

**MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF VENTURA
BEHAVIOAL HEALTH DEPARTMENT (VCBH) AND THE SALVATION ARMY
REGARDING THE BEHAVIORAL HEALTH BRIDGE HOUSING (BHBH) SHORT-TERM
HOUSING PROGRAM**

This Memorandum of Agreement ("Memorandum"), effective January 1, 2024, of all parties, is by and between the County of Ventura, a political subdivision of the State of California, by and through its Behavioral Health Department ("VCBH"), a mental health services provider, and **THE SALVATION ARMY**, the owner/operator of **HOPE CENTER**.

WHEREAS, this Agreement is funded in whole with funds from the State of California Department of Health Care Services ("DHCS" or "Client") through DHCS's Behavioral Health Bridge Housing (BHBH) Interim Housing Program; and

WHEREAS, the sole purpose of this Memorandum is to confirm cooperation among the parties and to state the separate and distinct roles and responsibilities of each party; and

WHEREAS, The Salvation Army is the owner and operator of "Hope Center", a new or existing emergency shelter facility located at 155 S. Oak Street in Ventura, CA, and dedicated to housing and serving homeless clients; and

WHEREAS, The Salvation Army has requested BHBH funding from VCBH to build and operate twenty (20) new shelter beds at Hope Center restricted for VCBH client-tenants who qualify as members of the BHBH Target Population, as defined in "Section I - Definitions" below; and

WHEREAS, The Salvation Army agrees that the twenty (20) BHBH shelter beds will be built and available by June 2024; and

NOW, THEREFORE, with regard to the above recitals, the County of Ventura (acting by and through its VCBH) and The Salvation Army agree as follows:

I. DEFINITIONS

A. "Low Income" - For purposes of the BHBH program, the definition of low-income are households with incomes at or below 50% of the area median income (AMI) for Ventura County as adjusted for family size. It is intended that this definition be consistent with Housing and Community Development's (HCD) definition of low income.

B. "Serious Behavioral Health Condition" - The BHBH Program eligibility criteria are adapted from the Specialty Mental Health Services (SMHS) access criteria (BHIN 21-073) and the Drug Medi-Cal Organized Delivery System/Drug Medi-Cal access criteria (BHIN 21-071; BHIN 23-001), including all CARE Court program participants.

The BHBH participant shall have one or more of the following:

- Significant impairment, where "impairment" is defined as distress, disability, or dysfunction in social, occupational, or other important activities, including education and family relationships;
- A reasonable probability of significant deterioration in an important area of life functioning;

- A need for SMHS, regardless of presence of impairment (for individuals under age twenty-one (21) AND the individual's condition is due to either of the following:
- A diagnosed mental and/or substance-related or addictive disorder, according to the criteria of the current editions of the Diagnostic and Statistical Manual of Mental Disorders (DSM) and the International Statistical Classification of Diseases and Related Health Problems (ICD); and
- A suspected mental and/or substance-related or addictive disorder that has not yet been diagnosed;

OR

The individual has at least one (1) of the following:

- At least one diagnosis from the current edition of the DSM for Substance-Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and Non-Substance-Related Disorders; and
- At least one (1) suspected diagnosis from the current edition of the DSM for Substance-Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and Non-Substance-Related Disorders;

OR

- Be enrolled in CARE Court in Ventura County.

C. "Homeless" - For the purpose of this Memorandum, "Homeless" is defined as person(s) who meets the criteria below. This definition of homelessness is based on the U.S. Department of Health and Human Services (HHS) 42 CFR § 11302 - General definition of homeless individual with the modification to Clause (v) timeframe for an individual who will imminently lose housing has been extended from 14 days (HHS definition) to 30 days.

a. Adults (whether or not they have dependent children/youth living with them who:

1. Are experiencing homelessness, defined as meeting one or more of the following conditions.
 - (i) Lacking a fixed, regular, and adequate nighttime residence;
 - (ii) Having a primary residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
 - (iii) Living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including, hotels and motels paid for by or by Federal, State, or local government programs for low-income individuals or charitable organizations, congregate shelters, and transitional housing).

