

City of
SACRAMENTO
Office of the City Manager

VIA FIRST CLASS AND CERTIFIED US MAIL

July 12, 2022

Sierra Health Foundation
Center for Health Program Management
1321 Garden Highway, Suite 210
Sacramento, California 95833
Attention: Richard Dana

Re: Deadline to submit invoices for ARPA grant agreement

Dear Mr. Dana:

Pursuant to the American Rescue Plan Act Grant Agreement dated January 1, 2022 between Sierra Health Foundation: Center for Health Program Management and the City of Sacramento (the "Agreement"), Sierra was required to provide the City with monthly invoices for reimbursement and itemized lists of all expenditures and programmatic progress reports during the term of the Agreement. (See Agreement, §§ 3(a) and (b); 7(a); 8(m).) Further, Sierra was required to provide the City with a closeout report and certification regarding the authorized use of funds, commensurate with Sierra's issuance of a final payment request. (Id. at § 8(o).)

The Agreement expired on June 30, 2022. Sierra did not submit any monthly reporting during the agreement period. To date, Sierra provided the City with a programmatic report covering January – March and an expenditure report covering January – May. Sierra has not provided the City with any invoices, payment requests, closeout reports or certifications. Accordingly, Sierra did not meet the terms of the Agreement and it is now expired. Accordingly, the ARPA funding that was set-aside for this agreement may be re-programmed for other eligible community violence-prevention projects.

*Please take notice that your organization has **until August 15, 2022** to submit documentation that Sierra actually provided any services required by the Agreement, during the term of the Agreement. Documentation shall consist of detailed and properly documented invoices and itemized lists (collectively, "Documents") of expenditures as set forth in Subsections (a) and (b) of Section 3 and subsections (m) through (o) of Section 8 of the (now expired) Agreement Thereafter, all funds will be re-programmed as set forth above.*

Office of the City Manager
915 I Street, 5th Floor
Sacramento, CA 95814

Sincerely,

Mario E. Lara

Mario Lara, Assistant City Manager

cc:

- Lindee Lane, Youth Development Manager
- SDCA Kurt Wendlenner, Sacramento City Attorney's Office