

ATTACHMENT A

SECTION 1

This Agreement (hereinafter referred to as "AGREEMENT") is entered into between the State of Connecticut (hereinafter "STATE") acting through the Office of Health Strategy (hereinafter "OHS") Pursuant to Section 4-8 of the Connecticut General Statutes, and Regional Data Cooperative for Greater New Haven, Inc. an organization having its principal offices at 129 Church Street, New Haven, CT 06510 (hereinafter "CONTRACTOR"). The parties agree to the commitments and provisions specified in this Agreement.

SECTION 2 CONTRACT PERIOD and TERMS

This Agreement shall commence upon execution and end no later than September 30, 2022 (hereinafter "End Date").

Terms:

OMH	Office of Minority Health
HHS	US Department of Health and Human Services
HEC	Health Enhancement Community
OHS	Office of Health Strategies
OHE DPH	Office Of Health Equity CT Department of Public Health
IRB	Institutional Review Board
NOA	Notice of Award
CLAS	Culturally Linguistically and Appropriate Standards
CHW	Community Health Workers
SDPI	Special Diabetes Program for Indians
IHS	Indian Health Services
WIC	Women, Infant and Children
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding

SECTION 3 CANCELLATION PROVISION

This Agreement may be canceled by either party upon 30 days written notice delivered by certified mail, except that Contractor may not cease performance under this Agreement until it has received written approval from OHS.

SECTION 4 NOTICE

Unless otherwise expressly provided to the contrary, any other notice provided under this Agreement shall be in writing and may be delivered personally or by certified mail in the manner set forth in this section. All notices shall be effective if delivered personally or by certified mail to the following addresses:

State: State of Connecticut
Office of Health Strategy
450 Capitol Avenue MS#51OHS
P.O. Box 340308
Hartford, CT 06134-0308
Attention: Laura Morris, Director of Consumer Engagement

Contractor: Regional Data Cooperative of Greater New Haven, Inc. dba Data Haven
129 Church Street
New Haven, CT 06510
Attention: Mark Abraham, Director

The parties may change their respective addresses for notices under this paragraph upon prior written notification to the other.

SECTION 5 SPECIFICATION OF SERVICES

5.1. Commitments of the CONTRACTOR

The CONTRACTOR shall work with the Office of Health Strategy (OHS) and, as directed by OHS, with the Connecticut Department of Public Health's Office of Health Equity (CTDPH OHE), Connecticut Department of Public Health Human Investigations Committee, the United Way of Southeastern Connecticut and its subcontractors and Cross Street Training and Academic Center, Inc. and its subcontractors to develop and design an evaluation methodology set forth below. This scope of work is conducted in accordance with the notice of grant award OHS received from the U.S. Department of Health and Human Services, Public Health Services, Office of Minority Health.

A. Scope of Work

1. Produce Health Disparities Profile for Each Topic Area (December 31, 2020)

Create a written profile of population-based data on health disparities, including disaggregation by race/ethnicity, related to the two selected health topics related to the two health topics and targeted geographic area(s) of elevated disease burden identified by OHS. These profiles could serve as baseline data for the two selected health topics.

2. Produce Evaluation Plan and Design (March 31, 2021)

Work with CTOHS and staff from the Health Enhancement Communities' implementation sites to design an evaluation plan, including the evaluation of existing measures and systems and new measures to support the evaluation of interventions during the Contract Period, as specified in Section 2. The design will include the following steps:

- a. Development of quantitative indicators to evaluate maternal morbidity, mortality, and nutrition interventions
 - i. Assess the existing systems that the Health Enhancement Communities' implantation sites have used or would use to collect standardized information on: 1) the population or clients targeted by the three proposed modifications and 2) the similar cohort that received the intervention without modification in prior years. Each contractor and subcontractors will provide to the evaluator existing historical data sets and data collection protocols, and work on methods to capture similar data for the intervention group.
 - ii. Work collaboratively to review existing data collection instruments, identify new measures for inclusion in data collection efforts, conduct necessary adaptations, and evaluate their relevance to stated grant goals. The need for collection of relevant covariates or confounders relevant to post-intervention outcomes will also be determined.
 - iii. Assess existing data collection systems (both paper and electronic approaches) to ensure the validity of data collected for the study. Evaluate the need for different approaches based on context and content of instruments to ensure integration of data and ensure ease of use for statistical analysis.
 - iv. Select existing or new measures for the two intervention areas that can be feasibly used to document and monitor the impact of the interventions on health outcomes (using baseline, interim, and post- interventions data). If new measures are needed, develop these through project team and participant interviews, observation of activities, review of existing databases, and testing of proposed data collection fields.

- v. Summarize additional data on the control group (the cohort that received the intervention without modification in prior years) and capture additional data if feasible and necessary. Each of the proposed interventions has an extensive history of reporting on program performance.
 - vi. Describe a technique used to establish statistical significance, including:
 - Identify statistical approaches and techniques to evaluate outcomes of interest. Determine types of variables needed to support analysis and ensure consistency with data collection instruments. Sample size determinations will be made to ensure the ability to detect statistically significant increases in outcomes post-intervention. The team will evaluate various statistical tests (ANOVA, Mixed Linear Regression, etc.) to determine ones for use in data analysis. Specifically, evaluate the need to incorporate time in the analysis, determine fixed and random effects, and other considerations for longitudinal data.
 - Based on a power analysis, describe the effect size that can be measured assuming a range of potential sample sizes, and advise teams on an optimal sample size so that enrollment targets can be modified if necessary.
 - Determine extent to which some groups benefit more from the modification, based on demographic factors and/or level of exposure to the intervention (i.e., “dosage” or number and duration of different services provided, duration).
 - Describe transparent exclusion criteria for the analysis to avoid selection bias (i.e., criteria for removal of individuals from the analysis if they already have been served in multiple years or were not fully enrolled)
 - Develop a model that attempts to isolate the effects of the modification from other differences between the intervention and control groups (e.g., control for different demographic or socioeconomic characteristics)
 - vii. Conduct interim review of data collected for the study to ensure completeness, identify areas for modification in collection methods, and determine the need for revision of included measures. Final review of data will be conducted at the end of the intervention period. Conduct statistical analyses to determine increase stated objectives and outcomes related to maternal and nutrition interventions. A summary report of findings will be provided.
- b. Development of qualitative data to support evaluation
- i. Develop process to document lessons learned throughout the implementation period, including pre- and post- intervention collection of qualitative information on topics such as recruitment and retention, intervention configuration and roles, integration across sectors/teams, and use of data for quality improvement. Additionally, this work will include, if necessary:
 - Creating an ongoing reporting tool for partners to use
 - Conducting brief in-person interviews with staff and intervention leaders, maintaining confidentiality as appropriate
 - Conducting focus groups or surveys with team members, program staff, and potentially clients to help qualify findings from other aspects of the evaluation
- c. Support for evaluation-related staff training and communication
- i. Review requirements for information (including qualitative and quantitative data) that the Health Enhancement Communities' implementation sites plan to report for the purpose of evaluation.
 - ii. Assess frequency of progress reporting back to staff.

- iii. Assess potential staff training needs (e.g., use of evaluation instruments to collect data, case selection).
 - d. Ensuring inclusion of CLAS Standards
 - i. In coordination with the Office of Health Equity at the CT Department of Public Health and intervention sites, select appropriate methods to evaluate the quality of implementation of National CLAS Standards throughout the project process and outcomes.
 - ii. Include CLAS Standards in interviews with clients (if done) to determine client perspectives of impact.
 - e. Creating evaluator independence and purpose statement
 - i. Create a description of the relationship between evaluator and agencies that documents the degree of independence the evaluator will have.
 - ii. Create a description of the evaluation team’s operations and objectives, including the benefits expected from the evaluation and confidentiality requirements.
- 3. Evaluation (project period to 2022)**
- a. Implement the evaluation plan described above, including providing support for collection, monitoring; review of program data, information from agency or participant meetings and focus groups submitted to OHS for review; and attendance at agency and funder meetings as required (within budget constraints). The team will also present findings at external stakeholder meetings and write interim reports and final evaluation report(s).

