

File ID: 2026-00896

5/5/2026

---

**[Contract] United Way California Capital Region for the Sacramento Children's Fund  
Guaranteed Basic Income for Transitional Age Foster Youth Program [Published for 10-Day  
Review 04/24/2026]**

File ID: 2026-00896

**Location:** Citywide

**Recommendation:** Pass a **Motion** 1) authorizing the City Manager or designee to execute a grant agreement with United Way California Capital Region (UWCCR) for an initial three-year agreement for the administration of the Sacramento Children's Fund Guaranteed Basic Income (GBI) for transitional age foster youth program for a contract amount of \$4,800,000 ; and 2) authorizing the City Manager or designee to execute two additional one year grant amendments to the original agreement contingent upon performance review and fund availability for a total five year contract not to exceed \$8,000,000.

**Contact:** Rene Kausin, Program Manager, (916) 808-6157, rkausin@cityofsacramento.org, Department of Youth, Parks, and Community Enrichment

**Presenter:** None

**Attachments:**

- 1-Description/Analysis
- 2-Agreement- United Way California Capitol Region

**Description/Analysis**

**Issue Detail:** Per Measure L, Sacramento City Charter § 120 Sacramento Children's Fund may only be used to engage qualified organizations to provide youth services in accordance with an adopted Five-Year Strategic Investment Plan and the city shall select qualified organizations to receive Sacramento Children's Fund money based on an open, transparent, and competitive process, as may be established by the City.

In September 2024, City Council adopted the current Sacramento Children's Fund Strategic Investment Plan (SIP). The SIP includes a 20% allocation of the five-year funding to Guaranteed Basic Income (GBI) for Transitional Age Foster Youth programming.

City Staff released a Notice of Funding Opportunity (NOFO) for GBI providers via the City's Grant Management System (GMS) on December 10, 2025. The Notice of Funding Opportunity (NOFO) sought eligible entities to administer a GBI Program that provides unconditional, individual, regular cash payments intended to support the basic needs of transitional age foster youth. Respondents had 60 days to submit an application.

After a review panel of industry professionals scored the applications, UWCCR California Capital Region (UWCCR) was selected to receive the grant award. The City has negotiated an agreement with the consultant and will now seek the approval of City Council to enter into contract.

A grant agreement has been negotiated with UWCCR California Capital Region for up to 5 years with a total award amount of up to \$8 million dollars. The City will fund an initial three-year funding period from July 1, 2026 - June 30, 2029, with up to \$4.8 million dollars. After the initial three-year funding period, the grantee will be eligible for up to two additional one-year funding periods until June 30, 2031. Renewals will be based upon performance review and funding availability.

The purpose of this agreement is to implement the funding priorities outlined in the council adopted Strategic Investment Plan and administer a GBI program for foster youth transitioning out of the foster care system in Sacramento.

UWCCR will administer a Guaranteed Basic Income program for Sacramento residents between the ages of 16 and 24 who have previously exited foster care (Child Welfare/Juvenile Justice) with the following scope of services outlined in the agreement:

- Over the five-year grant period, UWCCR proposes to serve at least 200 eligible former foster youth with a monthly benefit of \$900.50 for up to 30 months, delivered across at least two cohorts
- A comprehensive outreach and enrollment strategy to ensure inclusive access to the program for eligible participants, including targeted strategies to mitigate any anticipated barriers to access.
- Provides multiple disbursement options including direct deposit to an existing bank account via partner Usio; a new bank account with SAFE Credit Union (CU); or a loadable physical MasterCard debit card issued by Usio.
- Wrap-around services available including financial counseling, workforce development, mentoring and other services from Tier 1 partners including Native Sisters Circle, Women United, Academy STAY, PIVOT, LGBTQ Center, CASA, and WellSpace Health and the Financial Empowerment Center.
- Provides public benefits counseling at enrollment to ensure informed youth participation and pursuit of all necessary waivers available for CalWorks, CalFresh and more.
- Partnership with a third-party evaluator to assess the program effectiveness and collect and submit to the city individual participant level data.

