

**California Health Facilities Financing Authority**  
**Community Clinic Grant Program of 2005 (CCGP)**  
**Documentation Deadline Extension Request**

**Staff Summary**  
**Resolution No. 2009-06**  
**March 26, 2009**

**PURPOSE OF REQUEST:**

San Benito Health Foundation (“SBHF”) is an awardee of the CCGP, as more particularly described below, and had an obligation to submit grant documentation to the Authority by February 23, 2009 as a condition for the funding its grant. SBHF now requests the Authority to extend the documentation deadline to April 30, 2009 given the difficulty of securing equipment vendors and general construction contractors as described more particularly below.

**BACKGROUND:**

On May 25, 2006, the Authority approved Resolution No. 2006-06, which awarded a total of \$40.1 million in grants to 146 grantees under the CCGP (Grantees). The funds were to be used for capital improvement projects such as construction, remodeling, facility acquisitions, equipment purchases and information technology expenditures. SBHF was approved on February 22, 2008 for the sum of \$250,000 to remodel their dental clinic and renovate five exam rooms to accommodate an estimated 540 additional dental and 4,200 medical encounters per year.

Grantees are required to submit certain documentation within 12 months of the date of the final allocation per section 7093 (b) of the regulations. The Final Allocation is defined in Section 7075 (n) as “the amount of funds awarded to an applicant by the Authority.” Since the Authority notified SBHF of its award via an award letter addressed to SBHF on February 22, 2008, a documentation deadline date of February 23, 2009 was then established.

Pursuant to Section 7093 (b) of the regulations, in part “Grantees who do not meet the documentation deadline will forfeit their grant, except in cases where the recipient demonstrates, to the satisfaction of the Authority, extraordinary circumstances that prevent the recipient from meeting this requirement.”

**ISSUE:**

The issue before the board is whether SBHF has sufficiently demonstrated extraordinary circumstances meriting the extension of the documentation deadline. Staff has reviewed the justification provided by SBHF and concluded they have indeed met this burden.

According to SBHF, the initial equipment vendors and general contractors contacted have been unable to provide the necessary services. SBHF has made several attempts to

secure compatible vendors and contractors who can perform within their budget constraints, but they have been unsuccessful. The time extension will allow SBHF to finalize their dialogue with the vendors and contractors and secure the contracts needed to complete the project. SBHF is confident they will have all required documentation ready to submit by the requested extended documentation deadline of April 30, 2009.

**STAFF RECOMMENDATION:** Staff recommends the Authority approve the documentation deadline extension request submitted by San Benito Health Foundation from February 23, 2009 to April 30, 2009.