

Kittitas County Review Form Grants & Contract Agreement



Today's Date 12/07/2017	Agenda Date
Fund/Department 116-Public Health	

Contract/Grant Information

Contract /Grant Agency: Momentum Fund of Group Health Foundation Grant Contract	
Period Begin Date: 01/01/2018	Period End Date: 01/01/2019
Total Grant/Contract Amount: \$13,262.00	
Grant/Contract Number: 2017-180	
Contract/Grant Summary: The Momentum Fund of Group health Foundation Grant Contract will allow KCPHD to work on increasing rates of the HPV vaccine in Kittitas County by identifying behaviors, attitudes, and beliefs around the vaccine through the target audience of parents and guardian's within Kittitas County. The project description and work plan is attached.	

Recommendation for Board of Health and Board of Health Review on _____

Department Head Signature: _____, Administrator Date: _____

Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:

APPROVED AS TO FORM:

Signature of Prosecutor's Office Date

Signature of Auditor's Office Date

Signature of Board of Health member Date

Financial Information

Total Amount \$13,262.00	State Funds \$	Federal Funds \$
Percentage County Funds	Matching Funds \$	CFDA#
	In-Kind \$ Explain	

Is Equipment being purchased? No	Who owns equipment?
New Personnel being hired? No	Contact HR hiring – reporting requirements
Future impacts or liability to Kittitas County:	

Budget Information

Budget Amendment Needed?	Yes <input type="checkbox"/> attach budget form	No <input type="checkbox"/> Why not
New Division Created?		
Revenue Code: 116 61250367 – Will need to do budget amendment in the future		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	\$
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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County Departments Impacted

Auditor	Facilities Maintenance
Information Services	Human Resource
Prosecutor	Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date
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Momentum Fund of Group Health Foundation Grant Contract

The following award has been provided by the Momentum Fund of Group Health Foundation. Please review the details of this award, provide any missing information and indicate your acceptance by signing below and returning a fully executed electronic copy to grants@grouphealthfoundation.org

Organization	Kittitas County Public Health Department
Project Name	
Award Date	12/4/17
Total Grant Amount	\$13,262
Project start date	1/1/18
Project end date	1/1/19
Project Lead(s)	
Grant Contact	
Foundation Grant #	2017-180

Terms of Acceptance:

I understand that my signature below indicates acceptance of the following terms:

1. These funds are granted to your organization to address the work your proposal outlined. Unless there are substantive changes to the project, no additional approval or documentation is required.
2. Submit semi-annual written progress status reports using provided reporting template. Reports should summarize your progress as of June 30 and December 31 until the project is completed, and are due by the end of the following month.
3. To bring consistency to the immunization work supported by this and other immunization grant awards, I agree to work in collaboration with American Cancer Society and WithinReach in obtaining relevant materials.
4. All unused funds must be returned to Group Health Foundation upon completion of the project.
5. Grants which have shown no activity 90 days after the Project Start Date are subject to cancellation upon 30 days written notice.
6. All publicly circulated material associated with the project will contain the phrase "made possible in part by a grant from the Momentum Fund of Group Health Foundation."
7. I acknowledge and agree that nothing in these terms shall be construed to alter the grantee's duty to exercise independent professional judgment in conducting the activities for which these grant funds have been awarded, and I further agree to comply with all applicable local, state and federal laws and regulations governing such activities.
8. I will maintain all records pertinent to this grant award for a period of 3 years following the completion of the grant. These records should contain receipts, invoices, check requests, and any other documentation related to this award. These records may be subject to examination by auditors.