Anticipated Program Outcomes for participants include:

1. Increased housing stability and reduced homelessness
2. Reduced financial stress and crisis episodes
3. Improved mental and emotional well-being
4. Increased access to early childhood supports for parenting participants

**Policy Considerations:** Measure L City Charter.

The Sacramento City Code Section 4.04.020 and the City Council Rules of Procedure (Chapter 7, Section E.2.d) mandate that unless waived by a 2/3 vote of the City Council, all labor agreements, and all agreements greater than \$1,000,000 shall be made available to the public at least ten (10) days prior to City Council action. This item was published for 10-day review in compliance with the City Code.

**Economic Impacts:** Not applicable.

**Environmental Considerations:** Not applicable.

**Sustainability:** Not applicable.

**Commission/Committee Action:** Not applicable.

**Rationale for Recommendation:** Per the adopted Sacramento Children's Fund Strategic Investment Plan, the City must allocate 20% of the current SIP to Guaranteed Basic Income for transitional age foster youth. An agreement with UWCCR to administer a GBI program for the Sacramento Children's Fund in alignment with the current council adopted five-year Strategic Investment Plan (SIP) will allow the City to meet the requirements outlined in the Measure.

**Financial Considerations:** Per the City Council adopted Strategic Investment Plan, an allocation of 20% of the total five year Measure L funding is dedicated to Guaranteed Basic Income programming for transitional age foster youth. The total contract amount not to exceed \$8,000,000 will be charged to Measure L Youth Funding project (I80000100) There are sufficient funding in the project to execute the initial agreement.

**Public/Neighborhood Outreach and Comments:** Not applicable.

# SACRAMENTO CHILDRENS FUND GUARANTEED BASIC INCOME GRANT AGREEMENT

This Grant Agreement (“Agreement”), dated July 1, 2026 (the “Execution Date”), is between the City of Sacramento, a municipal corporation (“City”), and United Way California Capital Region, a 501(c)(3) non-profit corporation United Way California Capital Region.

## Background

- A. In December 2017, the Sacramento City Council adopted a Citywide Youth Development Campaign Plan that was intended to guide the City in the design, operations, and evaluation of its children and youth programs. The Plan lays out a set of goals that the City will strive to achieve through its own programs and through strategic partnerships.
- B. In November 2022, after years of youth-led community organizing and advocacy, voters in the City of Sacramento approved the Sacramento Children and Youth Health and Safety Act. Also known as “Measure L,” this Act established the Sacramento Children’s Fund (“SCF” or “the Fund”) as a dedicated stream of sustained funding to support positive youth development and youth violence prevention programs for Sacramento children and youth less than 25 years of age.
- C. Measure L identified five fund goals that provide overarching direction for investing available funds in the Sacramento Community:
  - a. Goal 1: Support the mental health and emotional wellness of youth
  - b. Goal 2: Prevent and reduce youth homelessness
  - c. Goal 3: Prevent and reduce youth substance abuse
  - d. Goal 4: Prevent and reduce youth violence
  - e. Goal 5: Support the healthy development of children ages 0-5
- D. In September 2024, the City Council adopted a Five-Year Strategic Investment Plan (2023/24-2028/29) (“SIP”), as required by Measure L, available [here](#).
- E. Subsequently, the City issued a Request for Proposals seeking a non-profit community-based organization and/or a public agency to operate a guaranteed basic income program for former foster youth ages 16 to 24 incorporated herein by this reference.
- F. City and Grantee enter into this Agreement for the purpose of establishing each party’s rights and obligations with regard to the disbursement and expenditure of the Funds.

**With these background facts in mind, the City and Grantee agree as follows:**

1. **Term.** Due to the nature of the funding stream, this Agreement will have three terms.

- (a) **Initial Term:** The initial term of this Agreement will begin July 1, 2026 (the “Effective Date”) through June 30, 2029.
- (b) **Subsequent Terms:** The City may extend the term of this Agreement for up to two additional one-year terms, for a maximum 5 year term ending June 30, 2031. Extensions for Subsequent Terms are conditioned upon the Grantee remaining in good standing with the City, compliance with the terms of this Agreement, demonstrative effectiveness of Grantee’s program, and funding availability.
- (c) The City shall notify the Grantee no less than 30 days before the expiration of the then current term if it does not intend to renew this Agreement for a Subsequent Term.
- (d) The City reserves the right to terminate this Agreement prior to the expiration of the Initial Term or a Subsequent Term, pursuant to Section 10 of this Agreement.

