
 DEPUTY CITY ATTORNEY

Attachment 2



MASTER AWARD AGREEMENT (Contract # 3415444A)

This agreement dated effective May 1, 2016 (this "Agreement") is between **The Colorado Foundation for Public Health and the Environment**, a Colorado nonprofit corporation ("CFPHE"), and **California State University Long Beach Research Foundation**, a California nonprofit corporation, ("Awardee").

PURPOSE OF AGREEMENT

- A. Patient Centered Outcomes Research Institute ("PCORI") is a nonprofit, nongovernmental organization established under the Patient Protection and Affordable Care Act of 2010. The Pipeline-to-Proposal Awards Initiative (the "P2P Program") is one of PCORI's programs. It is a progressive, three-tiered funding program aimed at accelerating research proposal submission and dissemination, and developing a nationwide foundation of patients, stakeholders and researchers to participate in patient-centered outcomes research.
- B. CFPHE manages PCORI's Western Pipeline Award Program Office for the P2P Program. In this capacity, CFPHE provides operational and programmatic services, and serves as intermediary funder, for all three tiers of funding (Tier I, Tier II and Tier III) in the Western region. CFPHE administers the awards in accordance with guidelines, expectations and criteria for success established by PCORI.
- C. Awardee applied for and was selected by PCORI for a Tier II Award. Upon successful completion of that work, Awardee will have the opportunity to apply on a competitive basis for a Tier III Award.
- D. Unless otherwise determined by PCORI, all Awards made to Awardee under the P2P Program will be made under and subject to this Agreement.

AGREEMENT

The parties agree as follows:

1. **Statements of Work.**

Initial Statement of Work. In connection with the Tier II Award, Awardee will perform the work described in Awardee's Application submitted to PCORI, a copy of which is attached as Appendix A (which is incorporated into this Agreement by this reference) and constitutes Awardee's initial Statement of Work. Awardee must perform the work in accordance with the objectives, methods, structure, schedule and budget set forth therein. The Statement of Work will become effective when both parties sign and deliver this Agreement.

Subsequent Statements of Work. Awardee may have the opportunity to apply for a Tier III Award, which will be determined at PCORI's sole discretion. If granted, a new Statement of Work will be developed for the Tier III Award. Awardee must perform the new work in accordance with the objectives, methods, structure, schedule and budget set forth in the applicable new Statement of Work. Each new Statement of Work will become effective (and become incorporated into this Agreement by this reference) when signed and delivered by both parties.

Change Orders. Any material change made to a Statement of Work, whether initiated by Awardee or CFPHE, must be documented by Awardee and approved by CFPHE in writing *before* the change is implemented. Any non-material change must be disclosed in Awardee's next progress report. For this purpose, a material change will include, without limitation: (a) any change within a specific budget category of 10% or more, individually or in the aggregate; (b) any change in the total budget; (c) any change in Awardee's key personnel for the work covered by a Statement of Work; or (d) any change that could reasonably be anticipated to affect Awardee's ability to provide the deliverables required under the Statement of Work.

2. **Award Amount.** To support the work performed under a Statement of Work, Awardee will receive an award equal to the amount stated in that Statement of Work (the "**Award Amount**"), subject to the terms and conditions of this Agreement, and subject to CFPHE's Manual of Policies and Guidelines relating to the P2P Program in effect from time to time (the "**Award Manual**") (which is incorporated into this Agreement by this reference). The Award Manual can be found at <http://cfphe.org/resources/p2p-awardee-toolkit> or are available upon request from CFPHE P2P Program staff.

AWARDEE ACKNOWLEDGES AND AGREES THAT CFPHE'S OBLIGATION TO FUND AND DISBURSE THE AWARD AMOUNT IS CONTINGENT UPON RECEIPT OF FUNDING FOR THE AWARD FROM PCORI.

3. **PCORI Requirements.** Awardee acknowledges and agrees that the work performed under each Statement of Work will be performed as part of PCORI's P2P Program. Therefore, the policies and guidelines adopted from time to time by PCORI for the P2P Program (the "**P2P Program Requirements**") (which are incorporated into this Agreement by this reference) will take precedence in the case of any inconsistencies with this Agreement or the Award Manual.
4. **Award Term.** The work to be performed under a Statement of Work must be completed on or before the ending date specified in that Statement of Work (the "**Award Term**"), unless this Agreement is terminated early in accordance with paragraph 11. No costs may be incurred under a Statement of Work prior to its effective date or after the expiration or termination of the Award Term, without CFPHE's prior written approval. If Awardee has reason to believe there will be a delay in the performance of Awardee's work for any reason, Awardee must provide immediate written notice to CFPHE of the anticipated delay, accompanied by an explanation of the action taken or anticipated to be taken to address the delay, and any assistance needed to resolve the situation.
5. **Payments and Invoices.** Subject to availability of funds from PCORI, CFPHE shall disburse the Award Amount on a cost reimbursable basis. The Award Amount may only be used for allowable costs incurred for work performed under the Statement of Work. The costs that are allowable will be as set forth in that Statement of Work, the Award Manual and the P2P Program Requirements. Awardee is responsible for any unallowable or additional costs needed to complete the work.