Signature _____

Date _____

Project Lead

Momentum Fund of Group Health Foundation Grant Progress Report			
<i>Grant progress reports are due for the periods ending June 30 and December 31. A one-time extension of the Project End Date is permitted and such notification must be received in writing at least 30 days prior to the Project End Date. Please submit progress reports or questions via email to grants@grouphealthfoundation.org</i>			
Organization Title			
Organization Name	Kittitas County Public Health Department		
If final report, grant funds to be returned			
Project start date	1/1/18		
Project end date	1/1/19		
Foundation Grant #	2017-180		
Report period (mark one)	<input type="checkbox"/> June 30	<input type="checkbox"/> December 31	<input type="checkbox"/> Final report
Report year	2018		
Is the project schedule status on target? If not, explain challenges or issues encountered.			
Describe progress made toward meeting stated objectives.			
If applicable, how many people were served during this time period?			
List any dissemination of the project, i.e., formal presentation at a conference or meeting, an abstract, poster or paper. Provide links to publication, slides or poster or send as attachment with report. If not yet published, what are the plans for dissemination?			
Person completing this report			
Date completed			

Group Health Foundation Community Grant Application

1. Organization name and a brief description of your organization (i.e. mission/goals)

The Kittitas County Public Health Department (KCPHD) is a local health jurisdiction (LHJ) that serves residents from the top of Snoqualmie Pass to the Columbia River at Vantage. Our mission is to protect and promote the health and the environment of the people of Kittitas County. We believe that all residents have the freedom and ability to pursue healthy lives in a healthy environment. KCPHD provides services in community health (vaccine, disease investigation, etc.), environmental health (inspections, permitting for food, water, etc.), health promotion (chronic disease prevention, emergency preparedness, policy level work etc.), and assessment (collection of internal and external data, tracking, and analyzation)

2. Contact Name & contact info; most current W9 form

Kasey Knutson
Health Promotion Supervisor
Kittitas County Public Health Department
507 N Nanum St. Ste 102
Ellensburg, WA 98926
Kasey.knutson@co.kittitas.wa.us
509-962-7515

3. What is the size of the population your organization usually serves?

The 2016 U.S. Census estimates put the county population at approximately 44,866 and growing. There are approximately 16,953 households in the county, 55% of which are occupied by families with children. The Kittitas County population is seen as “young” given that roughly 40% of its residents are less than 24 years of age. However, it should be noted that the U.S census counts Central Washington University students as county residents, and as of the 2016-2017 school year, that number was up to 11,119. The racial makeup of the county is 89.3% Caucasian, 7.6% Hispanic or Latino in origin, 2.0% Asian, 1.0% American Indian, 0.9% black or African American, and 0.1% Pacific Islander.

4. Describe your project/initiative or idea and need for support

According to the Washington State Department of Health (DOH), the state and national goal for the 1:1:3 vaccine series (Tdap, MCV, and HPV) is for 80% of adolescents to complete these immunizations by the age of 15. Washington State is well below the goal of 13 to 17 year olds completing the 1:1:3 series, including Kittitas County which ranges between 19.1% to 23% completion rates.

The project aims to assess the target population of parents in Kittitas County to measure behavior, attitudes, and beliefs and barriers around the HPV vaccine. KCPHD’s Assessment Coordinator and Health Promotion team in conjunction with the Central Washington University Public Health Program would work to create a survey (pre and post) and coordinate with local schools, parent groups, and medical providers, to gain parent/guardian feedback. KCPHD and CWU would compile the assessment results and use results to inform policy development, whether that would

be developing policies, mobilizing community partners, or informing and educating parents/guardians in order to increase HPV vaccination rates.

KCPHD realizes that behavior changes based on benefits versus anxiety. For example, according to DOH Tdap is required for middle school entry and because of this, there is higher coverage among adolescents. KCPHD's survey could explore and determine if parents/guardians have barriers such as lack of knowledge, cultural concerns, physician hesitancy, and school record issues in regard to HPV vaccination rates. KCPHD staff would implement educational strategies to relay that information to key stakeholders like local representatives, superintendents, Educational Service District Personnel, et cetera. Ultimately, KCPHD wants to determine why our HPV rates are so low, locally – is it fear of the vaccine, is it the association with sexual activity, are medical providers providing the right messaging, do parents/guardians fully understand the vaccine?