## 2. Grant Funds – Services and Budget.

- (a) The City shall disburse to the Grantee a total sum not to exceed \$4,800,000.00 the “City Funds”) solely to carry out the activities listed in Attachment 1 (“Scope of Work”) in accordance with the budget listed in Attachment 2 (“Budget”). In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, costs incurred in excess of the amount allocated for the current budget year, or for costs incurred after the expiration or termination of this Agreement. the “City Funds”) solely to carry out the activities listed in **Attachment 1 (“Scope of Work”)** in accordance with the budget listed in **Attachment 2 (“Budget”)**. In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, costs incurred in excess of the amount allocated for the current budget year, or for costs incurred after the expiration or termination of this Agreement.
- (b) Grantee may seek reimbursement only for costs incurred that are necessary to carry out the activities consistent with the Scope of Work and the Budget for the current budget year. For the purposes of this Agreement, the Grantee has “incurred” a cost if the Grantee has: (i) paid an expense for the Scope of Work in accordance with the Budget, or (ii) is obligated to pay an expense for the Scope of Work in accordance with the Budget, but has not yet made the payment.
- (c) Grantee will provide a cash match of \$0 and certifies that these funds are available to complete the Scope of Work. The Grantee must submit documentation corroborating match contribution as part of its required invoices, accounting, and reporting.
- (d) Indirect costs cannot total more than 10% of the total direct costs.

- (e) Grantee shall perform all services authorized under this Agreement in the manner and according to the standards currently observed by a competent practitioner of Grantee's profession in California. Grantee shall assign only competent personnel to perform services under this Agreement. Grantee shall notify City in writing of any changes in Grantee's staff assigned to perform the services under this Agreement prior to any such performance.
- (f) Grantee shall not assign any rights or duties under this Agreement to a third party without the express prior written consent of City. Grantee agrees that the City shall have the right to approve any and all subcontractors to be used by Grantee in the performance of the Scope of Work this Agreement before Grantee contracts with or otherwise engages any such subcontractors unless they are identified in **Attachment 1**. Notwithstanding the foregoing, to the extent set forth and described in the Scope of Work, Grantee may work with collaborative service partners, which may include any entity that will share resources that impact the delivery of the services (such as school sites and other non-profit community service organizations), provided that Grantee shall ensure that it obtains all necessary permits to conduct the Scope of Work at such sites.

### **3. City Funds Disbursement.**

- (a) The City will disburse up to 25% of the City Funds for the Initial Term within 30-90 days of the Execution Date. The City will disburse the remaining funds in arrears on a quarterly reimbursement basis. Grantee must provide the City with a written report on the progress made on the Scope of Work (see Inspection, Monitoring, Evaluation and Program Changes, section 7, below), and a detailed and properly documented request for reimbursement which will include a detailed accounting of costs already incurred in sufficient detail for the City, in its opinion, to substantiate the costs (see Invoice Requirements, section 6, below). Prior to requesting additional reimbursement, Grantee must demonstrate that it has appropriately expended any funds previously advanced.
- (b) The same disbursement procedure will be utilized in the Subsequent Terms (if applicable). If the City, in its sole discretion, determines the Grantee has demonstrated satisfactory performance in the previous term, the City will release up to 25% of grant funds for the subsequent year within 30-90 days of the start of the Subsequent Term.
- (c) The Grantee will be notified following receipt of a request for reimbursement of any circumstances or data identified by the City that would cause withholding of approval and subsequent payment, including non-compliance under the terms of any grant agreement with the City. The City reserves the right to request any additional documentation it determines is needed to substantiate any request for reimbursement and/or to withhold payment of unauthorized or unsubstantiated amounts. Further grantee noncompliance procedures, as outlined in Attachment 3, are incorporated here by reference.
- (d) If the Grantee receives a refund or credit for any cost for which it received a payment of City Funds, Grantee shall return City Funds in an amount equal to the refund or credit by check

payable to the City and delivered to the City no later than 10 days following receipt of such refund or credit, unless otherwise agreed to, in writing, by the City.