B. Project Timeline

Table 1: Project Timeline

Activity	Start	End
Establish Project Management Infrastructure		
Support the United Way and Cross Street Training to prepare and submit IRB application and receive necessary approval, if applicable	12/6/2020	1/6/2021
Participate in bi-weekly project management meetings	10/28/2020	9/30/2022
Contracting		
Execute contracts with subcontractors to disburse grant funding	1/1/2020	12/1/2020
Finalize reporting requirements with OMH and OAGM and submit reporting items as required throughout grant period	9/1/2020	9/30/2022
Establish Evaluation Infrastructure		
Create Evaluation Plan	12/1/2020	12/31/2020
Review proposed intervention and modifications and conduct power analysis	12/1/2020	12/31/2020
Work with partners to refine intervention, approach, and Evaluation Plan, data collection plan and tools as needed to finalize Evaluation Plan	12/1/2020	12/31/2020
Disseminate data collection plan and tools to partners	12/1/2020	12/31/2020
Collect data and complete analyses according to Evaluation Plan	1/31/2020	9/30/2022
Design and Implement Intervention Modifications – Maternal Interventions (2 total)		
Complete Health Disparities Profile, working with OHS	11/1/2020	12/31/2020
Collect data on clients according to project management and evaluation needs	1/1/2021	9/30/2022
Report data according to project management, evaluation, and grant reporting schedule	2/1/2021	9/30/2022
Staff complete human-centered design training (IDEO-U)	12/1/2020	13/31/2020
Design and Implement Intervention Modifications u– Nutrition Intervention (1 total)		

Modify existing nutrition services, materials, and strategies to be more client-focused	1/1/2021	2/28/2021
Test modifications and refine existing materials	2/1/2021	3/15/2021
Create workflow and data collection/reporting process regarding food insecurity screening for providers in Tribal Health Services Launch technology platform	12/1/2020 2/1/2021	12/15/2020 9/30/2022
Implement food insecurity screening Create workflow and data collection/reporting process regarding food insecurity screening for providers in Tribal Health Services	12/16/2020 12/1/2020	9/30/2022 12/15/2020
Identify local farm stand vendors to participate in Farm Food Rx program Implement food insecurity screening	12/1/2020 12/16/2020	12/1/2020 9/30/2022
Report data according to project management, evaluation, and grant reporting schedule Collect data on clients according to project management and evaluation needs	2/1/2021 1/1/2021	9/30/2022 9/30/2022
Report data according to project management, evaluation, and grant reporting schedule	2/1/2021	9/30/2022

**SECTION 6
COST AND SCHEDULE OF PAYMENTS**

6.1. Payment Provisions

- A. The STATE shall pay the CONTRACTOR up to, but not to exceed, \$77,000.00 to cover staff costs and other expenses associated with actively participating in the technical assistance process and associated outputs as detailed in **Section 5**.
- B. The CONTRACTOR shall be responsible for completing the scope of work detailed in Section 5 within the not to exceed amount. If the not to exceed amount is reached prior to the end of the contract term and completion of all deliverables, the CONTRACTOR shall remain responsible for completing the Scope of Work within the contract period.
- C. The STATE shall evaluate the CONTRACTOR’s success in achieving the objectives and deliverables contained in this contract.
- D. The CONTRACTOR shall bill employed staff according to the salary and FTE schedule provided in **Table 4**.
- E. The State shall reimburse the CONTRACTOR for all approved expenses within 30 days of submission of the invoice with acceptable documentation

6.2. Invoicing Provisions

- A. Detailed invoices shall be **prepared and submitted monthly to ohs.fiscal@ct.gov by the 15th day of every month** by the CONTRACTOR. Invoices shall, at a minimum, include the CONTRACTOR name, the Contract Number, the CONTRACTOR’s Federal Employer Identification Number, the billing period, and an itemization of direct expenses by line item.
- B. Monthly invoices for personnel and fringe shall include the name and title of the individual and the total cost of that individual's work during the billing period.
- C. Monthly invoices for services for each subcontractor shall include:
 - Name and title
 - Dates worked
 - Number of hours for the month
 - Contracted hourly rate
 - Total cost for the work during the billing period
- D. The CONTRACTOR shall submit within 30 days of the end of the project period all outstanding invoices as specified above. The STATE shall review and take action within 30 days.

6.3. Budget

Table 2: Budget Summary

Category	Amount
Personnel	\$ 42,000.00
Contractuals	\$ 35,000.00
Total	\$ 77,000.00

Table 3: Personnel

Name	Title	Hourly Rate	# of Hours	Total Cost
Mark Abraham	Executive Director	\$ 140.00	125.00	\$ 17,500.00
Kelly Davila	Senior Research Associate	\$ 140.00	125.00	\$ 17,500.00

Camille Seaberry	Senior Research Associate	\$ 140.00	50.00	\$ 7,000.00
Total				\$ 42,000.00

Table 4: Contractuals

Name	Title	Hourly Rate	# of Hours	Total Cost
Yale School of Medicine’s Equity, Research and Innovation Center				
Marcella Nunez-Smith	Director	140.00	40.00	\$ 5,600.00
Carole Oladele	Associate Professor	140.00	70.00	\$ 9,800.00
Tara Rizzo	Deputy Director	140.00	70.00	\$ 9,800.00
Karen Wang	Assistant Professor	140.00	70.00	\$ 9,800.00
Total				\$ 35,000.00

Mark Abraham, Executive Director, Data Haven will be the Lead Project Manager for this project and will provide management and support for Data Haven staff and oversight of subcontractor including data analysis and validation, statistical testing, staff training, informatics design, Health Disparities Profiles, language translation, facilitation services and final reporting and presentations.

Kelly Davila, Senior Research Associate, Data Haven, will assist with the data analysis and validation, statistical testing, staff training, informatics design and Health Disparities Profiles with subcontractor

Camille Seabury, Senior Research Associate, Data Haven, will assist with the Health Disparities Profiles working with subcontractor.

Subcontractor Yale School of Medicine’s Equity, Research and Innovation Center:

- Dr. Marcella Nunez-Smith, Director, Yale School of Medicine’s Equity, Research and Innovation Center – CLAS inclusion
- Tara Rizzo, Deputy Director, Yale School of Medicine’s Equity Research and Innovation Center will provide assistance with the Health Disparities Profiles and CLAS inclusion.
- Carol Odadele, Assistant Professor, Yale School of Medicine’s Equity Research and Innovation Center will provide assistance with data analysis and validation, statistical testing, staff training, and informatics design.
- Karen Wang, Assistant Professor, Yale School of Medicine’s Equity Research and Innovation Center will provide assistance with data analysis and validation, statistical testing, staff training, and informatics design,

6.4. Reporting

- A. Quarterly Project Performance Process and Outcome Data Reporting for the project listed above in Section 5 shall be in the format set forth in Exhibit 1 and must include:
1. Description of accomplishments and progress toward program purpose/strategies/interventions
 2. Summarize the status of the project’s staffing situation
 3. Describe the role and activities of each partnering organization
 4. Describe accomplishments, current or anticipated problems, changes and progress on the evaluation plan

B. The Quarterly Progress Report is used to review grantee progress made during the reporting period in planning and conducting project interventions, evaluating the effectiveness of such interventions, and meeting project and Project objectives, as well as to keep abreast of managerial and other project matters related to the grant. Such narrative progress reports are carefully considered relative to plans for future funding.

Quarterly Reporting Dates due 15 days after the end of each Quarter. OHS will submit Quarterly Reports to OMH 30 days after the end of each Quarter.

Table 5: Schedule for Quarterly Progress Reports

Quarterly Reporting Period	Due Date
10/01/2020 – 12/31/2020	01/15/2021
01/01/2021 – 03/31/2021	04/15/2021
04/01/2021 – 06/30/2021	07/15/2021
07/01/2021 – 09/30/2021	10/15/2021
10/01/2021 – 12/31/2021	01/15/2022
01/01/2022 – 03/31/2022	04/15/2022
04/01/2022 – 06/30/2022	07/15/2022
07/01/2022 – 09/30/2022	10/15/2022

Final Project Report Due 60 days after the end date of the grant. OHS must submit Final Project Report 90 Days after the end date of the grant. A template for the final report will be provided by OHS.

SECTION 7 OTHER TERMS & CONDITIONS

The CONTRACTOR shall comply with the following terms and conditions. This section refers to the CONTRACTOR as the "CONTRACTOR."

- A. Definitions.** Unless otherwise indicated, the following terms shall have the following corresponding definitions:
1. **"Bid"** shall mean a bid submitted in response to a solicitation.
 2. **"Breach"** shall mean a party's failure to perform some contracted-for or agreed-upon act, or his failure to comply with a duty imposed by law which is owed to another or to society.
 3. **"Cancellation"** shall mean an end to the Contract affected pursuant to a right which the Contract creates due to a Breach.
 4. **"Claims"** shall mean all actions, suits, claims, demands, investigations and proceedings of any kind, open, pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum.
 5. **"Client"** shall mean a recipient of the Contractor's Services.
 6. **"Contract"** shall mean this agreement, as of its effective date, between the Contractor and the State for Services.
 7. **"Contractor Parties"** shall mean a Contractor's members, directors, officers, shareholders, partners, managers, principal officers, representatives, agents, servants, consultants, employees or any one of them or any other person or entity with whom the Contractor is in privity of oral or written contract (e.g. subcontractor) and the Contractor intends for such other person or entity to perform under the Contract in any capacity. For the purpose of this Contract, vendors of support services not otherwise known as human service providers or educators (e.g., lawn care) shall not be considered subcontractors, unless such activity is considered part of a training, vocational or educational program.
 8. **"Data"** shall mean all results, technical information and materials developed and/or obtained in the performance of the Services hereunder, including but not limited to all reports, survey and evaluation tools, surveys and evaluations, plans, charts, recordings (video and/or sound), pictures, curricula, electronically prepared presentations, public awareness or prevention campaign materials, drawings, analyses, graphic representations, computer programs and printouts, notes and memoranda, and documents, whether finished or unfinished, which result from or are prepared in connection with the Services performed hereunder.
 9. **"Day"** shall mean all calendar days, other than Saturdays, Sundays and days designated as national or State of Connecticut holidays upon which banks in Connecticut are closed.
 10. **"Expiration"** shall mean an end to the Contract due to the completion in full of the mutual performances of the parties or due to the Contract's term being completed.
 11. **"Force Majeure"** shall mean events that materially affect the Services or the time schedule within which to perform and are outside the control of the party asserting that such an event has occurred, including, but not limited to, labor troubles unrelated to the Contractor, failure of or inadequate permanent power, unavoidable casualties, fire not caused by the Contractor, extraordinary weather conditions, disasters, riots, acts of God, insurrection or war.
 12. **"Personal Information"** shall mean any name, number or other information that may be used, alone or in conjunction with any other information, to identify a specific individual including, but not limited to, such individual's name, date of birth, mother's maiden name, motor vehicle operator's license number, Social Security number, employee identification number, employer or taxpayer identification number, alien registration number, government passport number, health insurance identification number, demand deposit account number, savings account number, credit card number, debit card number or unique biometric data such as fingerprint, voice print, retina or iris image, or other unique physical representation. Without limiting the foregoing, Personal Information shall also include any information regarding clients that OHS classifies as "confidential" or "restricted." Personal Information shall not

include information that may be lawfully obtained from publicly available sources or from federal, state, or local government records which are lawfully made available to the general public.

