

LOI Form

LOI

If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: [Download LOI](#)

The rubric that will be used to score your Letter of Intent can be found here: [Download LOI Rubric](#)

Please pay attention to character limits while working on your draft. These limits include spaces.

Organization Name*

Community Health Centers of Pinellas, Inc. DBA Evara Health

Project Name*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal.

Highpoint Medical Complex

EIN*

59-2097521

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1980

Organizational Mission Statement*

What is your organization's mission statement? This should be no longer than one or two sentences.

Evara Health's mission is to innovate beyond the barriers that limit access to quality healthcare, ensuring everyone can receive industry-leading services from professional teams that care as much as family.

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

ZKNGJHKTNNQ2

Annual Operating Budget Size*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$64,410,526.00

Amount Requested*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.

\$3,197,200.00

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

Yes

Parent Non-Profit/Subsidiaries*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Organization Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

Community Health Centers of Pinellas, Inc. DBA Evara Health (Evara), is a not-for-profit Federally Qualified Health Center (FQHC) which has been providing affordable, primary health care services to the residents of Pinellas County, Florida for over 40 years.

The Patient-Centered Medical and Dental Home model offered by Evara Health is comprehensive and ensures continuity of care coordinated by the primary care provider. Services include family and pediatric medicine, obstetrics/gynecology, dental, chiropractic, osteopathic manipulative medicine, mental and behavioral health, psychiatry, pharmacy, nutrition, podiatry, substance use disorder prevention, case management, food pharmacy, MedNet© prescription assistance, Medication Therapy Management (MTM), Marketplace navigation, and other enabling services. Evara hires board-certified, culturally diverse providers that promote healthier families and healthier communities.

Evara Health is the primary safety-net healthcare provider of the County, providing care to the underserved, uninsured, and underinsured, regardless of their ability to pay. Evara's network is comprised of 16 health centers (including two mobile health centers) strategically placed throughout the County to increase access for those in need. In 2021, Evara served 61,539 individual patients with over 212,000 visits. 94% of Evara patients are low-income (at or below 200% of the federal poverty level), 80% are living in poverty (income at or below 100% of the federal poverty level), 61% are racial/ethnic minorities, 25% Hispanic/Latino, 46% underinsured (on Medicaid or CHIP), 25% are uninsured, 13% best served in a language other than English, 5% lack stable housing, and 3% LGBTQIA+.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

There is a great need in Pinellas County to maximize equitable access to healthcare services, yet many barriers persist. The Pinellas County Community Health Improvement Plan 2018-2022 lists 3 priority areas of need: access to care, behavioral health, and social determinants of health. As stated in the CHIP: "It is essential to measure and improve access to care because health disparities in access are often directly linked to disparities in health outcomes. Also, when it is challenging to get routine medical care because of cost, transportation, language barriers or other reasons, problems not caught early can result in life-threatening situations that require immediate attention, endangering lives, and putting a strain on emergency services."

Workforce shortages are a barrier. A Health Professional Shortage Area (HPSA) is a designation made by HRSA to pinpoint geographic areas and populations with greater needs and that lack sufficient health care providers to meet health care needs. Evara holds the highest designated HPSA scores among other Federally Qualified Health Centers in the County, demonstrating the current workforce needs in serving the vulnerable populations.

Income disparities faced by racial/ethnic minorities in the County are not only disturbing but directly affect the ability to obtain equitable access to healthcare. Blacks, Asians, and Hispanics all suffer from higher rates of poverty than Whites. Black residents are over 2 times as likely to live in poverty than Whites. The median household income in the County is 15% lower than that of the nation.

Being uninsured or underinsured negatively affects the ability to obtain quality healthcare services. It is estimated that 11% of the County's population is uninsured compared to 9% in the nation. Evara has a history of serving a disproportionately high number of patients who are uninsured or underinsured (Medicaid/CHIP) compared to rates in the County and nation.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question PROVIDED THAT the negative economic impact is relevant to both requests.