**4. Use of City Funds.** Grantee may expend the City Funds only for the Scope of Work, subject to the following limitations:

- (a) Grantee may not use the City Funds for: (i) its overhead, general organization, or administrative expenses which are not directly related to performing the Scope of Work, except to the extent listed in the Authorized Budget for indirect costs; (ii) acquisition, lease or maintenance of any capital item or real property that is not for primary and direct use by youth; (iii) fundraising or lobbying activities; (iv) expenses associated with the preparation of the Proposal, negotiating the terms of this Agreement, or costs incurred prior to the Execution Date unless included in the Budget; or (v) expenses not listed in the Authorized Budget.
- (b) Grantee may adjust the line items in the Budget with prior written approval by the City Representative listed in Section 11, except that the total amount of such adjustments may not exceed 20% of the direct costs in the Budget. Grantee shall submit requests for line item adjustments in accordance with the notice procedures in Section 11. Any line item adjustment in excess of 10% is void unless authorized in advance through an amendment to this Agreement.
- (c) Grantee may not use the City Funds to supplant (displacing or replacing) funds provided by other entities or held by Grantee prior to the Execution Date to provide other youth services already being funded by those entities or donations received by Grantee for such other youth services. Grantee shall not use the City Funds awarded pursuant to this Agreement to pay for direct or indirect costs already covered by other grants (from the City or other entity) or funds already designated by the Grantee for the same costs.
- (d) If the City (including the Accounting Manager or City Auditor) determines that the City Funds were expended by Grantee for uses not listed in the Budget or in violation of the terms of this Agreement, including **Attachment 3** (“Grantee Noncompliance Procedures”), Grantee shall reimburse City for the amount of the unauthorized expenditures. Reimbursement shall be made by check payable to the City and delivered to the City Representative at the address set forth in Section 10 within 30 days from the date of the demand for repayment, unless the City approves in writing an alternative repayment plan.
- (e) This Section 4 will survive the expiration or termination of this Agreement.

**5. Accounting and Reporting.**

- (a) Grantee shall keep all City Funds received under this Agreement separate from all other funds under its control. Grantee shall track monetary expenditures as a separate project to prevent the commingling of other organization expenses not related to the Scope of Work.

Throughout the term of this Agreement, Grantees will be required to collect information including but not limited to, participant information, activities data, administer a participant survey and submit reports that demonstrate the implementation of grant activities and progress/completion of program goals.

- (b) During the term of this Agreement and for five years after its termination or expiration, the Grantee shall maintain records of all matters related to this Agreement in accordance with generally accepted accounting practices, including, but not limited to, the following: ledgers, budget records, books, financial records, supporting documents, statistical records, personnel and payroll records, property records, and all other pertinent records sufficient to reflect properly all direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred in performance of this Agreement and all other matters covered by this Agreement. The records shall document all financial transactions, including but not limited to contracts, invoices, timecards, cash receipts, vouchers, canceled checks, bank statements and/or other official documentation evidencing in proper detail the nature and propriety of all charges paid with the City Funds. Grantee shall submit to the City, at such times and in such forms as the City may require, such records pertaining to matters covered by this Agreement.
- (c) Grantee shall make its records and employees related to the services provided under this Agreement available for inspection and audit by City and any external auditor contracted by the City for the express purpose of auditing the Sacramento Children's Fund. At City's election, the City Accounting Manager or City Auditor, at all reasonable times, may audit Grantee's books, records, and accounts to determine whether the Grantee has complied with the terms of this Agreement. City shall have the right for any reason whatsoever to perform, or cause to be performed an independent audit. Such audits may cover programmatic as well as fiscal matters. The Grantee will be afforded an opportunity to respond to any audit findings, and have the responses included in the final audit report. Costs of such independent audits shall be borne by the City. This Section 5 will survive the expiration or termination of this Agreement.

## 6. Invoice Requirements

- (a) Grantee shall provide City with progress reports which list the number of youth participating in the program and other matters regarding the program as listed in **Attachment 1** ("Scope of Work").
  - (i) Participant Surveys (see Section 7, below)
  - (ii) Expenditure reports. Expenditure reporting must align with the Budget and must include documentation corroborating all expenses including time sheets and receipts with written justification as to the purpose of the expenditure. Invoices must be accompanied by the following reports, as outlined in Attachment 4 ("Marketing and Reporting Requirements"):