CFPHE shall not be obligated to make payments of the Award Amount more frequently than monthly. Awardee shall submit invoices to CFPHE using CFPHE's approved invoice format and method as set forth in the Award Manual. The Invoices must include the information, certifications and supporting documentation required under the Award Manual or other otherwise requested by CFPHE. Awardee shall submit its final invoice under a Statement of Work, marked "FINAL," within 30 days after the Award Term ends. CFPHE will request all missing and necessary supporting information within seven days of receipt of the invoice. In the case of the final invoice, requested documentation must be received by CFPHE within 45 days of this request. CFPHE reserves the right to dispute and withhold payment of any invoice which it determines is incomplete or unsatisfactory, and require Awardee to submit a new invoice or supplement the original.

CFPHE will generally make payments of the Award Amount within 14 days of receipt of the invoice, if the invoice is approved by CFPHE and Awardee is in compliance with the terms and conditions of this Agreement, including the Award Manual. However, CFPHE reserves

the right to withhold or suspend one or more payments if CFPHE believes Awardee has not made satisfactory progress on the work covered by the Statement of Work, or the work is not being conducted at a pace commensurate Awardee's draw down on the Award Amount, or for any other reason specified in this Agreement. Notwithstanding the foregoing, the last approximately 10% of the total Award Amount for the Statement of Work may be retained by CFPHE until its receipt of Awardee's approved final report. No Award payments will be disbursed until Awardee has provided CFPHE with an IRS Form W-9.

All payments will be considered provisional and subject to adjustment or repayment if there is an adverse determination of allowable costs or an adverse audit finding by PCORI related to the work covered by the Statement of Work. Upon receipt of notice of an adverse determination or audit finding, Awardee must immediately correct the objection or repay the amount at issue. CFPHE also reserves the right to deduct the amount at issue from any future payments of the Award Amount.

6. **Work Performance.** Awardee shall perform the work covered by each Statement of Work as follows:
- a. Awardee will secure all permits, certificates, licenses, registrations or other approvals required by any governmental agency or other person to perform the work, prior to commencement of the work. The work must not violate Awardee's governing documents (if applicable) or any contracts or other requirements by which Awardee is bound.
 - b. Awardee will devote the time, attention, knowledge and skills required to complete the work on a timely basis, and undertake all work in a good and professional manner.
 - c. Awardee will perform all work in compliance with this Agreement (including the Statement of Work, the Award Manual and the P2P Program Requirements), and all applicable laws, regulations and other legal requirements. Awardee will immediately notify CFPHE in writing of any notices of violations and promptly correct the same.
 - d. Awardee will immediately notify CFPHE in writing and cease expenditures under the Statement of Work if there is reason to believe the goals or deliverables of the work can no longer be achieved.
 - e. Awardee will not violate any right to privacy of any individual, or infringe upon any copyright, trademark, patent, trade secret, right of publicity or other intellectual property right of any person, in performing the work.
 - f. Awardee will not engage in any behavior that brings Awardee into public disrepute, contempt, scandal or ridicule, or reflects unfavorably upon the reputation or the high moral or ethical standards of CFPHE or PCORI.

- g. Awardee will participate in regular email, consultations, meetings, briefings, telephone conferences and other forums with CFPHE P2P Program staff, so that CFPHE can provide programmatic support and monitor performance.
7. **Reports and Inspections.** Awardee shall submit all progress reports, technical reports and financial reports required under the Award Manual, which must be timely and satisfactory to CFPHE. Awardee shall also furnish such other reports and information relating to Awardee or the work performed under each Statement of Work, and permit site visits by CFPHE and PCORI staff, as CFPHE or PCORI may reasonably request, for purposes of administering and monitoring the Award.
8. **Books and Records.** Awardee shall maintain complete and accurate books, records and other supporting documents (e.g., time cards and receipts), whether financial or programmatic, which are pertinent to the work performed under each Statement of Work, as described in the Award Manual, for a retention period ending seven years after the final payment of the Award Amount is made. Awardee shall make these records available during the retention period for inspection or audit by CFPHE or PCORI, or their respective agents, upon reasonable notice and at reasonable times.
9. **Property Ownership.** Any tangible or intangible property, including intellectual property, obtained or created by Awardee as a result of work performed under a Statement of Work will belong to Awardee.
10. **Publicity.** Awardee shall not use or authorize others to use CFPHE's or PCORI's name, logo, endorsement, services or property (including intellectual property) without their respective prior written authorization.
11. **Term and Termination.**

Term. This Agreement will continue in effect so long as there is an outstanding Statement of Work, or Grantee continues to be eligible to apply for a next Tier Award, plus such additional period (if any) as may be required for CFPHE to make its final Award payment under a Statement of Work.