- (iv) Exiting an institution into homelessness (regardless of length of stay in the institution);
 - (v) Will imminently lose housing in next 30 days;
 - (vi) Fleeing domestic violence, dating violence, sexual assault, stalking, and other dangerous, traumatic, or life-threatening conditions relating to such violence;
2. Have at least one complex physical, behavioral, or development need, with inability to successfully self-manage, for whom coordination of services would likely result in improved health outcomes and/or decreased utilization of high-cost services.

D. “BHBH Target Population” - BHBH target population is defined as persons with total household incomes less than 50% AMI who also meet the definition of Serious Behavioral Health Condition as defined above. Additionally, members of the BHBH target population must be a VCBH client and homeless at the time of application and referral through the County’s CES. It is agreed by all parties that CARE Court participants will be prioritized for BHBH shelter beds regardless of other eligibility criteria.

E. “Community Assistance Recovery and Empowerment (CARE) Court” – CARE Court is a program of the State of CA that allows a petitioner to ask the courts to order a treatment plan for persons diagnosed on the spectrum of schizophrenia disorders, psychotic disorders, delusional disorders, personality disorders, catatonia and/or substance use disorders. CARE Court participants must have severe and persistent symptoms, refused treatment and are unstable and/or are deteriorating and at risk of conservatorship and who demonstrate inability to likely survive independently without intervention and/or support. CARE Court participants are court-ordered into a two (2) year treatment plan that includes access to BHBH resources.

F. “BHBH Short-Term Shelter Beds” – The provision of new emergency shelter beds available for occupancy by the BHBH target population upon referral from CES. These beds are available to BHBH participants for stays up to 90 days and shall include the provision of intensive supportive and housing navigation services with the goal of finding permanent supportive housing for all BHBH participants.

G. “Permanent Supportive Housing (PSH)” - PSH is permanent, affordable housing that includes financial assistance and supportive services. Tenants of PSH have all the rights and responsibilities as any household, have a lease or rental agreement in their name and are integrated into the community. PSH can be site specific or scattered site.

H. “Intensive Housing Navigation” - BHBH "intensive housing navigation" services provided by THE SALVATION ARMY to all shelter participants include but are not limited to the following:

- assisting participants in identifying housing options; resources, and services;
- working with participants to help them find, move in to, and retain affordable housing;
- developing relationships with community partners, other service providers, agencies offering housing subsidies, and property owners and managers;

- Helping participants eliminate or reduce the impact of personal housing barriers such as criminal records, poor credit, or prior housing judgments due to eviction, as well as transportation needs, application fees, and/or utility payments;
- assisting in identification and reporting of instances of housing discrimination;
- linking participants with bridge housing and housing subsidy agencies and assisting them in completing applications;
- working directly with property owners and public housing authorities (PHAs) and other agencies on behalf of clients to facilitate application approvals;
- assisting with required documentation, timely inspections, and corrective action and reasonable accommodation requests as needed;
- assisting clients with move-in, utility, food and hygiene, housekeeping, transportation, and moderate furnishings (all allowable expenses under this grant).

I. “Coordinated Entry System (CES)” – CES is a county-wide process developed to ensure that all people experiencing homelessness have fair and equal access to housing resources by coordinating program participant intake, entry, and referrals pursuant to 24 CFR Section 578.7(a)(8).

J. “Housing First” – (Senate Bill 1380) Housing First is an approach to serving people experiencing homelessness that recognizes a homeless person must first be able to access a decent and safe place to live in order to receive recovery-oriented treatment and services. Sobriety and treatment compliance are not required in order for BHBH participants to access shelter, however, once placed clients must follow property rules.