- Quarter 1 Report (expenditures, participants, activity)
  - Quarterly Reports (expenditures, participant data, activity data, progress towards objectives, survey status, program highlights and challenges)
- (b) Close-out Report. Within 60 calendar days after either completion of the Scope of Work or the Expiration Date, whichever occurs first, Grantee shall provide City with a final report that lists the program accomplishments and expenditure of the City Funds. Grantee's failure to provide the final report or Grantee's unauthorized use of City Funds may result in the Grantee being barred from being eligible for City grant funding in future years.
- (c) The City shall also review the information provided by Grantee under Section 5 (Accounting and Reporting) as part of the performance review process. Grantees unable to demonstrate sufficient progress toward program objectives or unable to demonstrate spending in accordance with the Authorized Budget, could be subject to the withholding of future funds and/or early termination or non-renewal of this Agreement.

- 7. Inspection, Monitoring, Evaluation and Program Changes.** At any time during normal business hours, and as often as may be deemed necessary, Grantee agrees that the City, and/or any of its authorized representatives shall have access to and the right to examine its offices and facilities engaged in performance of services under this Agreement. No prior notice to Grantee of such inspection by City shall be required.

Grantee shall furnish all data, statements, records, information, and reports necessary for the City to monitor, review and evaluate the performance of the Scope of Work. Grantee shall cooperate with the City in the conduct of any evaluation of Grantee's youth development program and services, including any performance data requested by the City, including feedback from program participants, caretakers, and the community. Grantee shall further cooperate to incorporate minor modifications to the program that may be discovered as necessary and appropriate as a result of feedback from the monitoring and evaluation process. City shall have the right to request the services of an outside agent to assist in any such evaluation, which services shall be paid for by the City.

Grantee recognizes and agrees that an evaluation of the Scope of Work may be completed after the expiration of the first year or the Term. In the event funding for a second year is included in this Agreement, Grantee acknowledges and agrees that such additional funding may be determined based on the results of the evaluation process and City may request changes to the Scope of Work and Budget for the second year or services.

- 8. Non-Discrimination.** Grantee shall not discriminate against any program participant on the grounds of sex which includes gender identity and gender expression, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, citizenship, primary language or immigration status. The foregoing is based on Section 51 of the CA Civil Code, which is incorporated herein by reference as if set forth herein in full, and includes any other applicable federal, state, or local law prohibiting discrimination.

If Grantee is a religious organization, Grantee may not require program participants to engage in any activity or ceremony associated with education or advocacy of that organization's religious beliefs or creed. However, the program offered by Grantee under this Agreement may be held within a church building or a building that may include religious statutes or displays associated with that organization's beliefs or creed.

**9. Fingerprinting/Criminal Background/Tuberculosis Checks** The Grantee shall not employ a person, whether as an employee, contractor, or volunteer ("Personnel"), in a position with supervisory or disciplinary authority over a minor in connection with this agreement if the person has been convicted of an offense identified in Public Resources Code section 5164, subdivision (a)(2).

- (a) Grantee shall require all of its Personnel interacting with minors or individuals with developmental disabilities during the term of this Agreement to submit to being fingerprinted and background checked by the California Department of Justice, prior to receiving City Funds or providing services. A background check includes a valid criminal history summary. A conviction for a violation or attempted violation of an offense committed outside the State of California shall be included in this review if the offense would have been a crime if committed in California.
- (b) If at any time, Grantee or any of its Personnel are arrested for, or convicted of a felony or misdemeanor involving a sex offense, violent offense or offense involving moral turpitude, Grantee shall immediately notify the City Representative identified in Section 11 this Agreement.
- (c) Grantee shall likewise be responsible for ensuring that its Personnel are tested for Tuberculosis prior to providing services under this Agreement.
- (d) Proof of completion of the background check and TB testing will be provided to the City prior to initiation of any Scope of Work activities under this Agreement. City may require Grantee to submit evidence of Grantee's compliance with these requirements at any time.
- (e) Grantee shall require all subcontracts and/or subawards to include the provisions of this section, and shall be responsible for ensuring compliance by all subcontractors and subrecipients.

## **10. Suspension and Termination.**

- (a) City shall have the right, at any time, to temporarily suspend Grantee's performance hereunder, in whole or in part, by giving a written notice of suspension to Grantee. If City gives such notice of suspension, Grantee shall immediately suspend its activities under this Agreement, as specified in such notice.

