

**GRANT AGREEMENT BETWEEN  
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION  
AND LARAMIE COUNTY**

1. **Parties.** The parties to this Grant Agreement (Agreement) are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and Laramie County (Subrecipient), whose address is: 310 West 19th Street, Suite 300, Cheyenne, Wyoming 82001. This Agreement concerns the Office of Performance Improvement and Health Equity.
  
2. **Purpose of Grant Agreement.** The purpose of this Agreement is to set forth terms and conditions by which Subrecipient will establish and implement a community-based law enforcement and behavioral health co-response to behavioral health emergency calls within Laramie County, Wyoming.
  
3. **Term of Grant Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The term of the Agreement is from Effective Date through May 31, 2023. This Agreement may be extended twice by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.
  
4. **Payment.**
  - A. The Agency agrees to pay the Subrecipient for the services in Attachment A, Statement of Work, which is attached to and incorporated into this Agreement by this reference. Total payment under this Agreement shall not exceed three hundred forty-four thousand, six hundred fifty dollars (\$344,650.00). Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Agreement.

The maximum amount of federal funds provided under Assistance Listing Number (ALN) #93.391 shall not exceed three hundred forty-four thousand, six hundred fifty dollars (\$344,650.00).
  
  - B. No payment shall be made for work performed before the Effective Date of this Agreement. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Agreement, payment under this Agreement may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.
  
  - C. Except as otherwise provided in this Agreement, the Subrecipient shall pay all costs and expenses, including travel, incurred by Subrecipient or on its behalf in connection with Subrecipient's performance and compliance with all of Subrecipient's obligations under this Agreement.
  
5. **Responsibilities of Subrecipient.** The Subrecipient agrees to:

- A. Provide the services described in Attachment A, Statement of Work.
6. **Responsibilities of Agency.** The Agency agrees to:
- A. Pay Subrecipient in accordance with Section 4 above.
7. **Special Provisions.**
- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Grant Agreement may be terminated without penalty if a private entity that receives funds under this Agreement:
- (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
  - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
  - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. **Limitations on Lobbying Activities.** By signing this Agreement, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, Grant Agreement, cooperative agreement, or loan.
- F. **Monitoring Activities.** Agency shall have the right to monitor all activities related

to this Agreement that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and to observe personnel in every phase of performance of Agreement related work.

- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.

Federal law requires the Subrecipient to include all relevant special provisions of this Grant Agreement in every sub-grant agreement awarded over ten thousand dollars (\$10,000.00) so that such provisions are binding on each sub-subrecipient.

- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Agreement, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Agreement, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Agreement, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Agreement.
- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.

- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Grant Agreement; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Agreement. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Agreement.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Agreement, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Agreement.
- O. Program Income.** Subrecipient or shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Grant Agreement must be used to increase the scope of the program or returned to Agency.
- P. Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS).** Consistent with 45 CFR § 75.113, applicants and recipients must disclose in a timely manner, in writing to the Centers for Disease Control and Prevention (CDC), with a copy to the U.S. Department of Health and Human Services (HHS) Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:
- (i) CDC, Office of Grants Services  
John McGee, Grants Management Specialist  
Centers for Disease Control and Prevention  
Global Health Services Branch  
2939 Flowers Road  
Atlanta, GA 30341

Email: qsj4@cdc.gov (include "Mandatory Grant Disclosures" in Subject line")

**AND**

(ii) U.S. Department of Health and Human Services  
Office of the Inspector General  
ATTN: Mandatory Grant Disclosures, Intake Coordinator  
FUNDING RESTRICTIONS AND LIMITATIONS  
330 Independence Avenue, SW  
Cohen Building, Room 5527  
Washington, DC 20201  
Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in Subject line)  
Email: MandatoryGranteeDisclosure@oig.hhs.gov

**8. General Provisions.**

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Agreement Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Subrecipient shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient or its sub-subrecipients which are pertinent to this Agreement.

The Subrecipient shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Agreement. The Subrecipient or its sub-subrecipients shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.

- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. Award of Related Agreements.** The Agency may award supplemental or successor Agreements for work related to this Agreement or may award Agreements to other Subrecipients for work related to this Agreement. The Subrecipient shall cooperate fully with other Subrecipients and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Agreement.
- H. Confidentiality of Information.** All documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Agreement shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Agreement, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Grant Agreement.** This Agreement, consisting of ten (10) pages; and Attachment A, Statement of Work, consisting of four (4) pages, represent the entire and integrated Grant Agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall

be effective only after it is reduced to writing and executed by all parties to the Agreement.

- L. Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the Subrecipient shall be free from control or direction over the details of the performance of services under this Agreement. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the Subrecipient or its sub-subrecipients or their agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Agreement.
- O. Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Agreement. This excludes any protect health information created, maintained, stored, transmitted, or received by a healthcare provider obtained by the Subrecipient in the performance of this work. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of

information by any other means shall be by a parcel service that utilizes tracking numbers.