II. GUIDING PRINCIPLES

- A. The parties to this Memorandum jointly recognize that the BHBH target population, including CARE Court participants, are diverse in terms of their strengths, motivation, goals, backgrounds, needs and disabilities and that the following is true:
- (i) BHBH participants are members of the community with all the rights, privileges, opportunities accorded to the greater community;
 - (ii) BHBH participants have the right to meaningful choices in matters affecting their lives.
 - (iii) Although all initial referrals to the Hope Center shall be persons engaged in treatment with VCBH and/or CARE Court participants, persons living at the Hope Center are not required to be clients of

VCBH in order to maintain residency once placed; and

- (iv) Recovery oriented support services and treatment are voluntary;
- (v) Occupants of BHBH shelter beds do not have to be treatment compliant to stay, however they do have to follow all of the program and property rules.

III. ELIGIBILITY DETERMINATIONS

- A. Applications for the twenty (20) BHBH shelter beds at Hope Center are accepted by The Salvation Army upon referral through the Ventura County CES.
- B. Eligibility for the BHBH shelter beds at Hope Center will be based on applicants' eligibility as a member of the BHBH target population, as described in Section I - Definitions. CES will determine homeless eligibility and VCBH will verify applicant eligibility by providing SMI diagnosis certification and/or verification of CARE Court participation. CARE Court participants do not have to be homeless to be referred to BHBH shelter beds.

IV. ROLES AND RESPONSIBILITIES

A. Role of VCBH

- (i) VCBH agrees to assign staff resources to Hope Center. VCBH will assess and screen for eligible BHBH applicants and provide certification of the applicant's psychiatric diagnosis and/or status as a CARE Court participant. BHBH shelter participants may access supportive services through the existing outpatient VCBH clinics and crisis services will be provided on a 24-hour basis by the VCBH Crisis Team. On-site supportive services will be delivered by The Salvation Army.
- (ii) For property renovations, VCBH will pay directly to The Salvation Army up to \$75,000 per bed for up to twenty (20) new shelter beds to be built at Hope Center, located at 155 S. Oak Street, Ventura, CA 93001.
- (iii) VCBH will keep all records regarding BHBH program participants referred through CES and funding provided.
- (iv) VCBH will cooperate with The Salvation Army in monitoring and/or conducting audits or other reporting requirements as required by funding sources.

B. Role of THE SALVATION ARMY

- (i) The Salvation Army, as owner of Hope Center, has overall responsibility for compliance with all building and safety codes, regulatory and funding requirements at the property and in building new BHBH shelter beds.

- (ii) The Salvation Army, as owner of Hope Center, shall pay all taxes and maintain adequate liability and property insurance for the BHBH project.
- (iii) The Salvation Army will screen all BHBH applicants for program eligibility, including homeless and CARE Court status, income, Serious Mental Health Condition diagnosis, geographic preference, and household size upon referral from CES.
- (iv) The Salvation Army will initiate BHBH participant agreement with participant and enforce property rules. Participants cannot be evicted for failure to participate in treatment or for refusing services.
- (v) The Salvation Army will provide voluntary on-site supportive services and intensive housing navigation to the entire community.
- (vi) The Salvation Army will be responsible for the overall shelter operations and management activities, submitting invoices to VCBH for BHBH, paying Hope Center bills, janitorial services, building and grounds maintenance and repairs, property security and other related services.

C. Common Roles of VCBH and THE SALVATION ARMY

- (i) A critical element of supporting BHBH participants is the communication and relationship between all service providers and the Hope Center staff.
- (ii) Each BHBH participant will have an assigned case manager from both THE SALVATION ARMY and VCBH. Collectively, this client support effort will be known as the “BHBH service team.” The BHBH service team will work with the participant to develop an individualized, written housing and services plan for that addresses health and well-being, financial stability, and long-term housing goals. (see [Housing Search Assistance Toolkit - HUD Exchange](#) for sample plan). It is the responsibility of The Salvation Army staff assigned to Hope Center to help the participant to work towards the goals outlined in the plan.
- (iii) Release of Information (ROI) forms will be collected from each BHBH participant to allow for maximum sharing of information between VCBH and The Salvation Army.
- (iv) If participant behaviors place an individual at risk for eviction, Hope Center staff will communicate with VCBH to explore any housing and shelter alternatives, including the presentation for transfer at CES.