The COVID-19 pandemic continues to have a severe impact on Evara Health operations and its ability to provide care to the most vulnerable patients. The combined effect of limitations necessary to protect patients and staff led to a 49% reduction in the number of visits at Evara's health centers during the pandemic's peak. Some lines of business sustained an even more devastating impact: dental services all but ceased with a loss of 67% of volume, and a reduction in pediatric services reached nearly 60%. Consequently, Evara Health sustained major losses to operational revenues. The one-time Coronavirus Supplemental Funding has been essential in supporting Evara Health's ability to maintain operational capacity and serve the most vulnerable County residents. However, the loss of operational revenues relegated Evara's ability to set aside any funds for capital development and diminished existing reserves. As a dedicated safety net provider, Evara Health is

under mounting pressure to meet the healthcare demands of the low-income residents of Pinellas County. These demands for services are growing in an environment of extraordinary financial pressures:

Never before seen increases in costs for medical supplies and equipment. The costs of personal protective equipment and many other basic medical supplies surpassed the level of 2019.

The new “post-pandemic” reality dictates significant and costly changes in the operation of medical facilities necessary to accommodate CDC guidelines: higher levels of disinfection procedures including new technological devices, dental equipment necessary to reduce exposure during procedures, expanded need for telehealth equipment, and more.

Unprecedented growth of labor costs in medical industry.

While financial demands dramatically increase operational costs, reimbursements for primary care services remain at pre-pandemic levels. The per patient costs for Evara Health in 2021 surpassed the 2019 level by 42%; meanwhile, the previous decade’s average was nearly ten times lower (4.6%).

Evara Health is experiencing an urgent need for additional capital assets. The Needs Assessment demonstrates a pressing need for expansion of healthcare services in the community that Evara is unable to meet relying on its existing infrastructure. However, due to the enormous inflationary impact on operations, Evara cannot produce the capital reserves necessary for such an expansion. From Fiscal Year ending May 31, 2020 to Fiscal Year ending May 31, 2022, Evara’s cash reserves were depleted by \$4.4 million.

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?
- How does it address the negative economic harm you described in the previous question?

Evara Health proposes a capital project that will allow for an expansion of healthcare services to the vulnerable populations of Pinellas County for years to come. Work will entail modernization/renovation of 5,000 SF on the first floor of the existing Highpoint Health Center, construction of a new 10,000 SF second floor addition, and expansion of the existing parking lot. This project will increase the facility’s size from 39,118 to 49,118 SF. With appropriate maintenance, the estimated lifespan of the project/property improvement is 40 to 50 years.

Once complete, the first floor will allow for expansion of behavioral and mental health services and the newly added second floor will serve as a location for physical therapy, sports medicine, optometry, and podiatry services as well as training facilities for future doctors and medical staff. A training area will support the Evara Health Institute that will upskill Evara staff and those in the surrounding communities. This healthcare institute will create economic mobility for the region and strengthen Evara’s workforce.

The project will result in the employment of 18 FTE quality jobs (create 15 new FTEs and retain 3 FTEs), including mental/behavioral health providers, medical assistants, patient support specialists, and optometry, physical therapy, training, and education personnel. It is estimated that a minimum of 5,280 patients will be provided 15,840 visits in the newly constructed space during the first full year of operations, doubling the number of patients and visits at this center compared to 2021.

Currently, over 220,000 low-income residents in the County are not being served by FQHCs or other community health clinics. There is a rapidly growing demand, exacerbated by the COVID-19 pandemic, for increased access to affordable, high-quality integrated and comprehensive primary care. The demand exceeds the capacity of the existing community healthcare infrastructure of the County.

The 2022 Pinellas County Prioritization Meeting for the All4HealthFL Collaborative highlighted the Highpoint community as one of the highest Health Equity Index (HEI) zip codes (33760) of the County. HEI is a measurement of social and economic determinants correlated with preventable hospitalizations and premature death. This project is critically needed in Pinellas County, particularly for the low-income population who may not have access to affordable services without this expansion.