13. **“Personal Information Breach”** shall mean an instance where an unauthorized person or entity accesses Personal Information in any manner, including but not limited to the following occurrences: (1) any Personal Information that is not encrypted or protected is misplaced, lost, stolen or in any way compromised; (2) one or more third parties have had access to or taken control or possession of any Personal Information that is not encrypted or protected without prior written authorization from the State; (3) the unauthorized acquisition of encrypted or protected Personal Information together with the confidential process or key that is capable of compromising the integrity of the Personal Information; or (4) if there is a substantial risk of identity theft or fraud to the client, the Contractor, the OHS or State.
14. **“Records”** shall mean all working papers and such other information and materials as may have been accumulated and/or produced by the Contractor in performing the Contract, including but not limited to, documents, data, plans, books, computations, drawings, specifications, notes, reports, records, estimates, summaries and correspondence, kept or stored in any form.
15. **“Services”** shall mean the performance of Services as stated in Section 5 of this Contract.
16. **“State”** shall mean the State of Connecticut, including any agency, office, department, board, council, commission, institution or other executive branch agency of State Government.
17. **“Termination”** shall mean an end to the Contract affected pursuant to a right which the Contract creates, other than for a Breach.

B. Client-Related Safeguards.

1. Inspection of Work Performed.

- (a) OHS its authorized representative shall at all times have the right to enter into the Contractor or Contractor Parties’ premises, or such other places where duties under the Contract are being performed, to inspect, to monitor or to evaluate the work being performed in accordance with Conn. Gen. Stat. § 4e-29 to ensure compliance with this Contract. The Contractor and all subcontractors must provide all reasonable facilities and assistance to OHS representatives. All inspections and evaluations shall be performed in such a manner as will not unduly delay work. The Contractor shall disclose information on clients, applicants and their families as requested unless otherwise prohibited by federal or state law. Written evaluations pursuant to this Section shall be made available to the Contractor.
- (b) The Contractor must incorporate this section verbatim into any Contract it enters into with any subcontractor providing services under this Contract.

2. Safeguarding Client Information. OHS and the Contractor shall safeguard the use, publication and disclosure of information on all applicants for and all Clients who receive Services under this Contract with all applicable federal and state law concerning confidentiality and as may be further provided under the Contract.

3. Reporting of Client Abuse or Neglect. The Contractor shall comply with all reporting requirements relative to Client abuse and neglect, including but not limited to requirements as specified in C.G.S.§§ 17a-101 through 103, 19a-216, 46b-120 (related to children); C.G.S.§ 46a-11b (relative to persons with intellectual disability); and C.G.S.§ 17b-407 (relative to elderly persons).

4. Background Checks. The State may require that the Contractor and Contractor Parties undergo criminal background checks as provided for in the State of Connecticut Department of Public Safety Administration and Operations Manual or such other State document as governs procedures for background checks. The Contractor and Contractor Parties shall cooperate fully as necessary or reasonably requested with the State and its agents in connection with such background checks

C. Contractor Obligations.

1. **Cost Standards.** The Contractor and funding state agency shall comply with the Cost Standards issued by OPM, as may be amended from time to time. The Cost Standards are published by OPM on the Web at http://ct.gov/opm/fin/cost_standards.
2. **Credits and Rights in Data.** Unless expressly waived in writing by OHS, all Records and publications intended for public distribution during or resulting from the performances of this Contract shall include a statement acknowledging the financial support of the State and OHS and, where applicable, the federal government. All such publications shall be released in conformance with applicable federal and state law and all regulations regarding confidentiality. Any liability arising from such a release by the Contractor shall be the sole

responsibility of the Contractor and the Contractor shall indemnify and hold harmless OHS, unless OHS or its agents co-authored said publication and said release is done with the prior written approval of OHS's Head. All publications shall contain the following statement: "This publication does not express the views of the [insert Agency name] or the State of Connecticut. The views and opinions expressed are those of the authors." Neither the Contractor nor any of its agents shall copyright Data and information obtained under this Contract, unless expressly previously authorized in writing by OHS. OHS shall have the right to publish, duplicate, use and disclose all such Data in any manner, and may authorize others to do so. OHS may copyright any Data without prior Notice to the Contractor. The Contractor does not assume any responsibility for the use, publication or disclosure solely by OHS of such Data.

3. Organizational Information, Conflict of Interest, IRS Form 990. During the term of this Contract and for the one hundred eighty (180) days following its date of Termination and/or Cancellation, the Contractor shall upon OHS's request provide copies of the following documents within ten (10) Days after receipt of the request:

- (a) its most recent IRS Form 990 submitted to the Internal Revenue Service, and
- (b) its most recent Annual Report filed with the Connecticut Secretary of the State's Office or such other information that OHS deems appropriate with respect to the organization and affiliation of the Contractor and related entities.

This provision shall continue to be binding upon the Contractor for one hundred and eighty (180) Days following the termination or cancellation of the Contract.

4. Federal Funds.

- (a) The Contractor shall comply with requirements relating to the receipt or use of federal funds.
- (b) The Contractor acknowledges that OHS has established a policy, as mandated by section 6032 of the Deficit Reduction Act (DRA) of 2005, P.L. 109-171, that provides detailed information about the Federal False Claims Act, 31 U.S.C. §§ 3729-3733, and other laws supporting the detection and prevention of fraud and abuse.
 - (1) Contractor acknowledges that it has received a copy of said policy and shall comply with its terms, as amended, and with all applicable state and federal laws, regulations and rules. Contractor shall provide said policy to subcontractors and shall require compliance with the terms of the policy. Failure to abide by the terms of the policy, as determined by OHS, shall constitute a Breach of this Contract and may result in cancellation or termination of this Contract.
 - (2) This section applies if, under this Contract, the Contractor or Contractor Parties furnishes, or otherwise authorizes the furnishing of health care items or services, performs billing or coding functions, or is involved in monitoring of health care provided by OHS.
- (c) Contractor represents that it is not excluded, debarred, suspended or otherwise ineligible to participate in federal health care programs.
- (d) Contractor shall not, for purposes of performing the Contract with OHS, knowingly employ or contract with, with or without compensation: (A) any individual or entity listed by a federal agency as excluded, debarred, suspended or otherwise ineligible to participate in federal health care programs; or (B) any person or entity who is excluded from contracting with the State of Connecticut or the federal government (as reflected in the General Services Administration List of Parties Excluded from Federal Procurement and Non-Procurement Programs, Department of Health and Human Services, Office of Inspector General (HHS/OIG) Excluded Parties list and the Office of Foreign Assets Control (OFAC) list of Specially Designated Nationals and Blocked Persons List). Contractor shall immediately notify OHS should it become subject to an investigation or inquiry involving items or services reimbursable under a federal health care program or be listed as ineligible for participation in or to perform Services in connection with such program. OHS may cancel or terminate this Contract immediately if at any point the Contractor, subcontractor or any of their employees are sanctioned, suspended, excluded from or otherwise become ineligible to participate in federal health care programs.