V. **TERMS**

- A. Building Renovations and Allowable Expenditures for New, Short-term BHBH Shelter Beds Funding

- (i) The Salvation Army is eligible to receive fifty percent (50%) of the building renovation and/or purchase costs up front upon presentation of documentation that substantiates the new shelter beds expenditure. Upon reconciliation of the new shelter beds expenditure of these up-front funds, The Salvation Army is then eligible to receive the next forty percent (40%) of renovation and/or purchase costs upon the reconciliation of same and a so called “desk review” conducted for all expenditures up to ninety percent (90%), with the balance of the funds available upon completion of the remaining expenditures and project completion.
- (ii) All new BHBH shelter beds shall be available to occupy through referral by CES by June 15, 2024.
- (iii) Allowable expenses for construction of new BHBH shelter beds include the purchase of tiny homes, minor renovations to existing buildings and the purchase of appliances and equipment. Living spaces for short term BHBH shelter program can be configured as shared space.

B. Required Deed Restrictions

- (i) DHCS requires county BHAs to place a deed restriction on non-county-owned properties purchased or improved with BHBH Program infrastructure funds through June 30, 2027. The deed restriction will stipulate that the property be used to provide bridge housing for individuals with serious behavioral health conditions. A deed restriction on the title of the property safeguards the property for purposes consistent with the grant. VCBH will not fund building renovations or costs of creating new short-term shelter beds without proof of deed restriction.

C. BHBH Operational Funding for New Shelter Beds

- (i) The Salvation Army is eligible to receive \$27,000 per 90-day occupancy, not to exceed four 90-day occupancies per year per BHBH shelter bed for three (3) years for the provision of case management and housing navigation. The total amount available per bed per year is \$108,000 for three (3) years through June 30, 2027.
- (ii) DHCS requires county BHAs to place a deed restriction on non-county-owned properties purchased or improved with BHBH Program infrastructure funds through June 30, 2027. The deed restriction will stipulate that the property be used to provide bridge housing for individuals with serious behavioral health conditions. A deed restriction on the title of the property safeguards the property for purposes consistent with the grant. Start-Up Infrastructure funding will not be reimbursed without proof of deed restriction.
- (iii) The Salvation Army will limit shelter bed occupancy to ninety (90) days for each BHBH participant with the goal of moving them into permanent supportive housing (PSH) at the end of 90 days.

- (iv) BHBH participants may extend their stay in Hope Center shelter beds beyond ninety (90) days at the recommendation of the shelter staff in consultation with the VCBH treatment team. Extended stays will be reviewed and approved or not approved monthly after the initial ninety (90) days and decisions will be made based on the progress of the participant in meeting the goals set forth in the written housing and services plan.

VI. PAYMENTS

In consideration of the services rendered in accordance with all terms, conditions and specifications in this Agreement, COUNTY will make payment to The Salvation Army in the manner specified in Exhibit "B" (Payment provisions).

- A. No more than 25% of the budget can be spent on facility renovations.

VII. GENERAL TERMS

- A. Terms: This Memorandum will be effective January 1, 2024, by VCBH and The Salvation Army and will terminate June 30, 2027. Otherwise, this Memorandum may be terminated in accordance with the section on Termination below.
- B. Termination.
 - (i) Any party may terminate this Memorandum without cause by giving the other party(ies) ninety (90) days prior written notice.
 - (ii) A party wishing to terminate this Memorandum for cause must provide a written notice of intent to terminate to the party believed to be in breach or default. The notice will provide sixty (60) days for the party believed to be in breach or default to respond to said notice with an acceptable plan to cure cause for termination. If the parties are unable to reach a resolution of the problem within a reasonable period of time, any party may assert any other remedies which may be available under this Agreement or as provided by applicable laws.
- C. Confidentiality. VCBH and The Salvation Army agree that by virtue of entering into this Memorandum they will have access to certain confidential information regarding the other party's operations related to this Development. VCBH and THE SALVATION ARMY agree that they will not at any time disclose confidential information and/or material without the consent of the other party unless such disclosure is authorized by this Memorandum or required by law. Unauthorized disclosure of confidential information shall be considered a material breach of this Memorandum. Where appropriate, releases will be secured before confidential information is exchanged. Confidential BHBH Tenant information will be handled with discretion and good professional judgment, and in accordance with applicable laws related to the confidentiality of patient information, including, but not limited to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). Welfare and Institutions Code section 5328, 42 Code of Federal Regulations Part 2, and Confidentiality of Medical Information Act found at California Civil Code section 56 et seq.