(b) The City shall have the right to terminate this agreement at any time by giving a written notice of termination to Grantee. Upon receipt of such notice, Grantee shall immediately cease performance under this agreement as specified in the notice. If the City terminates this agreement, the City shall reimburse the Grantee for costs incurred and services performed prior to the date of the termination notice; provided, however, City shall not in any manner be liable for special, incidental, indirect, punitive, or consequential damages. Grantee shall furnish to the City any financial information requested by the City to determine the costs incurred and/or reasonable value of any services provided by Grantee. The foregoing does not affect any right or remedy that City may have in law or equity.

**11. Representatives and Notices.** Grantee shall assign a single program coordinator who shall have overall responsibility for the performance of this Agreement by Grantee. Should circumstances or conditions require a substitute Grantee coordinator, Grantee shall notify the City Representative identified below.

Any notice under this Agreement must be in writing and will be considered properly given and effective only when mailed or delivered in the manner provided by this section to the persons identified below or their successors. If mailed, the notice will be effective on the second calendar day from the date it is deposited in the United States Mail addressed as set forth below with postage prepaid. A notice sent in any other manner (e.g., e-mailed or hand-delivered) will be effective or will be considered properly given when actually delivered.

If to Grantee:                   Dr. Dawnte Early  
  President/CEO  
  10389 Old Placerville Road  
  Sacramento, CA 95827  
  Amber.lovett@uwccr.org

If to City:                        Rene Kausin  
  Youth Development Program Manager  
  City of Sacramento  
  915 I Street, 3rd floor  
  Sacramento CA 95814

Any party may change its address for these purposes by giving written notice of the change to the other parties in the manner provided in this section.

**12. Indemnity.** Grantee shall defend, hold harmless, and indemnify City, its officers, employees, and agents from and against any and all actions, damages, costs, liabilities, claims, demands, losses, judgments, penalties, costs and expenses of every type and description, including, but not limited to, any fees and/or costs reasonably incurred by the City's staff attorneys or outside attorneys and any fees and expenses incurred in enforcing this provision (collectively, "Liabilities"), including Liabilities arising from personal injury or death, damage to personal, real or intellectual property

or the environment, contractual or other economic damages, or regulatory penalties, arising out of or in any way related to Grantee's acts or omissions under this Agreement, whether or not (i) such Liabilities are caused in part by a party indemnified hereunder or (ii) such Liabilities are litigated, settled or reduced to judgment, except that the foregoing indemnity does not apply to liability for any damage or expense for death or bodily injury to persons or damage to property to the extent arising from the sole negligence or willful misconduct of the City, its officers, employees, agents, or independent contractors who are directly responsible to City. The provisions of this section will survive the expiration or termination of this Agreement.

- 13. Insurance.** During the term of this Agreement, Grantee shall maintain at its sole expense insurance coverage, as set forth in Attachment 5 (Grantee's Insurance).
- 14. Labor Peace Agreement.** Grantee shall not engage in conduct that would disrupt or interfere with a labor organization's activities or otherwise prohibit or discourage employee unionization.
- 15. Conflicts of Interest.** The Grantee, its officers, directors, employees, and agents shall not have or acquire any interest, directly or indirectly, that creates an actual or apparent conflict with the interests of City or that in any way hinders Grantee's performance under this Agreement.
- 16. Miscellaneous.**
  - (a) *Compliance with Applicable Laws.* Grantee shall conduct its affairs and carry on its operations in compliance with all applicable federal, state, and local laws. Grantee must be registered and in good standing with the Registry of Charitable Trusts maintained by the California Attorney General and the corporation must be registered, active, and in good standing with the Secretary of State corporation filings.
  - (b) *Assignment.* Grantee may not assign or otherwise transfer this Agreement or any interest in it without City's written consent, which the City may grant or deny in its sole discretion. An assignment or other transfer made contrary to this Section 16(b) is void.
  - (c) *Independent Contractors.* Grantee may assign employees and volunteers or contract with third parties to perform the Scope of Work at its exclusive discretion and the services of such assigned employees, volunteers and third parties shall be at the sole expense of Grantee and they shall not be entitled to any benefits payable to employees of City.
  - (d) *Third Parties.* This Agreement is for the sole benefit of Grantee and City and no other person or entity shall be entitled to rely upon, enforce, or receive any direct benefit from this Agreement.
  - (e) *No Joint Venture.* It is understood and agreed that each party is an independent person, entity or government agency and that this Agreement shall not create a relationship between City and Grantee of employer-employee, joint venture, partnership, or any other relationship of association. Except as expressly provided in this Agreement or as the parties may specify in writing, neither party shall have authority, express or implied, to act on behalf of the other party in any capacity whatsoever as an agent.