Number Served*

How many people will directly benefit from this capital project annually?

5280

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated?

Duplicated: A client is counted each time they access services

Unduplicated: A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Unduplicated

Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications?

Note: Selecting "Rent" will cause more questions to load below.

Own

Guiding Principles - Client Impact*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color;

members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?

Evara Health has a history of serving a disproportionately high number of vulnerable patients compared to the County's population. In 2021, Evara served 61,539 patients of which 94% were low-income, 80% at or below the federal poverty level, 61% racial/ethnic minorities, 46% underinsured (Medicaid/CHIP), 25% Hispanic, 25% uninsured, 13% best served in a language other than English, 5% lacked stable housing, and 3% LGBTQIA+.

The COVID-19 Pandemic further widened the gap between community needs and Evara's capacity to serve these priority populations. Supporting this infrastructure expansion project will create a lasting impact through increasing access to essential mental health, substance use disorder, physical therapy, and other vital services. The project will result in dedicated space for the training and development of clinical staff desperately needed to sustain and build the healthcare workforce, as well as the hiring of 15 FTE of staff to support operations.

Patients of Evara will be provided with equitable access to all healthcare services and be aided to overcome barriers to care. This is done by offering income based sliding fee discounts, transportation assistance, Marketplace navigation, assistance applying for insurance, public benefits, housing, and free medications, referrals for shelters and specialty care, financial counseling, affordable pharmaceuticals, and access to the food pharmacy, telehealth and home visit programs. Evara will ensure that all patients have equal access to tackle some of the most difficult health challenges one can experience.

Evara understands the affects that social determinants of health have on one's ability to access vital care. Funding for this project is specifically sought to strengthen Evara's capacity to mitigate existing barriers to care for the neediest members of the community and provide equitable access to services needed to improve the quality of life for those with some of the greatest healthcare needs.

Community Connection

The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

To assess if your organization serves or is headquartered in a QCT, use the following link:

https://www.huduser.gov/portal/sadda/sadda_qct.html

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>

14100 58th St N, Clearwater, FL 33760

QCT Determination - Headquarters*

Is this organization headquartered in a QCT?

Yes

Project Location*

Please provide the address or intersection where the property being modified is.

14100 58th St N, Clearwater, FL 33760

QCT Determination - Project*

Is this organization's project in a QCT?

Yes

QCT Impact*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

The services offered at the Highpoint health center will be available to patients living in any QCT of the County. A patient who lives in another QCT will be able to use telehealth to access a provider from the newly expanded Mental/Behavioral Health department at the Highpoint health center. Patient will be provided with transportation, at no cost to them, to access physical therapy services. Supporting this project will benefit the most vulnerable populations throughout the whole County.

QCT Determination - Clients*

Does this organization's project benefit residents of QCTs?

Yes

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Evara Health is representative of the communities served. 56% of Evara staff are racial/ethnic minorities, 20% Hispanic/Latino, and 23% speak languages other than English. In comparison, 61% of Evara's patients are racial/ethnic minorities, 25% are Hispanic/Latino, and 13% are best served in a language other than English.

An essential component of Evara's success is the coordination of patient care with multiple collaborating community organizations. Evara patients have access to the full spectrum of care offered at 15 locations across the County in addition to services provided by Evara's network of community connections.

Evara works closely with the critical access hospitals including BayCare, Johns Hopkins All Children's, Bayfront, and AdventHealth. Evara has two health centers located on hospital grounds and embedded case managers at the AdventHealth and St. Anthony's Hospital to provide patient navigation and reduce ER recidivism.

Substance use disorder services are offered through community partner Operation PAR. Through funding from BayCare, Evara's Mobile Health Center provides healthcare services to the clients of WestCare Turning Point and St. Vincent de Paul.