5. Audit Requirements.

- (a) The State Auditors of Public Accounts shall have access to all Records for the fiscal year(s) in which the award was made. The Contractor shall provide for an annual financial audit acceptable to OHS for any

- expenditure of state-awarded funds made by the Contractor. Such audit shall include management letters and audit recommendations. The Contractor shall comply with federal and state single audit standards as applicable.
- (b) The Contractor shall make all of its and the Contractor Parties' Records available at all reasonable hours for audit and inspection by the State, including, but not limited to, OHS, the Connecticut Auditors of Public Accounts, Attorney General and State's Attorney and their respective agents. Requests for any audit or inspection shall be in writing, at least ten (10) days prior to the requested date. All audits and inspections shall be at the requester's expense. The State may request an audit or inspection at any time during the Contract term and for three (3) years after Termination, Cancellation or Expiration of the Contract. The Contractor shall cooperate fully with the State and its agents in connection with an audit or inspection. Following any audit or inspection, the State may conduct and the Contractor shall cooperate with an exit conference.
 - (c) For purposes of this subsection as it relates to State grants, the word "Contractor" shall be read to mean "nonstate entity," as that term is defined in C.G.S. § 4-230.
 - (d) The Contractor must incorporate this section verbatim into any Contract it enters into with any subcontractor providing services under this Contract.
- 6. Related Party Transactions.** The Contractor shall report all related party transactions, as defined in this section, to OHS on an annual basis in the appropriate fiscal report as specified in Part I of this Contract. "Related party" means a person or organization related through marriage, ability to control, ownership, family or business association. Past exercise of influence or control need not be shown, only the potential or ability to directly or indirectly exercise influence or control. "Related party transactions" between a Contractor or Contractor Party and a related party include, but are not limited to:
- (a) Real estate sales or leases;
 - (b) leases for equipment, vehicles or household furnishings;
 - (c) Mortgages, loans and working capital loans; and
 - (d) Contracts for management, consultant and professional services as well as for materials, supplies and other services purchased by the Contractor or Contractor Party.
- 7. Suspension or Debarment.** In addition to the representations and requirements set forth in Section D.4:
- (a) The Contractor certifies for itself and Contractor Parties involved in the administration of federal or state funds that they:
 - (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any governmental agency (federal, state or local);
 - (2) within a three year period preceding the effective date of this Contract, have not been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract under a public transaction; for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the above offenses; and
 - (4) Have not within a three-year period preceding the effective date of this Contract had one or more public transactions terminated for cause or fault.
 - (b) Any change in the above status shall be immediately reported to OHS.
- 8. Liaison.** Each Party shall designate a liaison to facilitate a cooperative working relationship between the Contractor and OHS in the performance and administration of this Contract.
- 9. Subcontracts.** No Contractor Party shall acquire any direct right of payment from OHS by virtue of this section or any other section of this Contract. The use of Contractor Parties shall not relieve the Contractor of any responsibility or liability under this Contract. The Contractor shall make available copies of all subcontracts to OHS upon request.
- 10. Independent Capacity of Contractor.** The Contractor and Contractor Parties shall act in an independent capacity and not as officers or employees of the State of Connecticut or of OHS.
- 11. Indemnification.**

- (a) The Contractor shall indemnify, defend and hold harmless the State of Connecticut and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all:
 - (1) claims arising directly or indirectly, in connection with the Contract, including the acts of commission or omission (collectively the "Acts") of the Contractor or Contractor Parties; and
 - (2) liabilities, damages, losses, costs and expenses, including but not limited to attorneys' and other professionals' fees, arising, directly or indirectly, in connection with Claims, Acts or the Contract. The Contractor shall use counsel reasonably acceptable to the State in carrying out its indemnification and hold-harmless obligations under this Contract. The Contractor's obligations under this section to indemnify, defend and hold harmless against Claims includes Claims concerning confidentiality of any part of or all of the bid or any records, and intellectual property rights, other propriety rights of any person or entity, copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the performance of the Contract.
 - (b) The Contractor shall reimburse the State for any and all damages to the real or personal property of the State caused by the Acts of the Contractor or any Contractor Parties. The State shall give the Contractor reasonable notice of any such Claims.
 - (c) The Contractor's duties under this Section shall remain fully in effect and binding in accordance with the terms and conditions of the Contract, without being lessened or compromised in any way, even where the Contractor is alleged or is found to have merely contributed in part to the Acts giving rise to the Claims and/or where the State is alleged or is found to have contributed to the Acts giving rise to the Claims.
 - (d) The Contractor shall carry and maintain at all times during the term of the Contract, and during the time that any sections survive the term of the Contract, sufficient general liability insurance to satisfy its obligations under this Contract. The Contractor shall name the State as an additional insured on the policy and shall provide a copy of the policy to OHS prior to the effective date of the Contract. The Contractor shall not begin performance until the delivery of the policy to OHS.
 - (e) The rights provided in this section for the benefit of the State shall encompass the recovery of attorneys' and other professionals' fees expended in pursuing a Claim against a third party.
 - (f) This section shall survive the Termination, Cancellation or Expiration of the Contract, and shall not be limited by reason of any insurance coverage.
- 12. Insurance.** Before commencing performance, OHS may require the Contractor to obtain and maintain specified insurance coverage. In the absence of specific OHS requirements, the Contractor shall obtain and maintain the following insurance coverage at its own cost and expense for the duration of the Contract:
- (a) Commercial General Liability. \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Contractual Liability, and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the services to be performed under this Contract or the general aggregate limit shall be twice the occurrence limit;
 - (b) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury. Coverage extends to owned, hired and non-owned automobiles. If the vendor/contractor does not own an automobile, but one is used in the execution of this Contract, then only hired and non-owned coverage is required. If a vehicle is not used in the execution of this Contract then automobile coverage is not required.
 - (c) Professional Liability. \$1,000,000 limit of liability, if applicable; and/or
 - (d) Workers' Compensation and Employers Liability. Statutory coverage in compliance with the Compensation laws of the State of Connecticut. Coverage shall include Employer's Liability with minimum limits of \$100,000 each accident, \$500,000 Disease – Policy limit, \$100,000 each employee.
- 13. Choice of Law/Choice of Forum, Settlement of Disputes, Claims Against the State.**
- (a) The Contract shall be deemed to have been made in the City of Hartford, State of Connecticut. Both Parties agree that it is fair and reasonable for the validity and construction of the Contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to

- its principles of conflicts of laws. To the extent that any immunities provided by federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Contractor waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.
- (b) Any dispute concerning the interpretation or application of this Contract shall be decided by OHS's Head or his/her designee whose decision shall be final, subject to any rights the Contractor may have pursuant to state law. In appealing a dispute to OHS's Head pursuant to this section, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final resolution of a dispute, the Contractor and OHS shall proceed diligently with the performance of the Contract.
- (c) The Contractor agrees that the sole and exclusive means for the presentation of any claim against the State arising from this Contract shall be in accordance with Title 4, Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate legal proceedings, except as authorized by that Chapter, in any state or federal court in addition to or in lieu of said Chapter 53 proceedings.
- 14. Compliance with Law and Policy, Facility Standards and Licensing.** Contractor shall comply with all:
- (a) pertinent local, state and federal laws and regulations as well as OHS policies and procedures applicable to contractor's programs as specified in this Contract. OHS shall notify the Contractor of any applicable new or revised laws, regulations, policies or procedures which OHS has responsibility to promulgate or enforce; and
- (b) applicable local, state and federal licensing, zoning, building, health, fire and safety regulations or ordinances, as well as standards and criteria of pertinent state and federal authorities. Unless otherwise provided by law, the Contractor is not relieved of compliance while formally contesting the authority to require such standards, regulations, statutes, ordinance or criteria.
- 15. Representations and Warranties.** Contractor shall:
- (a) perform fully under the Contract;
- (b) pay for and/or secure all permits, licenses and fees and give all required or appropriate notices with respect to the provision of Services as described in Part I of this Contract; and
- (c) adhere to all contractual sections ensuring the confidentiality of all Records that the Contractor has access to and are exempt from disclosure under the State's Freedom of Information Act or other applicable law.
- 16. Reports.** The Contractor shall provide OHS with such statistical, financial and programmatic information necessary to monitor and evaluate compliance with the Contract. All requests for such information shall comply with all applicable state and federal confidentiality laws. The Contractor shall provide OHS with such reports as OHS requests as required by this Contract.
- 17. Delinquent Reports.** The Contractor shall submit required reports by the designated due dates as identified in this Contract. After notice to the Contractor and an opportunity for a meeting with an OHS representative, OHS reserves the right to withhold payments for services performed under this Contract if OHS has not received acceptable progress reports, expenditure reports, refunds, and/or audits as required by this Contract or previous contracts for similar or equivalent services the Contractor has entered into with OHS. This section shall survive any Termination of the Contract or the Expiration of its term.
- 18. Record Keeping and Access.** The Contractor shall maintain books, Records, documents, program and individual service records and other evidence of its accounting and billing procedures and primary care practices which sufficiently and properly reflect all direct and indirect costs of any nature incurred in the performance of this Contract. These Records shall be subject at all reasonable times to monitoring, inspection, review or audit by authorized employees or agents of the State or, where applicable, federal agencies. The Contractor shall retain all such Records concerning this Contract for a period of three (3) years after the completion and submission to the State of the Contractor's annual financial audit.