- Q. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Subrecipient or its sub-subrecipients will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- R. Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- S. Insurance Requirements.** Subrecipient is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, *et seq.*, and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, *et seq.*, and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- T. Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Agreement and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Grant Agreement.** This Agreement may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Agreement may be



terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Agreement.

If at any time during the performance of this Agreement, in the opinion of the Agency, the work is not progressing satisfactorily or within the terms of this Agreement, then, at the discretion of the Agency and after written notice to the Subrecipient, the Agency may terminate this Agreement or any part of it. As of the termination date, the Subrecipient will be entitled to a pro rata payment for all work accomplished and accepted by the Agency; however, the Subrecipient shall be liable to the Agency for the entire cost of replacement services for the duration of the Agreement term.

- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.
- Y. Time is of the Essence.** Time is of the essence in all provisions of this Agreement.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.
- AA. Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the Subrecipient of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

**THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.**

9. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of the signature last affixed to this page.

**AGENCY:**  
Wyoming Department of Health, Public Health Division

\_\_\_\_\_  
Stefan Johansson, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephanie Pyle, MBA  
Senior Administrator, Public Health Division

\_\_\_\_\_  
Date

**SUBRECIPIENT:**  
Laramie County



\_\_\_\_\_  
Troy Thompson, Chairman

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Debra Lee, Laramie County Clerk

\_\_\_\_\_  
Date

**COUNTY ATTORNEY: APPROVAL AS TO FORM**

\_\_\_\_\_  
Laramie County Attorney

8/4/22  
\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

\_\_\_\_\_  
Cole R. White, Assistant Attorney General

07-18-2022  
\_\_\_\_\_  
Date

**General Description**

This document is a Statement of Work (SOW) to identify and describe the important milestones and deliverables for the Grant Agreement (Agreement) between Laramie County (Subrecipient) and the Wyoming Department of Health, Public Health Division (Agency).

The Subrecipient will coordinate a co-response to behavioral health emergency calls between local law enforcement and emergency healthcare settings. Subrecipient will establish a specialized patrol unit, which includes a behavioral health professional trained to deal with behavioral health crises and substance use disorders. This initiative will unify the response of law enforcement services with an immediate mental health response to help mitigate the mental health impacts associated with or exacerbated by COVID-19.

In an effort to lessen social and health inequities in Wyoming, heightened by COVID-19, this project is intended to tailor and adapt evidence-informed policies, systems, and environmental strategies to support individuals experiencing a behavioral health emergency by improving the accessibility of behavioral health professionals responding to such calls. Further, establishing collaborations with critical partners affiliated with underserved populations at higher risk, while connecting community members to programs, healthcare providers, services, and resources they might need is intended to diminish the adverse effects of COVID-19.

**Timeline and Deliverables**

The following outlines specific tasks, deliverable descriptions, and completion dates for the Agreement.

Task	Description	Timeline
1.	<b>Coordinate the Establishment and Use of a Behavioral Health Co-Response Model in Laramie County (serving all municipalities therein)</b>	
A.	Subrecipient will coordinate the co-response model among key partners in law enforcement and an emergency healthcare provider. This includes, but is not limited to the following tasks: <ul style="list-style-type: none"> <li>i. Develop and provide the training, methodologies, policies, and procedures needed to conduct this program. This may include, but is not limited to, officer and dispatch orientation, related tasks, and use data to inform decision-making, as well as community outreach and awareness about the co-response unit.</li> <li>ii. Work in partnership with an emergency healthcare setting to ensure one (1) full-time behavioral health provider to respond with law enforcement.</li> <li>iii. Work in partnership with an emergency healthcare setting to ensure one (1) part-time position and overtime expenses for adequate coverage of behavioral health professionals to respond with law enforcement.</li> </ul>	Within 60 days of Effective Date

	<p>iv. Coordinate with the emergency healthcare setting for the procurement of necessary supplies as set forth in the budget narrative below.</p> <p>v. Coordinate payment among all partner agencies for personnel overtime in accordance with the budget narrative below.</p> <p>vi. Work collaboratively with all partner agencies to ensure the specialized response unit responds to calls in organized shifts, based on data indicating peak days and times when related calls occur most often.</p> <p>vii. Enter into a subcontract for evaluation services and ensure the coordination of and payment for evaluation services. Evaluator will be responsible for establishing the evaluation design to assess the effectiveness of this co-response model for the community. Subrecipient and subcontractor staff will collect and analyze the data necessary for process and outcome evaluation during the project period and provide results of their study to Agency and all partners by de-identifying all data and providing results in aggregate form.</p>	
<b>2.</b>	<b>Administration and Reporting</b>	
A.	Subrecipient shall maintain expense reports for Agency review. Funds included in this grant may be used to support audit expenses incurred by Subrecipient.	Monthly
B.	<p>Subrecipient shall meet all necessary grant reporting functions as required or requested by the Agency.</p> <p>i. Report responses and services provided to individuals under this program in deidentified aggregate form. Reporting to Agency and all partners simultaneously in a format appropriate for public dissemination.</p> <p>ii. Wherever possible, collect and utilize data to further inform the programming decisions.</p>	Quarterly Throughout Performance Period
C.	<p>Submit a quarterly invoice and supporting documentation by the twentieth (20<sup>th</sup>) day of the month following the completion of the quarter.</p> <p>Quarterly payments shall adhere to the following:</p> <p>Effective Date – June 30, 2022                  July 1, 2022 – September 30, 2022                  October 1, 2022 - December 31, 2022                  January 1, 2023 – March 31, 2023                  April 1, 2023 – May 31, 2023</p>	