- D. Arbitration. Should any party wish to commence an action for damages under this Memorandum, it shall be required to adjudicate the dispute through binding arbitration under the rules of the American Arbitration Association or under such rules to which the parties may agree. Notwithstanding any other American Arbitration Association rule to the contrary, the parties agree that they shall not request attorney fees and each party shall bear their own attorney fees. Any award rendered by the arbitrator shall be final and binding upon each of the parties, and judgment there upon shall be borne by the losing parties. During the course of the arbitration this Memorandum shall remain in full force and effect unless otherwise terminated as provided in this Memorandum.
- E. Accessibility and Nondiscrimination. All BHBH Program-funded projects shall adhere to the accessibility requirements set forth in California Building Code Chapters 11A and 11B and the Americans with Disabilities Act (ADA), Title II. In addition, developments shall adhere to either the Uniform Federal Accessibility Standards (UFAS, 24 CFR Part 8) or HUD's modified version of the 2010 ADA Standards for Accessible Design (Alternative 2010 ADAS, HUD-2014-0042-0001, 79 FR 29671 [5/27/14], commonly referred to as "the Alternative Standards" or "HUD Deeming Memo"). Accessible units shall, to the maximum extent feasible and subject to reasonable health and safety requirements, be distributed throughout the project and be available in a sufficient range of sizes and amenities consistent with 24 CFR Part 8.26.

Grantees shall adopt a written nondiscrimination policy requiring that no person shall, on the grounds of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status (except where explicitly prohibited by federal law), justice system involvement (except where explicitly required by law), or arbitrary characteristics, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project or activity funded in whole or in part with funds made available pursuant to the BHBH RFA. Nor shall all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project or activity funded in whole or in part with funds made available pursuant to the BHBH RFA.

Grantees shall comply with the requirements of the Americans with Disabilities Act of 1990, the Fair Housing Amendments Act, the California Fair Employment and Housing Act, the Unruh Civil Rights Act, Government Code Section 11135, Section 504 of the Rehabilitation Act of 1973, and all regulations promulgated pursuant to those statutes, including 24 CFR Part 100, 24 CFR Part 8, and 28 CFR Part 35.

- F. Severability. In the event any provision of this Memorandum shall be found to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the validity, legality, and enforceability of the remainder of the Memorandum.

G. Amendments. This Memorandum may be amended only in writing and authorized by the designated representative of VCBH and The Salvation Army.

H. Indemnification.

- (i) Each party agrees to indemnify and hold harmless the other party from any and all liability, loss, damage, claim, fine or expense, including costs and attorneys' fees, arising due to the negligence or intentional acts omissions of such party, its employees or agents (excluding students) in the performance of this Memorandum, but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its employees, or agents.
- (ii) Where the Parties are named as joint defendants in any claim or cause of action arising out of this Memorandum, the Parties intend to cooperate and coordinate in the areas of risk management and control, claims investigation, and litigation to the extent practicable and within appropriate considerations of conflict of interest; provided, however, that each party shall retain ultimate control of its own risk management and defense.

I. Integration. This Memorandum contains the entire understanding of the Parties with respect to the subject matter hereof and supersedes all prior and contemporaneous oral and written agreements, understandings, and representations among the Parties. No amendments to this Memorandum shall be binding unless executed in writing by both parties.

J. Notice. Any notice or communication required or permitted under this Memorandum shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth below or to such address as one may have furnished to the other in writing.

K. Governing Law. This Memorandum shall be governed by and construed in accordance with the laws of the State of California.