19. Protection of Personal Information.

- (a) Contractor and Contractor Parties, at their own expense, have a duty to and shall protect from a Personal Information Breach any and all Personal Information which they come to possess or control, wherever and however stored or maintained, in a commercially reasonable manner in accordance with current industry standards.
- (b) Each Contractor or Contractor Party shall implement and maintain a comprehensive data security program for the protection of Personal Information. The safeguards contained in such program shall be consistent with and comply with the safeguards for protection of Personal Information, and information of a similar character, as set forth in all applicable federal and state law and written policy of the Department or State concerning the confidentiality of Personal Information. Such data-security program shall include, but not be limited to, the following:
 - (1) A security policy for employees related to the storage, access and transportation of data containing Personal Information;
 - (2) Reasonable restrictions on access to records containing Personal Information, including access to any locked storage where such records are kept;
 - (3) A process for reviewing policies and security measures at least annually;
 - (4) Creating secure access controls to Personal Information, including but not limited to passwords; and
 - (5) Encrypting of Personal Information that is stored on laptops, portable devices or being transmitted electronically.
- (c) The Contractor and Contractor Parties shall notify OHS and the Connecticut Office of the Attorney General as soon as practical, but no later than twenty-four (24) hours, after they become aware of or suspect that any Personal Information which Contractor or Contractor Parties possess or control has been subject to a Personal Information Breach. If a Personal Information Breach has occurred, the Contractor shall, within three (3) business days after the notification, present a credit monitoring and protection plan to the Commissioner of Administrative Services, OHS and the Connecticut Office of the Attorney General, for review and approval. Such credit monitoring or protection plan shall be made available by the Contractor at its own cost and expense to all individuals affected by the Personal Information Breach. Such credit monitoring or protection plan shall include, but is not limited to reimbursement for the cost of placing and lifting one (1) security freeze per credit file pursuant to Connecticut General Statutes § 36a-701a. Such credit monitoring or protection plans shall be approved by the State in accordance with this Section and shall cover a length of time commensurate with the circumstances of the Personal Information Breach. The Contractors' costs and expenses for the credit monitoring and protection plan shall not be recoverable from OHS, any State of Connecticut entity or any affected individuals.
- (d) The Contractor shall incorporate the requirements of this Section in all subcontracts requiring each Contractor Party to safeguard Personal Information in the same manner as provided for in this Section.
- (e) Nothing in this Section shall supersede in any manner Contractor's or Contractor Party's obligations pursuant to HIPAA or the provisions of this Contract concerning the obligations of the Contractor as a Business Associate of OHS.

21. Litigation.

- (a) The Contractor shall require that all Contractor Parties, as appropriate, disclose to the Contractor, to the best of their knowledge, any Claims involving the Contractor Parties that might reasonably be expected to materially adversely affect their businesses, operations, assets, properties, financial stability, business prospects or ability to perform fully under the Contract, no later than ten (10) days after becoming aware or after they should have become aware of any such Claims. Disclosure shall be in writing.
- (b) The Contractor shall provide written Notice to OHS of any final decision by any tribunal or state or federal agency or court which is adverse to the Contractor or which results in a settlement, compromise or claim or agreement of any kind for any action or proceeding brought against the Contractor or its employee or agent under the Americans with Disabilities Act of 1990 as revised or amended from time

to time, Executive Orders Nos. 3 & 17 of Governor Thomas J. Meskill and any other requirements of federal or state law concerning equal employment opportunities or nondiscriminatory practices.

- 22. Sovereign Immunity.** The Contractor and Contractor Parties acknowledge and agree that nothing in the Contract, or the solicitation leading up to the Contract, shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of the Contract. To the extent that this Section conflicts with any other Section, this Section shall govern.

D. Changes to the Contract, Termination, Cancellation and Expiration.

1. Contract Amendment.

- (a) No amendment to or modification or other alteration of this Contract shall be valid or binding upon the parties unless made in writing, signed by the parties and, if applicable, approved by the Connecticut Office of the Attorney General.
- (b) OHS may amend this Contract to reduce the contracted amount of compensation if:
 - (1) the total amount budgeted by the State for the operation of OHS or Services provided under the program is reduced or made unavailable in any way; or
 - (2) federal funding reduction results in reallocation of funds within OHS.
- (c) If OHS decides to reduce the compensation, OHS shall send written Notice to the Contractor. Within twenty (20) Days of the Contractor's receipt of the Notice, the Contractor and OHS shall negotiate the implementation of the reduction of compensation unless the parties mutually agree that such negotiations would be futile. If the parties fail to negotiate an implementation schedule, then OHS may terminate the Contract effective no earlier than sixty (60) Days from the date that the Contractor receives written notification of Termination and the date that work under this Contract shall cease.

2. Contractor Changes and Assignment.

- (a) The Contractor shall notify OHS in writing:
 - (1) at least ninety (90) days prior to the effective date of any fundamental changes in the Contractor's corporate status, including merger, acquisition, transfer of assets, and any change in fiduciary responsibility;
 - (2) no later than ten (10) days from the effective date of any change in:
 - (A) its certificate of incorporation or other organizational document;
 - (B) more than a controlling interest in the ownership of the Contractor; or
 - (C) the individual(s) in charge of the performance.
- (b) No such change shall relieve the Contractor of any responsibility for the accuracy and completeness of the performance. OHS, after receiving written Notice from the Contractor of any such change, may require such contracts, releases and other instruments evidencing, to OHS's satisfaction, that any individuals retiring or otherwise separating from the Contractor have been compensated in full or that allowance has been made for compensation in full, for all work performed under terms of the Contract. The Contractor shall deliver such documents to OHS in accordance with the terms of OHS's written request. OHS may also require, and the Contractor shall deliver, a financial statement showing that solvency of the Contractor is maintained. The death of any Contractor Party, as applicable, shall not release the Contractor from the obligation to perform under the Contract; the surviving Contractor Parties, as appropriate, must continue to perform under the Contract until performance is fully completed.
- (c) Assignment. The Contractor shall not assign any of its rights or obligations under the Contract, voluntarily or otherwise, in any manner without the prior written consent of OHS.
 - (1) The Contractor shall comply with requests for documentation deemed to be appropriate by OHS in considering whether to consent to such assignment.
 - (2) OHS shall notify the Contractor of its decision no later than forty-five (45) Days from the date OHS receives all requested documentation.
 - (3) OHS may void any assignment made without OHS's consent and deem such assignment to be in violation of this Section and to be in Breach of the Contract. Any cancellation of this Contract by OHS for a Breach shall be without prejudice to OHS's or the State's rights or possible claims against the Contractor.

3. Breach.

- (a) If either party Breaches this Contract in any respect, the non-breaching party shall provide written notice of the Breach to the breaching party and afford the breaching party an opportunity to cure within ten (10) Days from the date that the breaching party receives the notice. In the case of a Contractor Breach, OHS may modify the ten (10) day cure period in the notice of Breach. The right to cure period shall be extended if the non-breaching party is satisfied that the breaching party is making a good faith effort to cure, but the nature of the Breach is such that it cannot be cured within the right to cure period. The Notice may include an effective Contract cancellation date if the Breach is not cured by the stated date and, unless otherwise modified by the non-breaching party in writing prior to the cancellation date, no further action shall be required of any party to effect the cancellation as of the stated date. If the notice does not set forth an effective Contract cancellation date, then the non-breaching party may cancel the Contract by giving the breaching party no less than twenty four (24) hours' prior written Notice after the expiration of the cure period.
- (b) If OHS believes that the Contractor has not performed according to the Contract, OHS may:
 - (1) temporarily discontinue all or part of the Services to be provided under the Contract;
 - (2) permanently discontinue part of the Services to be provided under the Contract;
 - (3) assign appropriate State personnel to provide contracted for Services to assure continued performance under the Contract until such time as the contractual Breach has been corrected to the satisfaction of OHS;
 - (4) require that contract funding be used to enter into a subcontract with a person or persons designated by OHS in order to bring the program into contractual compliance;
 - (5) take such other actions of any nature whatsoever as may be deemed appropriate for the best interests of the State or the program(s) provided under this Contract or both; or
 - (6) any combination of the above actions.
- (c) The Contractor shall return all unexpended funds to OHS no later than thirty (30) calendar days after the Contractor receives a demand from OHS.
- (d) In addition to the rights and remedies granted to OHS by this Contract, OHS shall have all other rights and remedies granted to it by law in the event of Breach of or default by the Contractor under the terms of this Contract.
- (e) The action of OHS shall be considered final. If at any step in this process the Contractor fails to comply with the procedure and, as applicable, the mutually agreed plan of correction, OHS may proceed with Breach remedies as listed under this section.

4. Non-enforcement Not to Constitute Waiver. No waiver of any Breach of the Contract shall be interpreted or deemed to be a waiver of any other or subsequent Breach. All remedies afforded in the Contract shall be taken and construed as cumulative, that is, in addition to every other remedy provided in the Contract or at law or in equity. A party's failure to insist on strict performance of any section of the Contract shall only be deemed to be a waiver of rights and remedies concerning that specific instance of performance and shall not be deemed to be a waiver of any subsequent rights, remedies or Breach.

5. Suspension. If OHS determines in its sole discretion that the health and welfare of the Clients or public safety is being adversely affected, OHS may immediately suspend in whole or in part the Contract without prior notice and take any action that it deems to be necessary or appropriate for the benefit of the Clients. OHS shall notify the Contractor of the specific reasons for taking such action in writing within five (5) Days of immediate suspension. Within five (5) Days of receipt of this notice, the Contractor may request in writing a meeting with OHS Head or designee. Any such meeting shall be held within five (5) Days of the written request, or such later time as is mutually agreeable to the parties. At the meeting, the Contractor shall be given an opportunity to present information on why OHS's actions should be reversed or modified. Within five (5) Days of such meeting, OHS shall notify the Contractor in writing of his/her decision upholding, reversing or modifying the action of OHS head or designee. This action of OHS head or designee shall be considered final.

6. Ending the Contractual Relationship.

- (a) This Contract shall remain in full force and effect for the duration of its entire term or until such time as it is terminated earlier by either party or cancelled. Either party may terminate this contract by

providing at least sixty (60) days prior written notice pursuant to the Notice requirements of this Contract.