Termination for Cause. Without limiting any legal remedy one party may have in law or equity, that party may terminate this Agreement, together with any outstanding Statement of Work, effective immediately for cause. For this purpose, the terminating party has cause if: (a) the other party materially violates any provision of this Agreement or, if the terminating party is CFPHE, the Award Manual, which is not cured to the terminating party's satisfaction within 30 days after delivery of written notice (unless PCORI requires a shorter

notice and cure period); (b) Awardee fails to satisfactorily perform work covered by a Statement of Work, which is not cured to CFPHE's satisfaction within seven days after delivery of written notice (unless PCORI requires a shorter notice and cure period); (c) Awardee commits any grossly negligent, fraudulent, criminal, malicious or willful act or omission affecting or relating to the work covered by a Statement of Work; (d) the other party dissolves or becomes insolvent; (e) there is a change in Awardee's key personnel for the work covered by a Statement of Work, without a mutually acceptable replacement being named by Awardee, within 30 days after CFPHE's delivery of written notice; or (f) funding for the Award is terminated, suspended or not renewed by PCORI, or CFPHE ceases to be a Program Office for PCORI.

Other Termination. CFPHE may also terminate this Agreement, together with any outstanding Statement of Work, without cause with 90 day's prior written notice to Awardee.

Further Actions. Upon Awardee's delivery or receipt of notice of termination for any reason, Awardee shall take all immediate action to cease all further expenditures under the outstanding Statement of Work, and cancel all cancelable obligations as soon as possible. Further, Awardee shall promptly deliver to CFPHE all data, reports, summaries and other information and material prepared or accumulated by Awardee in performing the work under the outstanding Statement of Work, whether completed or in process. Unless the Agreement is terminated for cause by CFPHE pursuant to clauses (a) through (e) above, Awardee will be paid for work performed and expenses incurred up through the date of termination, in accordance with this Agreement, after Awardee has delivered to CFPHE the information and materials described in this paragraph and any final report required under this Agreement or the Award Manual.

12. Limitation on Liability. Awardee acknowledges and agrees, in undertaking the work covered by each Statement of Work, Awardee is acting on Awardee's own behalf, and CFPHE is not and shall not be liable for any acts or omissions of Awardee. Awardee is solely responsible and liable to CFPHE for the actions of Awardee and all employees, volunteers, contractors, subcontractors and other individuals or entities performing work on Awardee's behalf in connection with each Statement of Work. In no event will CFPHE be liable to Awardee for any indirect, special, consequential, or punitive damages (including without limitation lost profits, whether they are considered direct or indirect damages) based on any causes of action arising from the work covered by each Statement of Work, regardless of whether CFPHE was aware of the possibility of such damages. The maximum extent of CFPHE's liability under this Agreement, for each Statement of Work, will not exceed the Award Amount.

- 13. Indemnification.** Awardee agrees, to the fullest extent allowed by law, to indemnify and hold harmless CFPHE and its directors, officers, employees, volunteers, agents, successors and assigns from and against any and all claims, liabilities, damages, losses and expenses (including reasonable attorneys' fees and costs of investigation and/or defense) directly, indirectly, wholly or partially arising from or in connection with: (a) any breach of this Agreement (including a Statement of Work, the Award Manual or the P2P Program Requirements) by Awardee (or any of Awardee's employees, volunteers, contractors, subcontractors and other individuals or entities performing work on Awardee's behalf); (b) any negligent, fraudulent, criminal, malicious or willful act or omission of Awardee (or any of Awardee's employees, volunteers, contractors, subcontractors and other individuals or entities performing work on Awardee's behalf); or (c) the work performed under each Statement of Work.
- 14. Insurance.** Awardee shall obtain and maintain, at its own cost and expense, throughout the term of this Agreement: (a) worker's compensation insurance in conformity with applicable law for any employees who perform work under a Statement of Work; and (b) such other policies of insurance relating to such work (e.g., general liability or automobile insurance), insuring against such risks, in such amounts, with such policy provisions and with such companies, as may be reasonably satisfactory to CFPHE. In the case of the latter, the policies must name CFPHE and its agents as an additional insured (as the case may be); provide that the insurance is primary insurance as to any other insurance in force; and provide the policy will not be canceled without 30 days' prior written notice from the insurer to CFPHE. Upon CFPHE's request, Awardee shall furnish CFPHE with certificates of coverage and proof of premium payments.
- 15. Dispute Resolution.** In connection with any dispute between the parties arising under or related in any way to this Agreement, the parties agree to negotiate in good faith to resolve the dispute and refer resolution of the dispute to the person holding the highest office in their respective organization (or division thereof, as the case may be). If the dispute is not resolved by negotiation within 14 days, the parties agree to engage in good faith mediation to resolve the dispute. Such mediation must be administered by a qualified, Colorado-based mediator to be mutually acceptable to the parties, either in person at a mutually acceptable location, or remotely through a mutually acceptable method. The parties will share equally the cost of the mediation, which must be no more than one day in duration. If the dispute is not resolved by mediation within a period of 60 days, either party is free to initiate proceedings in a court of competent jurisdiction.
- 16. Relationship of Parties.** Nothing in this Agreement will be construed to imply a joint venture, partnership or principal-agent relationship between the parties, and no party will