Evara has a strong relationship with the Florida Department of Health in Pinellas County (DOH). Evara's Largo health center is co-located in a DOH building. Evara works with the DOH's volunteer specialty referral program. Recent collaborations include the Community Health Needs Assessment, the Pinellas County Community Health Improvement Plan, Pinellas County Opioid Task Force, and the Breast and Cervical Cancer Early Detection Program.

Evara, the DOH, Pinellas County School Board (PCSB), and hospitals are part of the COVID-19 Response Group that plays a major role in the County's successful response to the public health emergency. Through its community connections with the PCSB and the United Way, Evara opened its newest Campbell Park health center on the grounds of the John Hopkins Middle School.

A collaboration with Feeding Tampa Bay and USF supports Evara's food Rx program and food pharmacy located in the Highpoint health center. Qualifying patients with co-morbidities are offered enrollment in the program which provides free healthy meals and food staples to support healthy eating, address food insecurity, and assist in controlling chronic conditions. To accommodate patients with transportation barriers, the food and meals are delivered to their homes.

Leadership Demographics - CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

Leadership Demographics - Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Leadership Demographics - Board Membership*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Cost Difference

Estimated Total Project Cost*

Please specify the total cost of this capital project.

Example: ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$20,000 for certain equipment, and will seek other funding and donations for the remaining \$150,000 of the playground, for a total project cost of \$170,000. ABC Childcare would put \$170,000 below.

\$4,197,200.00

Cost Difference*

How does your organization plan to cover the cost of this project beyond the amount requested in this LOI? Please also specify if your organization can carry out the potential ARPA-funded portion of this project without other funding being secured.

Evara Health is seeking funding to support construction and modernization activities at its Highpoint health center. The result of this project will be expanded access to vital mental and behavioral health, substance use disorder, physical therapy, optometry, and other comprehensive primary, preventive, and supplemental care

for the communities of Pinellas County. The project will also support training and development of new clinical staff – a critical need that will help to address workforce shortages exacerbated by the COVID-19 pandemic. The estimated total project cost is \$4,197,200 of which Evara has secured \$1,000,000 in federal Congressionally Directed Spending (CDS) funding through the Health Resources and Services Administration's (HRSA's) Office of Federal Assistance Management (OFAM). Evara is asking PCF to fund \$3,197,200 for the remaining portion of project activities.

Evara Health's Board of Directors have approved the Highpoint expansion project and use of cash reserves to support implementation of project activities. Outside of the CDS funding that has been secured, Evara Health is continuing to seek other sources of funding and is proactively working on securing New Markets Tax Credits structure to further support the project.

Financial Overview

Budget Summary*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.

\$16,500: Administrative & legal expenses - Evara's project manager for work related to the project; costs of environmental analysis and evaluation of environmental effects of project activities, Environmental Statement to local authorities

\$209,000: Architectural & engineering fees - structural, civil engineering, mechanical & electrical design; bid construction documents; permits; and assistance during the construction bidding process

\$42,000: Project inspection fees - inspections by local dept. of building construction, shop drawing and submittal review; contractor payment certification; final construction inspection; project close out; topographic survey; and soil/foundation investigation

\$52,000: Site work - new parking area, grading, seeding of disturbed areas, connection to utilities

\$36,000: Demolition and removal - removal of portion of exterior wall & window, roof removal and removal of portions of existing partitions, removal of existing ceilings, lights, flooring and finish materials

\$3,459,700: Construction - Structural - modifying existing building & roof structure to support 2nd floor, new exterior, stairwell, elevator, and accompanying equipment

Architectural - cabinets, casework, shelving, table counter tops; roofing, building insulation, flashing, sheet metal, sealants; metal windows, wood doors, door hardware, exterior hurricane windows; ceiling suspension, gypsum board, wall tiles, acoustical ceiling, resilient vinyl flooring, resilient wall base & accessories, painting; toilet compartments, bulletin boards, signage and graphics, toilet accessories