If to County:

Dr. Loretta L. Denering, Dr, PH, MS, Acting
Director
Ventura County Behavioral Health Department
1911 Williams Drive, Suite #200
Oxnard, CA 93036

If to The Salvation Army:

16941 Keegan Avenue
Carson, CA 90746

COUNTY OF VENTURA

By: _____

Name: _____

Title: _____

Date: _____

THE SALVATION ARMY

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT “B”
PAYMENT PROVISIONS
THE SALVATION ARMY
HOPE CENTER
January 1, 2024 through June 30, 2027

CONTRACTOR shall be paid according to the following:

A. PAYMENT

The maximum total amount of the Agreement for the period January 1, 2024 through June 30, 2027 shall not exceed a budget of \$3,253,938. See attached budget.

- B. Payment shall be made upon the submission of approved invoices to COUNTY, and in accordance with the operational budget (see attached budget). Notwithstanding any other provisions of this Agreement in no event shall the maximum amount payable herein exceed the maximum amount specified in Section A above.
- C. CONTRACTOR shall bill COUNTY monthly in arrears by using the CONTRACTOR’s invoice form. All invoices submitted shall clearly reflect all required information regarding the services for which claims are made, in the form and with the content specified by COUNTY. CONTRACTOR shall submit appropriate documentation along with an invoice for reimbursement. Invoices for reimbursement shall be completed by CONTRACTOR, dated, and forwarded to COUNTY within ten (10) working days after the close of the month in which services were rendered. Incomplete or incorrect claims shall be returned to CONTRACTOR for correction and re-submittal and will result in payment delay. Late invoices will also result in payment delay. Following receipt of a complete and correct monthly invoice and approval by COUNTY, CONTRACTOR shall then be paid within forty-five (45) working days of submission of a valid invoice to the COUNTY.
- D. It is expressly understood and agreed between the parties hereto that COUNTY shall make no payment and has no obligation to make payment to CONTRACTOR unless the services provided by CONTRACTOR hereunder were authorized by the VCBH DIRECTOR or designee prior to performance thereof.
- E. In the event that CONTRACTOR fails to comply with any provisions of this Agreement, including the timely submission of any and all reports, records, documents, or any other information as required by COUNTY, State, and appropriate Federal agencies regarding CONTRACTOR’s activities and operations as they relate to CONTRACTOR’s performance of this Agreement, COUNTY shall withhold payment until such noncompliance has been corrected.
- F. COUNTY and CONTRACTOR agree to meet on an ongoing basis to negotiate concerns related to this Agreement, including but not limited to concerns regarding service delivery and outcomes, documentation and reporting requirements, financing and revenue production.
- G. COUNTY shall have the right to recover overpayment to CONTRACTOR as a result of any audit or disallowance review under this Agreement. Upon written notice by COUNTY to CONTRACTOR of any such audit or disallowance review, CONTRACTOR shall reimburse the COUNTY the full amount of disallowance within in a period of time to be determined by the COUNTY. Reimbursement shall be made by CONTRACTOR.

BUDGET

January 1, 2024 through June 30, 2027

A.