have the right, power or authority to obligate or bind the other party in any manner whatsoever. Rather, the parties agree Awardee will be considered an independent contractor as to CFPHE. Nothing in this Agreement shall confer upon the respective employees of CPHFE or Awardee any employment rights or benefits from the other.

- 17. Notice.** All notices and communications required under this Agreement must be in writing, and will be considered given when delivered personally to the recipient, sent by fax or e-mail to the recipient (with verification of delivery and/or receipt), sent to the recipient by reputable overnight courier service (charges prepaid, with delivery confirmation), or sent by United States registered or certified mail (charges prepaid, with return receipt requested), addressed to the recipient at the following address, or such other address as the recipient may have furnished to the other party in writing.

Notice To CFPHE:

Colorado Foundation for Public Health and the Environment
Attn: Executive Director, Sara E. Miller
1385 S Colorado Blvd, Suite 622
Denver, CO 80222
smiller@cfphe.org
303-910-4682 (phone)
303-861-4415 (fax)

Notice To Awardee:

California State University Long Beach Research Foundation
Attn: Sandra Shereman, Sr Director, Sponsored Programs
6300 State University Drive, Ste 332
Long Beach, CA 90815
Sandra.shereman@csulb.edu
(phone) 562-985-7619
(fax) 562-985-8665

18. General Provisions.

Governing Law, Venue. This Agreement is to be governed in all respects by the laws of Colorado, without giving effect to its conflicts of law principles. The parties consent and submit to venue and exclusive jurisdiction in the federal and state courts located in the Denver metropolitan area, and to service of process, under Sections 13-1-124 and 13-1-125, Colorado Revised Statutes, as amended.

Non-assignment. Awardee may not assign any rights or obligations under this Agreement without CFPHE' prior written approval. Subject to this limitation, this Agreement will bind the parties and inure to the benefit of their respective successors, assigns and legal representatives.

Entire Agreement. This Agreement constitutes the entire agreement between the parties relating to the subject matter of this Agreement, and supersedes any prior understanding between them. No representations, arrangements, understandings or agreements exist except as expressed in this Agreement.

Amendments, Waivers. Except as otherwise provided in this Agreement, this Agreement may be amended only by a written instrument signed by both parties. If for any reason CFPHE does not insist upon strict adherence to any provision of this Agreement, or waives a breach of this Agreement by Awardee, CFPHE will not be prevented from pursuing remedies or insisting upon strict performance for a future breach of the same or another provision.

Severability. If a court having jurisdiction determines any provision of this Agreement to be unenforceable, the remaining provisions will nevertheless remain enforceable to the fullest extent allowed by law, and the court may replace the provision in question with a lawful provision that most nearly embodies the original intention of the parties.

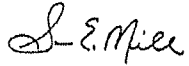
Survival. The following provisions will survive expiration or early termination of this Agreement: paragraph 2 (second paragraph); paragraph 5 (final paragraph); paragraph 7 (as to final report); and paragraphs 8-13 and 15-18.

Counterparts. The parties may execute this Agreement in counterparts, which taken together will constitute one instrument. A signature may be delivered by fax or may be scanned and e-mailed, and such fax or scanned signature will be accepted and effective as an original signature.

[Signature Page to Follow]

IN WITNESS WHEREOF and acknowledging acceptance and agreement of the foregoing, CFPHE and Awardee affix their signatures hereto.

