



*Live Well. Health Matters.*

**POLICY TITLE:** COLLABORATION AGREEMENTS  
**POLICY NUMBER:** 5060

**COMMITTEE APPROVAL DATE:** 09/30/2019      **WRITTEN/REVISED BY:** K. LAWSON  
**BOARD APPROVAL DATE:** 11/17/2021      **SUPERSEDES:** 10/23/2019

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**POLICY:**

**5060** It is the policy of the Beach Cities Health District (“District”) to promote health and wellness in the communities of Hermosa Beach, Manhattan Beach and Redondo Beach through collaboration with community organizations. In order to accomplish this goal, Beach Cities Health District enters into collaboration agreements with community organizations to work jointly and cooperatively to develop programs. This is distinct from grant funding in that collaboration agreements involve direct coordination and involvement from the District in program development and implementation. The District has substantial involvement and a level of management control in the development and implementation of the program.

**GUIDELINES:**

**5060.1** Organizations may enter into a collaboration agreement with community organizations when funding is integral to and an expansion of existing District programming that aligns with District health priorities, mission and strategic goals.

**5060.2** Organizations may either solicit the District or the District may solicit organizations to consider entering into a collaboration agreement. Considerations of goodness of fit of the collaboration will be analyzed on several factors including but not limited to: alignment with BCHD mission, health priorities and strategic goals; expected programmatic outcomes; reach and regional impact; and expected community benefits.

**5060.3** Funding for collaboration agreements must either be requested through the annual budget process, through reallocation of existing program budget or through a requested budget increase determined by the timing and urgency of the agreement.

**5060.4** Funding will be issued on a performance reimbursement basis.

**5060.5** The District may provide technical assistance and resources beyond funding assistance.

**5060.6** Organizations should not assume that there exists an entitlement to financial assistance beyond the terms in the agreement contract.

**5060.7** The District shall not give, lend or pledge its credit to pay the general liabilities of the collaboration, or of the collaboration participants and organizations. The structure of



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the collaboration shall also be reviewed by District legal counsel to assure legal and constitutional compliance.

**EXCEPTIONS:**

**5060.8** The Chief Executive Officer is the only person authorized to make exceptions to this policy.