KCPHD is well versed with assessment and policy development, since those activities fall under the 10 essential public health services. A similar, reputable project to the proposed project was our work in air quality. Using various assessment methods, KCPHD was able to determine that Kittitas County residents knew very little about PM 2.5 air pollution and from those results, implemented a campaign to provide outreach materials around air quality along with follow up assessments. The 2014 and 2015 Air Quality Assessment information can be found on our website for more information at <http://www.co.kittitas.wa.us/health/reports/default.aspx>.

KCPHD utilizes its community partnerships to conduct community wide surveys, research projects, and to track community specific health data. KCPHD is a member of the Kittitas County Health Network, a collaborative community group composed of prominent health partners such as the hospital, CWU, City of Ellensburg, Fire and Rescue, et cetera. The Network is currently sponsoring KCPHD's work on the community health assessment and improvement plan process. Specifically, KCPHD has worked over the years with CWU with market basket surveys, community food assessment, Standardized Tobacco Assessment of Retail Settings, workplace wellness site evaluation and policy creation, Tobacco usage policy on campus, and a built environment assessment to name project from the past three of four years. KCPHD often partners with Dr. Becky Pearson and her Public Health Research and Methods class or collaborates with an Independent Study course.

5. Please describe how your project/initiative or idea will address the stated criteria.
 - Disease prevention/immunization – the project goal is to increase rates of HPV vaccination in Kittitas County by identifying behaviors, attitudes, and beliefs around the HPV vaccine via the target audience of parents/guardians within Kittitas County.
 - Results could be replicated – assessment information could be shared with other counties in order for local LHJs to determine barriers to be identified for HPV vaccine series completion.
 - Impact to the community can be measured or evaluated – post survey assessment will show if there has been a change in behavior, attitude, or belief around HPV vaccine. Ultimately, the aim is to show an increase in HPV vaccination rates in subsequent years.
 - Not-for-profit organizations, health departments, or those with an affiliation with a not-for-profit organization – KCPHD is a local health department in Kittitas County.

- Organization has a published anti-discrimination policy – KCPHD is part of Kittitas County and the county has a published personnel policy manual that specifically states the employer has an anti-discrimination policy.

6. Specify grant amount requested including a breakdown of how it will be used and what specifically it will fund, including staff, if applicable.

Personnel Costs	\$11,887
Survey Printing Supplies	\$75
Survey Incentives	\$100
Strategy Campaign	
Materials	<u>\$1,200</u>
	\$
Total Cost	13,262

7. Please describe the timeline of your project/initiative or idea.

TASK	DELIVERABLE	FUNDING CRITERIA
Task 1: Coordinate with CWU Public Health Program to create pre and post assessment to gather information about target audience (parent/guardians) to assess, barriers, behavior, attitudes, and beliefs around the HPV Vaccine.	Deliverable: Pre and Post Survey	Impact to community can be measured or evaluated.
Task 2: Coordinate with schools, parent groups, and medical providers to distribute surveys within community.	Deliverable: Number of locations promoting survey within county.	Impact to community can be measured or evaluated.
Task 3: Work with CWU to compile survey data into report, which identifies top two issues/barriers for KCPHD to address.	Deliverable: Survey report.	Results could be replicated.
Task 4: Based on survey, create a community plan to implement policy development, community mobilization, or informing and educational campaign to increase HPV Vaccine rates.	Deliverable: Work plan based on strategies identified via survey results.	Increasing rates of HPV vaccination.
Task 5: Provide post survey and compile results after implementation of the above.	Deliverable: Post survey report.	Impact to community can be measured or evaluated.

8. What is the projected number of people this project/initiative or idea will serve?

According to 2015 American Census Survey Estimates, roughly 15,118 of our 44,730 population would be youth between 12 and 17 years of age.