- (b) OHS may immediately terminate the Contract in whole or in part whenever OHS makes a determination that such termination is in the best interest of the State. Notwithstanding Section 6.D.2, OHS may immediately terminate or cancel this Contract in the event that the Contractor or any subcontractors becomes financially unstable to the point of threatening its ability to conduct the services required under this Contract, ceases to conduct business in the normal course, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or its assets.
- (c) OHS shall notify the Contractor in writing of Termination pursuant to subsection (b) above, which shall specify the effective date of termination and the extent to which the Contractor must complete or immediately cease performance. Such Notice of Termination shall be sent in accordance with the Notice provision contained in Section 4 of this Contract. Upon receiving the Notice from OHS, the Contractor shall immediately discontinue all Services affected in accordance with the Notice, undertake all reasonable and necessary efforts to mitigate any losses or damages, and deliver to OHS all Records as defined in Section 6.A.14, unless otherwise instructed by OHS in writing, and take all actions that are necessary or appropriate, or that OHS may reasonably direct, for the protection of Clients and preservation of any and all property. Such Records are deemed to be the property of OHS and the Contractor shall deliver them to OHS no later than thirty (30) days after the Termination of the Contract or fifteen (15) days after the Contractor receives a written request from OHS for the specified records whichever is less. The Contractor shall deliver those Records that exist in electronic, magnetic or other intangible form in a non-proprietary format, such as, but not limited to ASCII or .TXT.
- (d) OHS may terminate the Contract at any time without prior notice when the funding for the Contract is no longer available.
- (e) The Contractor shall deliver to OHS any deposits, prior payment, advance payment or down payment if the Contract is terminated by either party or cancelled within thirty (30) days after receiving demand from OHS. The Contractor shall return to OHS any funds not expended in accordance with the terms and conditions of the Contract and, if the Contractor fails to do so upon demand, OHS may recoup said funds from any future payments owing under this Contract or any other contract between the State and the Contractor. Allowable costs, as detailed in audit findings, incurred until the date of termination or cancellation for operation or transition of program(s) under this Contract shall not be subject to recoupment.

7. Transition after Termination or Expiration of Contract.

- (a) If this Contract is terminated for any reason, cancelled or it expires in accordance with its term, the Contractor shall do and perform all things which OHS determines to be necessary or appropriate to assist in the orderly transfer of Clients served under this Contract and shall assist in the orderly cessation of Services it performs under this Contract. In order to complete such transfer and wind down the performance, and only to the extent necessary or appropriate, if such activities are expected to take place beyond the stated end of the Contract term then the Contract shall be deemed to have been automatically extended by the mutual consent of the parties prior to its expiration without any affirmative act of either party, including executing an amendment to the Contract to extend the term, but only until the transfer and winding down are complete.
- (b) If this Contract is terminated, cancelled or not renewed, the Contractor shall return to OHS any equipment, deposits or down payments made or purchased with start-up funds or other funds specifically designated for such purpose under this Contract in accordance with the written instructions from OHS in accordance with the Notice provision of this Contract. Written instructions shall include, but not be limited to, a description of the equipment to be returned, where the equipment shall be returned to and who is responsible to pay for the delivery/shipping costs. Unless OHS specifies a shorter time frame in the letter of instructions, the Contractor shall affect the returns to OHS no later than sixty (60) days from the date that the Contractor receives Notice.

E. Statutory and Regulatory Compliance.

1. Health Insurance Portability and Accountability Act of 1996.

- (a) If the Contactor is a Business Associate under the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as noted in this Contract, the Contractor must comply with all terms and conditions of this Section of the Contract. If the Contractor is not a Business Associate under HIPAA, this Section of the Contract does not apply to the Contractor for this Contract.
- (b) The Contractor is required to safeguard the use, publication and disclosure of information on all applicants for, and all clients who receive, services under the Contract in accordance with all applicable federal and state law regarding confidentiality, which includes but is not limited to HIPAA, more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, and E; and
- (c) The State of Connecticut Agency named on page 1 of this Contract ("Agency" or "OHS") is a "covered entity" as that term is defined in 45 C.F.R. § 160.103; and
- (d) The Contractor is a "business associate" of OHS, as that term is defined in 45 C.F.R. § 160.103; and
- (e) The Contractor and OHS agree to the following in order to secure compliance with the HIPAA, the requirements of Subtitle D of the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), (Pub. L. 111-5, §§ 13400 to 13423), and more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, D and E ("collectively referred to herein as the "HIPAA Standards").
- (f) Definitions
 - (1) "Breach" shall have the same meaning as the term is defined in 45 C.F.R. § 164.402 and shall also include a use or disclosure of PHI that violates the HIPAA Standards.
 - (2) "Business Associate" shall mean the Contractor.
 - (3) "Covered Entity" shall mean OHS of the State of Connecticut named on page 1 of this Contract.
 - (4) "Designated Record Set" shall have the same meaning as the term "designated record set" in 45 C.F.R. § 164.501.
 - (5) "Electronic Health Record" shall have the same meaning as the term is defined in section 13400 of the HITECH Act (42 U.S.C. § 17921(5)).
 - (6) "Individual" shall have the same meaning as the term "individual" in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative as defined in 45 C.F.R. § 164.502(g).
 - (7) "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.
 - (8) "Protected Health Information" or "PHI" shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, and includes electronic PHI, as defined in 45 C.F.R. 160.103, limited to information created, maintained, transmitted or received by the Business Associate from or on behalf of the Covered Entity or from another Business Associate of the Covered Entity.
 - (9) "Required by Law" shall have the same meaning as the term "required by law" in 45 C.F.R. § 164.103.
 - (10) "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
 - (11) "More stringent" shall have the same meaning as the term "more stringent" in 45 C.F.R. § 160.202.
 - (12) "This Section of the Contract" refers to the HIPAA Provisions stated herein, in their entirety.
 - (13) "Security Incident" shall have the same meaning as the term "security incident" in 45 C.F.R. § 164.304.
 - (14) "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. part 160 and part 164, subpart A and C.
 - (15) "Unsecured protected health information" shall have the same meaning as the term as defined in 45 C.F.R. § 164.402 and the HIPAA Standards
- (g) Obligations and Activities of Business Associates.
 - (1) Business Associate agrees not to use or disclose PHI other than as permitted or required by this Section of the Contract or as Required by Law.

- (2) Business Associate agrees to use and maintain appropriate safeguards and comply with applicable HIPAA Standards with respect to all PHI and to prevent use or disclosure of PHI other than as provided for in this Section of the Contract and in accordance with HIPAA Standards.
- (3) Business Associate agrees to use administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of electronic protected health information that it creates, receives, maintains, or transmits on behalf of the Covered Entity.
- (4) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by Business Associate in violation of this Section of the Contract.
- (5) Business Associate agrees to report to Covered Entity any use or disclosure of PHI not provided for by this Section of the Contract or any security incident of which it becomes aware.
- (6) Business Associate agrees, in accordance with 45 C.F.R. §§ 502(e)(1)(ii) and 164.308(d)(2), if applicable, to insure that any subcontractors that create, receive, maintain or transmit protected health information on behalf of Business Associate, agree to the same restrictions, conditions, and requirements that apply to Business Associate with respect to such information.
- (7) Business Associate agrees to provide access (including inspection, obtaining a copy, or both), at the request of the Covered Entity, and in the time and manner agreed to by the parties, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524. Business Associate shall not charge any fees greater than the lesser of the amount charged by the Covered Entity to an Individual for such records; the amount permitted by state law, or Business Associate's actual cost of postage, labor and supplies for complying with this request.
- (8) Business Associate agrees to make any amendments to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 at the request of the Covered Entity, and in the time and manner agreed to by the parties.
- (9) Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created, maintained, transmitted or received by, Business Associate on behalf of Covered Entity, available to Covered Entity or to the Secretary in a time and manner agreed to by the parties or designated by the Secretary, for purposes of the Secretary investigating or determining Covered Entity's compliance with the HIPAA Standards.
- (10) Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.
- (11) Business Associate agrees to provide to Covered Entity, in a time and manner designated by the Covered Entity, information collected in accordance with subsection (g)(10) of this Section of the Contract, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder. Business Associate agrees at the Covered Entity's direction to provide an accounting of disclosures of PHI directly to an Individual in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.
- (12) Business Associate agrees to comply with any state or federal law that is more stringent than the Privacy Rule.
- (13) Business Associate agrees to comply with the requirements of the HITECH Act relating to privacy and security that are applicable to the Covered Entity and with the requirements of 45 C.F.R. §§ 164.504(e), 164.308, 164.310, 164.312, and 164.316.
- (14) In the event that an Individual requests that the Business Associate
 - (A) restrict disclosures of PHI;
 - (B) provide an accounting of disclosures of the individual's PHI;
 - (C) provide a copy of the individual's PHI in an electronic health record; or