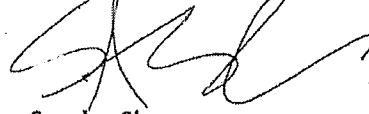
CFPHE



Sara E Miller, Executive Director

Dated: 6/18/16

CSULB Research Foundation



Sandra Shereman,
Sr. Director Sponsored Programs

Dated: 6/13/2016

Appendix A

Application for PCORI Tier II Award

Award start date is May 1, 2016 and award end date is April 30, 2017.

Tier II Project Workplan

Familias Unidas (United Families): Pre-Diabetes Diagnosis and Treatment

The NCLR/CSULB Center for Latino Community Health, Evaluation and Leadership Training requests \$25,000 to support the continued planning and development of a patient-centered, community-informed proposal to address a health research question on the topic of pre-diabetes prevention, diagnosis and treatment among low-income, Latino patients and their families. Together, we will create a proposal to carry-out community-led comparative effectiveness research for *Familias Unidas (United Families): Pre-Diabetes Diagnosis and Treatment*.

Diabetes is among the top five causes of death in the City of Long Beach. Mostly impacting minority groups, the percentage of adults diagnosed with diabetes, sugar diabetes or borderline/pre-diabetes in Long Beach by zip code ranges from 15% to 24% (CHA, 2013). The 90813 zip code has the highest rate at 24.3% of the adult population receiving either a diabetes or pre-diabetes diagnosis. This zip code also has the highest rate of poverty, highest rate of Latino ethnic population, and the lowest high school graduation rate in the City. Furthermore, the 90813 zip code has the lowest amount of open space per 1,000 residents, 0.26 acres. The concentrated impact of low-levels of educational attainment, high poverty, high Latino-ethnic population make-up, and high rates of diabetes/pre-diabetes diagnosis creates an opportunity to target a specific geography for the development of a Latino-focused pre-diabetes collaborative effort, the *Familias Unidas: Pre-Diabetes Diagnosis and Treatment Project*.

The Familias Unidas: Pre-Diabetes Diagnosis and Treatment Project is based on a partnership between the NCLR/CSULB Center for Latino Community Health, Evaluation and Leadership Training, with 10-years of public health research experience on Latino health issues, the Long Beach Department of Health and Human Services; one of three local city health departments in California, a Long Beach-based hospital, St. Mary's Medical Center, and The Children's Clinic, a unique leader with a network of nine federally qualified health centers (FQHC) in Long Beach. The NCLR/CSULB Center for Latino Health has led maternal-child health, mental health, HIV/AIDS, and obesity related research projects. Their use of community-based participatory research principles are a critical component of this project. The Long Beach Department of Health and Human Services has led several citywide health services and provider enrollment efforts involving residents, payers, providers and community-based organizations. St. Mary Medical Center provides primary care services in central Long Beach, the area with the highest rate of pre-diagnosed diabetes in the City. The Children's Clinic, with three of their FQHC in 90813, has committed to addressing disparities in health by providing quality care for the underserved of all ages, offering them a true "medical home." This partnership will continue to mature alliances, develop research infrastructure, and refine the research question ideas developed from the Town Hall convening in December 2015. All partners are committed to this process.

Community response from participants living in 90813 during Tier 1 affirmed their interest in addressing this priority area. We had such a great response to a request for stakeholder dialogue from Latino adults living with diabetes or pre-diabetes that we had to turn potential participants away for logistical reasons. Other residents are committed Steering Committee members and have confirmed their interest going forward. During the Townhall convening planning process, the community Steering Committee members requested and attended additional meetings to fully vet what information would be disseminated publicly, and stepped up to help with logistical components including set-up/clean-up and obtaining translation equipment for non-Spanish speakers.

During the Tier II phase, the *Familias Unidas* Steering Committee, comprised of 50+% Latino community members living in the 90813 zip code as well as the organizational partners listed above, will continue to further refine and narrow down the list of comparative effectiveness research (CER) ideas to ensure they align with the most strategic opportunities, challenges, and needs in zip code 90813. Furthermore, the Steering Committee will assess the composition of its members to ensure it matches its research capacity to be successful in CER efforts.

GOALS, OBJECTIVES AND ACTIVITIES

GOAL #1: Engage the Steering Committee members and partners involved

- **Activity 1: Attend trainings:** At least one member of the Steering Committee will attend each PCORI training. All Steering Committee members will be informed of and invited to trainings that invite the public.
- **Activity 2: Develop research questions for proposal:** At monthly meetings, further refine CER ideas into one or more research questions of importance to community residents.
- **Activity 3: Review final governance document** and up-date as needed.
- **Activity 4: File Reports:** Project coordinator will provide quarterly up-dates on behalf of the Steering Committee.

GOAL #2: Develop and implement a communication plan with all stakeholders for project and research outcomes

Objective #1: Draft a communication plan that can be implemented with all stakeholders (steering committee, community stakeholders, American Diabetes Association, and PCORI/funder).