Position (FTEs)	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
1.0 FTE Ventura County Social Services Director	First Year FY24/25: 1.0 FTE @\$85,280 salary	\$ -		\$ 85,280	\$ 89,544	\$ 94,021	\$ 268,845
1.0 FTE Program Manager	First Year FY24/25: 1.0 FTE @\$80,000 salary	\$ -		\$ 80,000	\$ 84,000	\$ 88,200	\$ 252,200
1.0 FTE Case Manager	First Year FY24/25: 1.0 FTE @\$26.00 per hour	\$ -		\$ 54,080	\$ 56,784	\$ 59,623	\$ 170,487
1.0 FTE Housing Navigator	First Year FY24/25: 1.0 FTE @\$26.00 per hour	\$ -		\$ 54,080	\$ 56,784	\$ 59,623	\$ 170,487
3.5 FTE Shift Monitors	First Year FY 24/25: 3.5 FTE @\$19.00 per hour	\$ -		\$ 138,320	\$ 145,236	\$ 152,498	\$ 436,054
1.0 FTE Cook	First Year FY24/25: 1.0 FTE @\$20.00 per hour	\$ -		\$ 41,600	\$ 43,680	\$ 45,864	\$ 131,144
TOTAL SALARIES		\$ -	\$ -	\$ 453,360	\$ 476,028	\$ 499,829	\$ 1,429,217
Benefits Rate (percent)	23%			23.00%	23.00%	23.00%	23.00%
Personnel Medical/Dental	First Year FY24/25: Monthly medical @\$8,568, dental @\$202 = \$8,770 monthly x 8			\$ 70,160	\$ 73,668	\$ 77,351	\$ 221,179
BENEFITS		\$ -	\$ -	\$ 174,433	\$ 183,154	\$ 192,312	\$ 549,899
TOTAL PERSONNEL		\$ -	\$ -	\$ 627,793	\$ 659,182	\$ 692,142	\$ 1,979,117
SUBCONTRACTORS							
Subcontractors Name	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Not Applicable		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER DIRECT							
Other Direct Costs	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Professional Fees (payroll, supplies (office, cleaning, kitchen supplies)		\$ -		\$ 21,840	\$ 24,079	\$ 25,283	\$ 71,202
Program supplies (hygiene kits, clothing, blankets, soap)		\$ -		\$ 16,800	\$ 17,640	\$ 18,522	\$ 52,962
Phone		\$ -		\$ 15,750	\$ 16,538	\$ 17,365	\$ 49,652
Postage and Shipping		\$ -		\$ 4,515	\$ 4,741	\$ 4,978	\$ 14,234
Occupancy		\$ -		\$ 630	\$ 662	\$ 695	\$ 1,987
Equipment/Furnishings		\$ -		\$ 74,000	\$ 77,700	\$ 81,585	\$ 233,285
Printing and publications		\$ -		\$ 9,450	\$ 9,923	\$ 10,419	\$ 29,792
Food for clients		\$ -		\$ 4,725	\$ 4,961	\$ 5,209	\$ 14,895
Renovations	First Year FY24/25: \$25,000 per bathroom x 7			\$ 105,000	\$ 111,000	\$ 120,000	\$ 336,000
TOTAL OTHER		\$ -	\$ -	\$ 427,710	\$ 267,242	\$ 284,056	\$ 979,008
INDIRECT COSTS							
Indirect Cost	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Indirect Cost Rate (percent)				10.00%	10.00%	10.00%	N/A
TOTAL INDIRECT COSTS		\$ -	\$ -	\$ 105,550	\$ 92,642	\$ 97,620	\$ 295,813
GRAND TOTAL							
Totals	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Amount		\$ -	\$ -	\$ 1,161,053	\$ 1,019,067	\$ 1,073,818	\$ 3,253,938
SERVICE DETAILS							
Service Details	(Optional Description)	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Estimated Number of Bed-Nights: Total	20 beds per night x 365 nights = 7,300			7,300.0	7,300.0	7,300.0	21,900.0
Estimated Number of Bed-Nights: Daily	20 bed nights daily			20.0	20.0	20.0	60.0
Estimated Number of Unduplicated Individuals Served Total	20 unduplicated individuals served for 90 days (quarterly) each x 4 quarters			80.0	80.0	80.0	240.0
Estimated Number of Unduplicated Individuals Served Monthly	80 unduplicated individuals served annually divided by 12 months = 6.7			6.7	6.7	6.7	20.0
Night		\$ -		\$ 159.05	\$ 139.60	\$ 147.10	\$ 445.75

B. Budgetary Line-item Adjustments

Budgetary line-item Adjustments must be pre-approved by COUNTY, CONTRACTOR must provide advance notice to COUNTY of the need for a budgetary line-item adjustment and submit all documentation and information needed to evaluate and support the budgetary line-item

adjustment. Upon approval from COUNTY, adjustments to budgetary line items will be subject to any conditions imposed by COUNTY. Any approved increase to a budgetary line item must identify a corresponding decrease to ensure that the total contract maximum, as set forth in this Agreement, is not exceeded. Budgetary line-item adjustments that exceed 10% will require an amendment.