- (D) amend PHI in the Individual's Designated Record Set,
 - (E) the Business Associate agrees to notify the Covered Entity, in writing, within five (5) business days of the request.
- (15) Business Associate agrees that it shall not, and shall ensure that its subcontractors do not, directly or indirectly, receive any remuneration in exchange for PHI of an Individual without
- (A) the written approval of the Covered Entity, unless receipt of remuneration in exchange for PHI is expressly authorized by this Contract and
 - (B) the valid authorization of the Individual, except for the purposes provided under section 13405(d)(2) of the HITECH Act, (42 U.S.C. § 17935(d)(2)) and in any accompanying regulations
- (16) Obligations in the Event of a Breach.
- (A) The Business Associate agrees that, following the discovery by the Business Associate or by a subcontractor of the Business Associate of any use or disclosure not provided for by this Section of the Contract, any breach of unsecured protected health information, or any Security Incident, it shall notify the Covered Entity of such breach in accordance with Subpart D of Part 164 of Title 45 of the Code of Federal Regulations and this Section of the Contract.
 - (B) Such notification shall be provided by the Business Associate to the Covered Entity without unreasonable delay, and in no case later than 30 days after the breach is discovered by the Business Associate or a subcontractor of the Business Associate, except as otherwise instructed in writing by a law enforcement official pursuant to 45 C.F.R. § 164.412. A breach is considered discovered as of the first day on which it is, or reasonably should have been, known to the Business Associate or its subcontractor. The notification shall include the identification and last known address, phone number and email address of each Individual (or the next of kin of the Individual if the Individual is deceased) whose unsecured protected health information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, or disclosed during such breach.
 - (C) The Business Associate agrees to include in the notification to the Covered Entity at least the following information:
 1. A description of what happened, including the date of the breach; the date of the discovery of the breach; the unauthorized person, if known, who used the PHI or to whom it was disclosed; and whether the PHI was actually acquired or viewed.
 2. A description of the types of unsecured protected health information that were involved in the breach (such as full name, Social Security number, date of birth, home address, account number, or disability code).
 3. The steps the Business Associate recommends that Individual(s) take to protect themselves from potential harm resulting from the breach.
 4. A detailed description of what the Business Associate is doing to investigate the breach, to mitigate losses, and to protect against any further breaches.
 5. Whether a law enforcement official has advised the Business Associate, either verbally or in writing, that he or she has determined that notification or notice to Individuals or the posting required under 45 C.F.R. § 164.412 would impede a criminal investigation or cause damage to national security and; if so, include contact information for said official.
 - (D) If directed by the Covered Entity, the Business Associate agrees to conduct a risk assessment using at least the information in subparagraphs 1 to 4, inclusive, of (g)(16)(C) of this Section and determine whether, in its opinion, there is a low probability that the PHI has been compromised. Such recommendation shall be transmitted to the Covered Entity within 20 business days of the Business Associate's notification to the Covered Entity.
 - (E) If the Covered Entity determines that there has been a breach, as defined in 45 C.F.R. § 164.402, by the Business Associate or a subcontractor of the Business Associate, the Business Associate, if directed by the Covered Entity, shall provide all notifications required by 45 C.F.R. § 164.404 and 45 C.F.R. § 164.406.

- (F) Business Associate agrees to provide appropriate staffing and have established procedures to ensure that individuals informed of a breach have the opportunity to ask questions and contact the Business Associate for additional information regarding the breach. Such procedures shall include a toll-free telephone number, an e-mail address, a posting on its Web site or a postal address. Business Associate agrees to include in the notification of a breach by the Business Associate to the Covered Entity, a written description of the procedures that have been established to meet these requirements. Costs of such contact procedures will be borne by the Contractor.
- (G) Business Associate agrees that, in the event of a breach, it has the burden to demonstrate that it has complied with all notifications requirements set forth above, including evidence demonstrating the necessity of a delay in notification to the Covered Entity.
- (h) Permitted Uses and Disclosure by Business Associate.
 - (1) General Use and Disclosure Provisions Except as otherwise limited in this Section of the Contract, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Contract, provided that such use or disclosure would not violate the HIPAA Standards if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.
 - (2) Specific Use and Disclosure Provisions
 - (A) Except as otherwise limited in this Section of the Contract, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.
 - (B) Except as otherwise limited in this Section of the Contract, Business Associate may disclose PHI for the proper management and administration of Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
 - (C) Except as otherwise limited in this Section of the Contract, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).
- (i) Obligations of Covered Entity.
 - (1) Covered Entity shall notify Business Associate of any limitations in its notice of privacy practices of Covered Entity, in accordance with 45 C.F.R. § 164.520, or to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
 - (2) Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual(s) to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
 - (3) Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
- (j) Permissible Requests by Covered Entity. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the HIPAA Standards if done by the Covered Entity, except that Business Associate may use and disclose PHI for data aggregation, and management and administrative activities of Business Associate, as permitted under this Section of the Contract.
- (k) Term and Termination.
 - (1) Term. The Term of this Section of the Contract shall be effective as of the date the Contract is effective and shall terminate when the information collected in accordance with provision (g)(10) of this Section of the Contract is provided to the Covered Entity and all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or

- destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
- (2) Termination for Cause Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
 - (A) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Contract if Business Associate does not cure the breach or end the violation within the time specified by the Covered Entity; or
 - (B) Immediately terminate the Contract if Business Associate has breached a material term of this Section of the Contract and cure is not possible; or
 - (C) If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.
 - (3) Effect of Termination.
 - (A) Except as provided in (k)(2) of this Section of the Contract, upon termination of this Contract, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity. Business Associate shall also provide the information collected in accordance with section (g) (10) of this Section of the Contract to the Covered Entity within ten business days of the notice of termination. This section shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.
 - (B) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon documentation by Business Associate that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Section of the Contract to such PHI and limit further uses and disclosures of PHI to those purposes that make return or destruction infeasible, for as long as Business Associate maintains such PHI. Infeasibility of the return or destruction of PHI includes, but is not limited to, requirements under state or federal law that the Business Associate maintains or preserves the PHI or copies thereof.
- (l) Miscellaneous Sections.
- (1) Regulatory References. A reference in this Section of the Contract to a section in the Privacy Rule means the section as in effect or as amended.
 - (2) Amendment. The Parties agree to take such action as is necessary to amend this Section of the Contract from time to time as is necessary for Covered Entity to comply with requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.
 - (3) Survival. The respective rights and obligations of Business Associate shall survive the termination of this Contract.
 - (4) Effect on Contract. Except as specifically required to implement the purposes of this Section of the Contract, all other terms of the Contract shall remain in force and effect.
 - (5) Construction. This Section of the Contract shall be construed as broadly as necessary to implement and comply with the Privacy Standard. Any ambiguity in this Section of the Contract shall be resolved in favor of a meaning that complies, and is consistent with, the Privacy Standard.
 - (6) Disclaimer. Covered Entity makes no warranty or representation that compliance with this Section of the Contract will be adequate or satisfactory for Business Associate's own purposes. Covered Entity shall not be liable to Business Associate for any claim, civil or criminal penalty, loss or damage related to or arising from the unauthorized use or disclosure of PHI by Business Associate or any of its officers, directors, employees, contractors or agents, or any third party to whom Business Associate has disclosed PHI contrary to the sections of this Contract or applicable law. Business Associate is solely responsible for all decisions made, and actions taken, by Business Associate regarding the safeguarding, use and disclosure of PHI within its possession, custody or control.

- (7) Indemnification. The Business Associate shall indemnify and hold the Covered Entity harmless from and against any and all claims, liabilities, judgments, fines, assessments, penalties, awards and any statutory damages that may be imposed or assessed pursuant to HIPAA, as amended, or the HITECH Act, including, without limitation, attorney's fees, expert witness fees, costs of investigation, litigation or dispute resolution, and costs awarded thereunder, relating to or arising out of any violation by the Business Associate and its agents, including subcontractors, of any obligation of Business Associate and its agents, including subcontractors, under this section of the contract, under HIPAA, the HITECH Act, and the HIPAA Standards.
- 4. Utilization of Minority Business Enterprises.** The Contractor shall perform under this Contract in accordance with 45 C.F.R. Part 74; and, as applicable, C.G.S. §§ 4a-60 to 4a-60a and 4a-60g to carry out this policy in the award of any subcontracts.
- 5. Priority Hiring.** Subject to the Contractor's exclusive right to determine the qualifications for all employment positions, the Contractor shall give priority to hiring welfare recipients who are subject to time-limited welfare and must find employment. The Contractor and OHS shall work cooperatively to determine the number and types of positions to which this Section shall apply.
- 6. Non-discrimination.**
- (a) For purposes of this Section, the following terms are defined as follows:
- i. "Commission" means the Commission on Human Rights and Opportunities;
 - ii. "Contract" and "contract" include any extension or modification of the Contract or contract;
 - iii. "Contractor" and "contractor" include any successors or assigns of the Contractor or contractor;
 - iv. "Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.
 - v. "Good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
 - vi. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
 - vii. "Marital status" means being single, married as recognized by the State of Connecticut, widowed, separated or divorced;
 - viii. "Mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;
 - ix. "Minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes § 32-9n; and
 - x. "Public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.
- For purposes of this Section, the terms "Contract" and "contract" do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Conn. Gen. Stat. Section 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Conn. Gen. Stat. Section 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).

- (b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.
- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.
- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor

has a collective bargaining Agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes § 46a-56.

- (h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

7. Freedom of Information.

- (a) Contractor acknowledges that OHS must comply with the Freedom of Information Act, C.G.S. §§ 1-200 et seq. ("FOIA") which requires the disclosure of documents in the possession of the State upon request of any citizen, unless the content of the document falls within certain categories of exemption, as defined by C.G.S. § 1-210(b).
- (b) Governmental Function. In accordance with C.G.S. § 1-218, if the amount of this Contract exceeds two million five hundred thousand dollars (\$2,500,000), and the Contractor is a "person" performing a "governmental function", as those terms are defined in C.G.S. §§ 1-200(4) and (11), OHS is entitled to receive a copy of the Records and files related to the Contractor's performance of the governmental function, which may be disclosed by OHS pursuant to the FOIA.