- (f) *Interpretation and Exhibits.* This Agreement is to be interpreted and applied in accordance with California law. All attachments are part of this Agreement.
- (g) *Waiver of Breach.* A party's failure to insist on strict performance of this Agreement or to exercise any right or remedy upon the other party's breach of this Agreement will not constitute a waiver of the performance, right, or remedy. A party's waiver of the other party's breach of any term or provision in this Agreement is not a continuing waiver or a waiver of any subsequent breach of the same or any other term or provision. A waiver is binding only if set forth in writing and signed by the waiving party.
- (h) *Severability.* If a court with jurisdiction rules that any nonmaterial part of this Agreement is invalid, unenforceable, or contrary to law or public policy, then the rest of this Agreement remains valid and fully enforceable.
- (i) *Counterparts.* The parties may sign this Agreement in counterparts, each of which is considered an original, but all of which constitute the same Agreement. Facsimiles, pdfs, and photocopies of signature pages of the Agreement have the same binding effect as originals.
- (j) *Time of Essence.* Time is of the essence in performing this Agreement.
- (k) *Integration and Modification.* This Agreement sets forth the parties' entire understanding regarding the matters set forth above and is intended to be their final, complete, and exclusive expression of those matters. It supersedes all prior or contemporaneous agreements, representations, and negotiations—written, oral, express, or implied—and may be modified only by another written agreement signed by both parties.
- (l) *Authority.* Each of the signatories to this Agreement represents that he/she is authorized to sign the Agreement on behalf of such party and that all approvals, resolutions and consents which must be obtained to bind such party have been obtained that no further approvals, acts or consents are required to bind such party to this Agreement.
- (m) *Tax Implications and Consequences.* The City makes no representations as to the tax consequences associated with the disbursement of funds related to this agreement, and any determination related to this issue is the sole responsibility of the Grantee. Grantee acknowledges consulting with its own tax advisors or tax attorneys regarding this transaction or having had an opportunity to do so prior to signing this agreement. Grantee acknowledges the City cannot provide advice regarding the tax consequences or implications of the funds disbursed to Grantee under the terms of this agreement.

[signature page follows]

IN WITNESS WHEREOF, this Agreement has been entered into as of the day and year first stated above.

**City of Sacramento**

By: \_\_\_\_\_  
Ryan Moore  
Assistant City Manager  
For: City Manager

Approved as to Form:

By: \_\_\_\_\_  
Harveen Gill  
Senior Deputy City Attorney

Attest:

By: \_\_\_\_\_  
City Clerk

**United Way California Capital Region**

By: \_\_\_\_\_  
Name: Dr. Dawnte Early  
Title: President/CEO

# **ATTACHMENT 1**

## **SCOPE OF WORK**

### **United Way California Capital Region Measure L – Guaranteed Basic Income (GBI) Project**

United Way California Capital Region (UWCCR) proposes a multi-cohort Guaranteed Basic Income (GBI) program designed to prevent and reduce youth homelessness among transition-age youth (TAY), while advancing secondary outcomes related to mental health and emotional wellness and the healthy development of children ages 0–5 for participants who are parents or caregivers.

This program directly aligns with the Sacramento Children’s Fund Strategic Investment Plan and the Measure L Charter by implementing a direct, unrestricted cash transfer strategy, identified as a recommended approach under Goal Area 2: Prevent and Reduce Youth Homelessness, while intentionally integrating supportive services and cross-system coordination to address upstream drivers of instability, trauma, and economic stress.

The program is grounded in UWCCR’s operational experience administering long-running GBI initiatives in Sacramento and is designed to generate actionable learning for the City, the Sacramento Children’s Fund Planning and Oversight Commission, and future Measure L investments.