- **Activity 1:** Identify types of information to be shared and preferred formats for all stakeholders
- **Activity 2:** Explore preferred Latino family communication practices via sharing at Steering Committee meetings

- **Activity 3:** Decide which information is “private” (stays within collaboration) and process for review before releasing “public” information.
- **Activity 4:** Decide person or team responsible for any communication up-date at monthly meetings and include this as a permanent agenda point
- **Activity 5:** Decide the point of contact for up-dating the American Diabetes Association or other stakeholder groups
- **Activity 6:** Strategize how to connect with each other and how to stay informed of announcements and events
- **Activity 7:** Send up-dates to web manager

Objective #2: Develop timeline for key communication plans to share with public

- **Activity 1:** Align timeline for public information sharing with stakeholder and community preferred formats

GOAL #3: Explore community preferences for pre-diabetes education and prevention activities that match CER ideas through monthly in-person meetings.

Objective #1: Identify evidence-based programs with successful outcomes with Latino communities.

Activity 1: Search for evidence-based programs that have successful outcomes with Latinos and share information with Steering Committee members

Objective #2: Review three or more programs that match CER ideas with Steering Committee and partners at monthly meetings.

Activity 1: Present potential program components at Steering Committee meetings.

Objective #3: Assess which programs might be most feasible with Latino families in Long Beach by asking each Steering Committee member to share potential programs with their families.

- **Activity 1:** Have each Steering Committee member review one potential program with their family at a time until all programs have been reviewed

GOAL #4: Development of a proposal to carry-out community engaged comparative effectiveness research to submit to PCORI and other funders by April 30, 2017.

Objective #1: Development of a completed comparative effectiveness research proposal through sustained community-engagement.

Activity 1: Draft proposal with partners and Steering Committee members

Objective #2: Identify three potential funders

Activity 1: Identify organizations that fund pre-diabetes research with community-based methodologies and create a database with that information

Activity 2: Contact potential funding agencies to learn about funding application processes

Objective #3: Submit proposal to two or more funding agencies by April 30, 2017.

Activity 1: Track proposal submission and feedback

Activity 2: Share reviewer comments with Steering Committee to incorporate and strengthen proposal plan

The *Familias Unidas: Pre-Diabetes Diagnosis and Treatment* Project provides a great opportunity to strengthen the collective efficacy of the Latino Long Beach community and to address the disparities in diabetes prevention, diagnosis, treatment, and care. The expertise of the four partner organizations will provide a strong foundation to support the development of a community-informed, patient-centered grant proposal to improve health outcomes for pre-diabetes. Partnerships between community-based organizations, residents, and researchers provide co-learning and reciprocal transfer of expertise by all partners involved as well as shared decision-making power. In addition, the partnerships, infrastructure, and governance developed during this project will lay the foundation for the ultimate drafting of a patient-centered comparative effectiveness research (CER) project.

PCORI PIPELINE TO PROPOSALS TIER II BUDGET

Please provide the total budgeted amount in the following categories: Employee/Personnel Expenses, Contractor Fees, Non-personnel Expenses, Misc. Expenses and Indirect Fees.

Double check that these numbers match what is written in your Budget Justification.
 The Total Personnel Expenses and Total will calculate for you based on the information you enter in the other cells.
 Provide a *brief* description of each line item. Details of each line item will be provided in your justification.

This budget worksheet is locked, do not change anything except the size of the columns and rows.
 If you cannot type in a cell you cannot edit it.

Project Number: 8275918	
Project Name: <i>Familias Unidas</i> (United Families): Pre-diabetes Diagnosis and Trea	
Project Lead: NCLR/CSULB Center for Latino Community Health	
Expense Category	Budget Amount Description
Total Personnel Expenses	\$14,505.00 Project Lead, Project Manager and internal web designer
<i>Employee/Personnel Expenses (Not to exceed 60% of total budget)</i>	\$9,730.00
<i>Contractor Fees</i>	\$4,775.00 Annabel Barajas- Public Health Professional; Health Department Liasion; 100 hours for 12 months;
Non-personnel Expenses	\$1,972.00 Print and Copying; Incentives- Client Support Materials
Travel & Meeting Expenses	\$5,250.00 Pre-diabetes education sample materials; Meeting supplies; and travel to meetings and local conferr
Misc. Expenses	\$1,000.00 Covers partial costs for telephone, internet (Wi-Fi), and electricity
Indirect Fees (Not to exceed 10% of total direct costs)	\$2,273.00
Total	\$25,000.00

*Please note that no more than 50% of the total budget may pay for one person's salary. In addition, no more than 60% of the total budget may pay for personnel costs for budgeted staff combined. Contractor fees/consultant costs have been listed as a separate line since they do NOT count within the 50% or 60% parameters.