Mechanical - A/C & ventilation system diffusers, roof ventilators & exhaust fans, refrigerant piping & support, ductwork, insulation, testing and balancing; plumbing fixtures & equipment, lavatory, water closet, sinks,

electric water heater, funnel drain, soil & waste vent; piping insulation; fire sprinkler system-steel piping, sprinkler heads, monitoring system, inspector test valve, use of utilities

Electrical - PVC conduits, aluminum EMT conduit, AWG wires, receptacles, circuit breakers, panel boards; lighting fixtures, light switches & controls, wall outlets, wiring; communication system; EMT; computer data networking outlet, conduit, CAT 5E cabling data box; telephone outlet; CA TV outlet; security alarm system; fire sprinkler alarm cable, alarm heat detector, alarm control panel, use of utilities

\$282,000: Equipment - exam tables with wheel height adjustment, ophthalmoscope & otoscope wall units, blood pressure temperature & pulse OX units, treadmills, stationary bikes, physical therapy tables & equipment, optometry equipment, podiatry chair, desks, computers & monitors, medical chairs for lobby and offices, task chairs, meeting tables, couch & chair sets for the behavioral health rooms, switches racks & patch panels, wireless access points, phones

\$100,000 – Contingencies

Project Preparedness*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

Example

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

Evara Health has secured \$1,000,000 in Congressionally Directed Spending (CDS) funding through the Health Resources and Services Administration's Office of Federal Assistance Management (OFAM) to support this construction and modernization project.

If Evara's letter of intent is approved, the organization is prepared to submit a full proposal within 30 days, including a minimum of 3 bids for the project that will detail the costs sketched out from potential contractors that would do the actual work.

To date, Evara has completed the bidding process for architectural services for the project. The contract for the architecture firm has been awarded and the project is currently in the design phase. The bid process for a contractor for the project has not yet begun. Evara is well experienced in executing construction projects, including the bid and selections process for contractors.

Other Funding Sources*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

Evara Health has secured \$1,000,000 in federal Congressionally Directed Spending (CDS) funding through the Health Resources and Services Administration's (HRSA's) Office of Federal Assistance Management (OFAM) to support this construction and modernization project. Evara is currently evaluating the possibility of applying for New Markets Tax Credits to further support funding. No other grants or in-kind contributions have been obtained to date.

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

Evara Health's operational costs have dramatically changed since the beginning of the pandemic:

- The costs of personal protective equipment and many other basic medical supplies have surpassed the level of 2019.
- The new "post-pandemic" reality dictates significant and costly changes in the operation of medical facilities necessary to accommodate CDC guidelines: higher levels of disinfection procedures including new technological devices, dental equipment necessary to reduce exposure during procedures, expanded need for the telehealth equipment, and more.
- Most unprecedented growth of labor costs in medical industry.

While all these financial demands are dramatically increasing operational costs, reimbursements for primary care services have remained at pre-pandemic levels. The per patient costs for Evara Health in 2021 surpassed 2019's level by 42%; meanwhile, the previous decade's average was nearly ten times lower (4.6%).

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

Evara Health has the capacity, fiscal management experience, and financial infrastructure needed to effectively manage ARPA funding. Evara has 29 years' experience as a federal grant award recipient and effective use of federal grant funds. Evara has completed multiple construction and alteration/renovation projects with assistance of federal funding. In all cases, including completion of two construction projects during the COVID-19 Pandemic, projects were completed on time and on budget.

Evara utilizes well developed and regulatory sound processes for monitoring use and documentation of grant funds. The financial procedures implemented and followed at Evara encompass vouching of all invoices with attribution of expenses by funding source, verification of distributions by corporate controller, and monthly review of expense tracking for every funding source by members of the Executive team. All drawdowns of federal funds are authorized by the CEO following a monthly review.

Additional Information

Additional Upload

If you have something else to share, you can upload it here in PDF format.

Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.

Anything else to share?

If you have any details to share regarding this grant request, you may do so below.

File Attachment Summary

Applicant File Uploads

No files were uploaded