**Agency Responsibilities**

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During the term of this Agreement, Agency will work with the Subrecipient to:

- A. Provide ongoing technical assistance and support the success of the project.
- B. Assess progress, milestones, and reporting.
- C. Communicate regularly with Subrecipient.
- D. Make payments according to the payment structure described in the Agreement and in this SOW.

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**Budget Narrative**

The budget for this project is described below.

<b>Task</b>	<b>Description</b>	<b>Cost</b>
1.	<p><b>Coordinate the Establishment and Use of a Behavioral Health Co-Response Model in Laramie County (serving all municipalities therein).</b> To accomplish the deliverables in the SOW, the following budget items are allowed:</p> <p>A. Personnel: This will compensate one (1) full-time behavioral health professional per contract period to coordinate and work with law enforcement to respond to behavioral health calls (\$80,600.00 including benefits); and one (1) part-time position to support coverage of behavioral health professionals to work with law enforcement (\$40,300.00 with benefits). This budget item shall not exceed \$120,900.00.</p> <p>B. Personnel overtime: This will cover an estimated twenty (20) hours of overtime for fifty-two (52) weeks (1,040 hours) at an average clinician rate of \$52.50 overtime rate per hour. This budget item shall not exceed \$54,600.00.</p> <p>C. Emergency healthcare setting supplies: This will cover: two (2) cell phones at an estimated cost of \$800.00 each, plus service at an estimated \$80.00/month (\$3,250.00); two (2) laptops at an estimated cost of \$1,000.00 each (\$2,000.00); and printing costs (\$1,500.00). This budget item shall not exceed \$7,020.00.</p> <p>D. Law enforcement (city) overtime: This will cover an estimated twenty (20) hours of overtime for fifty-two (52) weeks (1,040 hours) at an average overtime rate of \$50.00 per hour. This budget item shall not exceed \$52,000.00.</p> <p>E. Law enforcement (county) overtime: This will cover an estimated twenty (20) hours of overtime for fifty-two (52) weeks (1,040 hours) at an average overtime rate of \$47.00 per hour. This budget item will be considered rural carve-out funding to serve the communities outside of Cheyenne, which are rural, and shall not exceed \$48,880.00.</p> <p>F. Evaluation services: This will cover expenses to establish the evaluation design and implementation. This budget item shall not exceed \$30,250.00. These data will be reported to Agency at the same time as Subrecipient.</p>	<b>\$313,650.00</b>
2.	<p><b>Administration and Reporting:</b> This will support Subrecipient with the reporting, documentation, and administrative oversight functions of carrying out the grant responsibilities.</p>	<b>\$31,000.00</b>
<b>TOTAL NOT TO EXCEED:</b>		<b>\$344,650.00</b>

## Sandra Newland

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**From:** Holly Scheer <holly.scheer1@wyo.gov>  
**Sent:** Wednesday, July 20, 2022 11:57 AM  
**To:** Brittany Wardle; Sandra Newland; Joseph Chenchar  
**Subject:** Action Required: Health Disparities Grant  
**Attachments:** Contract AG Signatures.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Attention:** This email message is from an **external(non-County)** email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

Good morning,

Attached in one scanned document are the following two documents:

- Contract
- Attachment A, Statement of Work (SOW)

Please print, sign and date the Contract (blue ink preferred).  
Stamped or e-signatures are not accepted.

Scan and email the signature page to me via reply to this email.

*I only need the signature page.*

I will use this signature page for the remaining WDH signatures.

Mail your signed/dated wet signature page to me.

This is a requirement of the Contract, 8. General Provisions, Y. Counterparts.

US Mail, a standard #10 envelope, is acceptable.

My mailing address is in my e-signature below.

You will receive a scanned copy of the executed contract.

If you have questions regarding the contract please contact me.

Thank you in advance for your prompt response and I look forward to having this contract fully executed! **As a reminder, this is the initial contract and we are working on an amendment with the agreed on changes.**

Thank you so much and please let me know if you have any questions or concerns!

--

**Holly Scheer, M.S.** ([she/her](#))

Performance Improvement and Health Equity Manager  
Wyoming Department of Health | Public Health Division  
122 West 25th Street, 3rd Floor West  
Cheyenne, WY 82002

P: 307-777-8946 | E: [holly.scheer1@wyo.gov](mailto:holly.scheer1@wyo.gov)

Learn about state health assessment and improvement planning efforts at [sha.wyo.gov](http://sha.wyo.gov).



E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.