



## CITED Award Letter

1100260

Cottage Health

Dear Ama Atiedu,

The California Department of Health Care Services (DHCS) and the Providing Access and Transforming Health (PATH) Third-Party Administrator (TPA) have completed reviewing of the Capacity and Infrastructure, Transition, Expansion, and Development (CITED) Round 3 applications. We are pleased to inform you that DHCS is awarding you a final amount of \$2,487,291.61 USD for PATH CITED Round 3.

All applications were reviewed using the following criteria:

- Intended use of CITED funds and strength of justification for why funds are needed
- Planned coordination activities with Medi-Cal managed care plans (MCPs) and approach to avoid the duplication of funds
- Approach to sustaining Enhanced Care Management (ECM) and/or Community Supports services after CITED funds are exhausted

- Potential breadth of impact
- Alignment with Round 3 funding goals or priorities

**As a CITED awardee, to accept and receive funds the following tasks must be completed by the due dates listed below:**

<b>Task</b>	<b>Description</b>	<b>Due Date</b>
Terms and Conditions Signing	The Terms and Conditions form will be made available in GrantsConnect, the same site as your application. This form must be reviewed, completed, electronically signed, and submitted.	09/30/24
Banking Information Collection Form Completion	The Banking Information will be made available in GrantsConnect, the same site as the application. This form must be completed as a first step to confirming banking information.	09/16/24
Penny Test Completion	After the provided Banking Information is reviewed by the PATH TPA finance team, the grant manager will receive an email notification from <a href="mailto:finance@ca-path.com">finance@ca-path.com</a> with the action required to complete the penny test process.	09/30/24
Quarterly Progress Reporting	CITED awardees must complete quarterly progress reports to show completion of project milestones. The template for these reports will be made available in GrantsConnect.	See the Terms and Conditions document for progress report schedule.

### **Award Details**

To view the entire approved budget, please log in to your GrantsConnect portal.

### **CITED Terms and Conditions**

The CITED Terms and Conditions document formalizes the contract between both parties and explains the responsibilities and expectations upon acceptance of the CITED grant. The Terms and Conditions document is viewable on the GrantsConnect portal where the application was completed. Please review, complete, sign and electronically submit the

CITED Terms and Conditions document in the GrantsConnect portal within twenty (20) days of receipt.

### **Banking Information Collection Process**

To formally accept the CITED award, the awardee must submit the PATH CITED Round 3 Banking Form in GrantsConnect. Please refer to this [step-by-step guide \[app.tango.us\]](#) for instructions on how to submit banking information in GrantsConnect. The full banking information verification process must be completed to receive funds. Completing the banking form is only the first step to verifying banking information. Banking information must be completed and submitted within ten (10) days of receipt.

Once this form is signed and submitted, the next step is to participate in the penny test Process conducted through the PATH TPA Finance Team. To verify the authenticity of the bank account, the PATH TPA Finance Team ([finance@ca-path.com](mailto:finance@ca-path.com)) will perform a “Penny Test” process. An email notification from [finance@capath.com](mailto:finance@capath.com) with additional guidance will be sent after the bank account is verified. **Please note that action is required to complete this process.**

[Click here \[tpa-reference-material-prod.s3.us-west-2.amazonaws.com\]](#) for the CITED Round 3 Award Acceptance Process and Timeline for details regarding the banking information collection process. Awardees must respond within five (5) days from receiving an email from the PATH TPA Finance Team.

### **Progress Reporting Information**

As the CITED Terms and Conditions indicate, DHCS requests quarterly (every three months) progress reports and a final report when the project is completed. Awardees will have two years to spend CITED Round 3 funding and complete all milestones. Awardees will only be reimbursed for milestones marked as complete in each quarter’s progress report. Further details on progress reporting will be released by the TPA prior to the first

quarterly progress reporting deadline. Questions should be emailed to PATH CITED TPA inbox, [cited@ca-path.com](mailto:cited@ca-path.com).

### **MCP Contract**

CITED awardees are required to be contracted with a MCP to be an ECM and/or Community Supports provider. During the funding period, in a progress report, the awardee must submit a signed, executed contract with a MCP. The TPA will withhold 5 percent or \$5,000, whichever is lower, until a contract has been provided. Tribal partners may submit a Memorandum of Understanding (MOU) in lieu of a formal contract. TPA will withhold 5 percent or \$5,000, whichever is lower, until the required documentation has been provided.

Awardees that identified as an administrative hub will be required to provide the contract and/or subcontract for the ECM and/or Community Supports provider. For example, for an awardee identified as a hub and primary recipient of funds that plans to disburse funds to two secondary organizations, the primary awardee (hub) must provide a subcontract with the two secondary organizations and provide documentation that shows the secondary organizations are contracted to provide ECM and/or Community Supports. Proof of these contracts must be provided before the awardee completes the final progress report or the TPA will withhold 5 percent or \$5,000, whichever is lower, until the required documentation has been provided.

Sincerely,

The PATH CITED TPA Team