Attachment 3A
Research Subaward Agreement

Subaward Number:
S193116100LBDHHS

Pass-through Entity (PTE) Contacts

Pass-through Entity (PTE)

Name: California State University Long Beach Research Foundation

Address: 6300 State University Drive, Suite 332

City: Long Beach

State: CA

Zip Code+4 90815-4670

PTE's Administrative Contact

Name: Barbara McClinton

Address: 6300 State University Drive, Suite 332

City: Long Beach

State: CA

Zip Code: 90815-4670

Telephone: 562.985.2009

Fax: 562.985.8665

PTE E-mail: Barbara.McClinton@csulb.edu

PTE's Principal Investigator

Name: Mara Bird

Address: Center for Latino Community Health

1250 Bellflower Blvd., SSPA Room 024

City: Long Beach

State: CA

Zip Code: 90840

Telephone: 562.985.4396

Fax:

E-mail: Mara.Bird@csulb.edu

PTE Financial Contact

Name: Barbara McClinton

Address: 6300 State University Drive, Suite 332

City: Long Beach

State: CA

Zip Code: 90815-4670

Telephone: 562.985.2009

Fax: 562.985.8665

E-mail: Barbara.McClinton@csulb.edu

Is above address used to submit invoices? Yes No (If no, include invoicing address below with instructions.)

Invoicing
Address:

Pass-through Entity's Authorized Official

Name: Sandra A. Shereman, Senior Director Sponsored Programs

Address: 6300 State University Drive, Suite 332

City: Long Beach

State: CA

Zip Code: 90815-4670

Telephone: 562.985.7619

E-mail: Sandra.Shereman@csulb.edu

Fully Executed Agreements/Amendments should returned to: Sandra A. Shereman

Attachment 3B
Research Subaward Agreement
Subrecipient Contacts

Subaward Number:
S193116100LBDHHS

Subrecipient Place of Performance

Name: Long Beach Department of Health & Human Services
Address: 2525 Grand Avenue
City: Long Beach State: CA Zip Code + 4: 90815-1765
EIN No.: Institution Type: Nonprofit with 501C3 Status (Other than Inst. of Hi

Is Subrecipient currently registered in SAM.gov? Yes No
Is Subrecipient exempt from reporting compensation? Yes No
If no, please complete 3B page 2

DUNS No.: 130009269 Parent DUNS No.: Congressional District: CA-043 Congressional District:

Subrecipient Administrative Contact

Name: Alyssa Hartlaub
Address: 2525 Grand Avenue
City: Long Beach State: CA Zip Code: 90815-1765
Telephone: 562-570-7986 Fax:
E-mail: alyssa.hartlaub@longbeach.gov

Subrecipient Principal Investigator (PI)

Name: Alyssa Hartlaub
Address: 2525 Grand Avenue
City: Long Beach State: CA Zip Code + 4: 90815-1765
Telephone: 562-570-7986 Fax:
E-mail: alyssa.hartlaub@longbeach.gov

Subrecipient Financial Contact

Name: JoAnn Smith
Address: 2525 Grand Avenue
City: Long Beach State: CA Zip Code: 90815-1765
Is this the remittance address? Yes or No If no, enter address below.
Remit to address: (If different than above.)
Telephone: 562-570-4098 Fax:
E-mail: joann.smith@longbeach.gov Other:

Subrecipient Authorized Official

Name: Patrick H. West
Address: 2525 Grand Avenue
City: Long Beach State: CA Zip Code: 90815-1765
Telephone: 562-570-6916 Fax:
E-mail: patrick.west@longbeach.gov
Central E-mail:

Attachment 3B Page 2
Research Subaward Agreement
Highest Compensated Officers

Subaward Number:

S193116100LBDH

Subrecipient

Name: Long Beach Department of Health & Human Services

PI: Alyssa Hartlaub

Highest Compensated Officers

The names and total compensation of the five most highly compensated officers of the entity(ies) must be listed if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in Federal awards; and \$25,000,000 or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Internal Revenue Code of 1986.