- 8. Whistleblowing.** This Contract is subject to C.G.S. § 4-61dd if the amount of this Contract is a "large state contract" as that term is defined in C.G.S. § 4-61dd(h). In accordance with this statute, if an officer, employee or appointing authority of the Contractor takes or threatens to take any personnel action against any employee of the Contractor in retaliation for such employee's disclosure of information to any employee of the Contracting state or quasi-public agency or the Auditors of Public Accounts or the Attorney General under subsection (a) of such statute, the Contractor shall be liable for a civil penalty of not more than five thousand dollars (\$5,000) for each offense, up to a maximum of twenty per cent (20%) of the value of this Contract. Each violation shall be a separate and distinct offense and in the case of a continuing violation, each calendar day's continuance of the violation shall be deemed to be a separate and distinct offense. The State may request that the Attorney General bring a civil action in the Superior Court for the Judicial District of Hartford to seek imposition and recovery of such civil penalty. In accordance with subsection (f) of such statute, each large state Contractor, as defined in the statute, shall post a notice of the relevant sections of the statute relating to large state Contractors in a conspicuous place which is readily available for viewing by the employees of the Contractor.

- 9. Executive Orders.** This Contract is subject to Executive Order No. 3 of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices; Executive Order No. 17 of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings; Executive Order No. 16 of Governor John G. Rowland, promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and made a part of the Contract as if they had been fully set forth in it. The Contract may also be subject to Executive Order 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services and to Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain

gifts to public employees and contributions to certain candidates for office. If Executive Order 14 and/or Executive Order 49 are applicable, they are deemed to be incorporated into and are made a part of the Contract as if they had been fully set forth in it. At the Contractor's request, the Client Agency or the Connecticut Department of Administrative Services shall provide a copy of these orders to the Contractor.

- 10. Campaign Contribution Restrictions.** For all State contracts as defined in C.G.S. § 9-612 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this Contract expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice, as set forth in "Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations", available at

https://seec.ct.gov/Portal/data/forms/ContrForms/seec_form_10_final.pdf, and reprinted below.



Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations

This notice is provided under the authority of Connecticut General Statutes §9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (*italicized words are defined on the reverse side of this page*).

CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract or state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall **knowingly solicit** contributions from the state contractor's or prospective state contractor's employees or from a *subcontractor or principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

DUTY TO INFORM

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

PENALTIES FOR VIOLATIONS

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties—Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

CONTRACT CONSEQUENCES

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

Additional information may be found on the website of the State Elections Enforcement Commission, www.ct.gov/seec. Click on the link to "Lobbyist/Contractor Limitations."



DEFINITIONS

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract*, (v) the spouse or a *dependent child* who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of the Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

Attachment A

OMH Reporting Template

**State Partnership Initiative to Address Health Disparities
Quarterly Progress Report Guidelines**

**Year of Grant Cycle: 01
Budget Period: 09/30/2020 – 09/29/2021**

The Quarterly Progress Report is used to review grantee progress made during the reporting period in planning and conducting project interventions, evaluating the effectiveness of such interventions, and meeting project and Project objectives, as well as to keep abreast of managerial and other project matters related to the grant. Such narrative progress reports are carefully considered relative to plans for future funding.

Table 1: Schedule for Quarterly Progress Reports

Quarterly Reporting Period	Due Date
10/01/2020 – 12/31/2020	01/15/2021
01/01/2021 – 03/31/2021	04/15/2021
04/01/2021 – 06/30/2021	07/15/2021
07/01/2021 – 09/30/2021	10/15/2021
10/01/2021 – 12/31/2021	01/15/2022
01/01/2022 – 03/31/2022	04/15/2022
04/01/2022 – 06/30/2022	07/15/2022
07/01/2022 – 09/30/2022	10/15/2022

*A template for the Final Report will be provided.

PART II. PROJECT PROGRESS: Please complete sub-section 1, sub-section 2, sub-section 3, sub-section 4a, and sub-section 4b in the tables below.

1. Please include your measures for each quarter that display the progress of your program. Use the table to report your program-specific data collected that supports the program outcomes for this quarter and future quarters. Your table should also include baseline and target data. The table can be in Excel or Word format.

2. Please discuss the status of planned activities:	Specify the HEALTH FOCUS AREA(S) ¹	Status ²	Implementation Date		Brief Description of Activity (Narrative Form)
			Planned	Actual	
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			
Activity:		Choose an item.			

¹ HEALTH FOCUS AREA(S): Health focus area(s)

² Status Dropdown Menu: Delayed, Upcoming Activity, In Progress, or Complete

3. Implementation Phase: Discuss the following activities and measures that relate to project.	
Activity/Measure	Develop a user-friendly <i>Health Disparities Profile</i> that depicts one to three HEALTH FOCUS AREA(S) topics focusing on gaps that indicate health disparities among racial and ethnic minority populations.
Accomplishments	
Challenges Encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form	
Activity/Measure	Describe if the data in the established <i>Health Disparities Profile</i> have been updated. The collected data must conform to the standards established by the state or tribal health agency.
Accomplishments	
Challenges Encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form	
Activity/Measure	Provide existing data that conforms to the standards established by the state or tribal health agency to update the <i>Health Disparities Profile</i> ; the state or tribal health disparities report or similar publication shall a) include the interpretation of surveillance data, b) address vital statistical needs and epidemiologic analysis, and c) may be used to investigate disease outbreaks, conduct data analysis, and explore disease control and prevention strategies and programs.
Accomplishments	
Challenges Encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form	
Activity/Measure	Establish a baseline measure for each of the one to three HEALTH FOCUS AREA(S) topics the applicant has chosen, for each of the geographical hotspots.
Accomplishments	
Challenges Encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form	
Activity/Measure	Propose expected outcomes and results that will be compared to baseline measures.
Accomplishments	

3. Implementation Phase: Discuss the following activities and measures that relate to project.	
Challenges Encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form.	
Activity/Measure	Describe the planned community intervention(s) focusing on gaps in health including evidence-based and/or promising practices, which the grantee is using in the selected geographic target area(s).
Accomplishments	
Challenges encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form.	
Activity/Measure	Describe how the health outcomes and health disparities in the HEALTH FOCUS AREA(S)(s) are being tracked, using baseline data/measures from the Health Disparities Profile.
Accomplishments	
Challenges encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form.	
Activity/Measure	Publish results or articles that provide objective data demonstrate a change-through a comparative analysis from the established baseline- in health disparities.
Accomplishments	
Challenges encountered	
How will these challenges be resolved? Please provide a brief explanation in narrative form.	

4.a. It is critical that data on project activities and results be collected and provided for the purpose of documenting and demonstrating the overall effectiveness of projects. Discuss the progress of OMH Expectations that relate to projects.				
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status³	Has data been collected?⁴	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Increased awareness of health disparities.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Increased knowledge of health status, HEALTH FOCUS AREA(S) and geographical areas of the most affected minority and vulnerable populations.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			

³ **Status Dropdown Menu:** Delayed, Anticipated, In Progress, or Complete.

⁴ **Has data been collected? Dropdown Menu:** Yes or No

4.a. It is critical that data on project activities and results be collected and provided for the purpose of documenting and demonstrating the overall effectiveness of projects. Discuss the progress of OMH Expectations that relate to projects.				
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Improved coordination, collaboration and linkages among state/tribal partners and/or local partners to address health disparities.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Increased preventive health screenings, disease intervention and management and linkages to care.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			

4.a. It is critical that data on project activities and results be collected and provided for the purpose of documenting and demonstrating the overall effectiveness of projects. Discuss the progress of OMH Expectations that relate to projects.				
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Increased access to public health and/or social services.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Improved health outcomes for program participants.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			

4.a. It is critical that data on project activities and results be collected and provided for the purpose of documenting and demonstrating the overall effectiveness of projects. Discuss the progress of OMH Expectations that relate to projects.				
OMH Expectation	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
Reduction in rates of disease and/or contributing factors.	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the SPI project as it relates to this measure.			

4.b. Please use the following template to report any programmatic outcomes included in your work plan that were not already addressed by the OMH Expectations and Process Measures. You may copy and paste the template multiple times to match the number of Project Outcome(s) developed for projects.				
Grantee Project Outcome	Specify the HEALTH FOCUS AREA(S)	Status ⁵	Has data been collected? ⁶	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.

⁵ Status Dropdown Menu: Delayed, Anticipated, In Progress, or Complete.

⁶ Has data been collected? Dropdown Menu: Yes or No

	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the project as it relates to this project outcome.			
Grantee Project Outcome	Specify the HEALTH FOCUS AREA(S)	Status	Has data been collected?	If yes, please provide information about the data collected during this quarter. If data are available, please provide the number of participants at the beginning of the quarter and the number of participants at the end of the quarter. Also, if there is more than one intervention, please provide data for each intervention separately.
	1)	Choose an item.	Choose an item.	
	2)	Choose an item.	Choose an item.	
	3)	Choose an item.	Choose an item.	
	Please provide a brief narrative that demonstrates the status of the projects as it relates to this project outcome.			