Officer 1 Name

Officer 1 Compensation

Officer 2 Name

Officer 2 Compensation

Officer 3 Name

Officer 3 Compensation

Officer 4 Name

Officer 4 Compensation

Officer 5 Name

Officer 5 Compensation

Attachment 4
Research Subaward Agreement
Reporting Requirements

Pass-through Entity will check all that apply that the Subrecipient will agree to:

- A Final technical/progress report will be submitted to the Pass-through Entity's Principal Investigator identified in Attachment 3 within 60 days after the end of the period of performance.
- Monthly technical/progress reports will be submitted to the Pass-through Entity's Financial Contact identified in Attachment 3, within 30 days of the end of the month.
- Quarterly technical/progress reports will be submitted within thirty (30) days after the end of each project quarter to the Pass-through Entity's Administrative Contact identified in Attachment 3.
- Technical/progress reports on the project as may be required by Pass-through Entity's Administrative Contact in order that Pass-through Entity may be able to satisfy its reporting obligations to the Federal Awarding Agency.
- Annual technical /progress reports will be submitted within 60 days prior to the end of each project period to the Pass-through Entity's Administrative Contact identified in Attachment 3. Such report shall also include a detailed budget for the next budget period, updated Other Support for key personnel, certification of appropriate education in the conduct of human subject research of any new key personnel, and annual IRB or IACUC approval, if applicable.
- In accordance with 37 CFR 401.14, Subrecipient agrees to notify PTE's Financial Contact identified in Attachment 3A within 90 days after Subrecipient's inventor discloses invention(s) in writing to Subrecipient's personnel responsible for patent matters. The Subrecipient will submit a final invention report using Awarding Agency specific forms to the PTE's Principal Investigator identified in Attachment 3A within 60 days of the end of the period of performance so that it may be included with the PTE's final invention report to the Awarding Agency. A negative report is is not required.
- A Certification of Completion, in accordance with 2 CFR 200.201(b)(3), will be submitted within 60 days after the end of the project period to the Pass Through Entity's Administrative Contact identified in Attachment 3 (for Fixed Price subawards only.)
- Property Inventory Report; frequency, type, and submission instructions listed here and only to be used when required by PTE Federal Award

Other Special Reporting Requirements

Attachment 5

Cost Reimbursement Research Subaward Agreement

Statement of Work(SOW)

Cost Sharing

Budget

Statement of Work

Below or Attached 1 pages

If award is FFATA eligible and SOW exceeds 4000 characters, include a *Subrecipient Federal Award Project Description*

Cost Sharing:

Yes, Amount \$

No

Budget Information

Below or Attached pages

Indirect Cost Rate (IDC) Applied 10.00% on TDC, MTDC, or other

Check here if using the de minimis rate of 10 %

Direct Costs
Indirect Costs
Total Costs

\$ 4,341.00

\$ 434.00

\$ 4,775.00

City of Long Beach		PCORI Funding	In-Kind Support	Total Expense
Annabel Barajas - Public Health Professional	Health Department Liaison. 10 hours at \$28.94 for 2 months	\$ 289.00	\$ -	\$ 289.00
Alyssa Hartlaub - Public Health Nurse III	Health Department Liaison. 110 hours at \$41.38 for 12 months.	\$ 2,605.00	\$ 1,965.00	\$ 4,570.00
Total Salary		\$ 2,894.00	\$ 1,965.00	\$ 4,859.00
Fringe At 50%		\$ 1,447.00	\$ 982.50	\$ 2,429.50
Total for Personnel		\$ 4,341.00	\$ 2,947.50	\$ 7,288.50
Indirect 10% of salary & fringe		\$ 434.00	\$ 295.00	\$ 729.00
Total Amount Requested		\$ 4,775.00	\$ 3,242.50	\$ 8,017.50

Annabel Barajas, Public Health Professional: Ms. Barajas provides community outreach and health education on the LBDHHS Diabetes Self-Management program. Ms. Barajas will attend monthly meetings, assist with writing proposals (14 hours), and provide communication assistance with oral and written Spanish translation (50 hours). The hourly rate for Ms. Barajas' is \$28.94. 100 hours of Ms. Barajas' time will be dedicated to this project and includes the LBDHHS fringe benefits at 50%. (PCORI Funding 100 hours)

September 2016 - Ms. Barajas' time on the project is revised to 10 hours for 2 months. Ms. Barajas has left the Health Department.

Alyssa Hartlaub, RN, Public Health Nurse: Ms. Hartlaub has served as a public health nurse for 13 years and oversees the LBDHHS Diabetes Self-Management Education program. The hourly rate for Ms. Hartlaub is \$39.30. 50 hours of Ms. Hartlaub's time will be dedicated to this project and includes the LBDHHS fringe benefits at 50%. (In-Kind Funding 50 hours)

September 2016 – Ms. Hartlaub's time on the project is revised to 110 hours for 12 months at \$41.38 per hour. (PCORI funding 63 hours – In-Kind Funding 47 hours) Ms. Hartlaub will take over Ms. Barajas' duties on the project.

Fringe is calculated at 50%. Actual for program staff ranges from 45% to 55%. (The benefit is different for each person based on their benefit package, which includes retirement, medical, and dental insurance.)

Indirect is calculated at 10% of salary and fringe.