#### **Phase 1: Co-Design and Outreach**

Purpose and Rationale:

Our program centers lived experience and community input, drawing upon the expertise of our current collegiate GBI program. During this phase, we will work with former foster youth currently enrolled at UC Davis and Sacramento State and other stakeholders and partners to influence the overall outreach and program design. Measure L is designed to promote equity and access, and having these voices at the table is essential to ensure the widest possible outreach and the lowest possible barriers to program participation. This phase advances Measure L’s emphasis on youth voice, equitable program access, and trauma-informed design, while ensuring readiness to meet City reporting and accountability requirements.

#### **Key Activities**

- Establish program governance and internal management structures
- Finalize workplan, budget, and procurement processes

- Recruit and compensate a former participant co-design team to inform outreach, application design, and participant experience
- Conduct partner co-design sessions with organizations serving foster youth, college-connected youth, and housing-insecure populations
- Develop and test intake, consent, data, and payment systems
- Train staff and partners on enrollment, benefits counseling, and participant support protocols

<b>Name</b>	<b>Start</b>	<b>Finish</b>
Startup Kickoff & Governance Setup	July 1, 2026	July 11, 2026
Finalize Workplan, Budget & Procurement Plan	July 1, 2026	July 25, 2026
Complete Partner MOU	July 1, 2026	October 31, 2026
Recruit & Contract Former Participant Co-Design Team	July 7, 2026	July 31, 2026
Former Participant Co-Design Sessions (Paid)	July 15, 2026	August 31, 2026
Partner Co-Design Sessions (Academy Stay, CASA, UC Davis GS, Sac State GS)	July 15, 2026	August 31, 2026
Application Design & Accessibility Review	August 3, 2026	September 1, 2026
Trauma informed training	August 1, 2026	November 31, 2026
Cohort 1 Outreach	September 1, 2026	October 31, 2026
Staff & Partner Training (Enrollment + Support)	September 1, 2026	September 24, 2026
Data System Buildout (Intake, Consent, Case Notes)	September 8, 2026	October 15, 2026
Payment Processor Setup & Testing	September 15, 2026	November 15, 2026
Participant Communications System Setup & Testing (SMS/Email/Helpdesk)	September 15, 2026	October 31, 2026

## **Phase 2: Cohort 1 Application Process**

Purpose and Rationale:

Phase 2 is designed to provide four weeks of application support through virtual and in-person community opportunities. This includes direct engagement with UWCCR staff and outreach and enrollment partners. The outcome of this phase will result in a list of individuals who will complete optional benefits counseling and proceed to enroll in Cohort 1, which consists of 100 people. During this phase, program partners and staff will help selected applicants gather verification documents needed to onboard the participant and will work to setup the payment method

selected. This phase aligns with Goal Area 2 strategies and supports Goal Area 1 through stress-reduction and stabilization.

**Key Activities**

- Participant outreach/marketing campaign
- Four-week application period with virtual and in-person application support
- Eligibility verification and randomized selection process
- Participant notification and enrollment verification
- Optional benefits counseling to support informed participation
- Payment method setup and onboarding orientation

**Outputs**

- 100 fully enrolled participants prepared to receive monthly GBI payments
- Complete baseline demographic and outcome data collection

Cohort 1 Outreach	September 1, 2026	October 31, 2026
Cohort 1 Application Open	October 1, 2026	October 31, 2026
Eligibility Review & Data Quality Checks and randomized selection	November 2, 2026	November 6, 2026
Notify Applicants (Selected + Not Selected)	November 9, 2026	November 13, 2026
Enrollment Verification	November 9, 2026	December 11, 2026
Optional Benefits Counseling	November 9, 2026	December 11, 2026
Payment Setup	November 9, 2026	December 11, 2026
Cohort 1 Onboarding & Orientation	November 9, 2026	December 11, 2026

**Phase 3: Payment and Supportive Services**

This phase is designed to commence direct payments to the selected applicants with ongoing support in areas such as housing, emotional well-being, parenting, job assistance, and financial empowerment. Furthermore, case management is offered as an opportunity to fully leverage GBI as a bridge to improved social and economic outcomes.

**Key Activities**

- Monthly unrestricted cash payments of \$900.50 for 30 months
- Ongoing participant support and case navigation (housing, mental health, employment, parenting resources)

- Offboarding participants as they age out or for any voluntary reason on the part of participants
- Onboarding new participants from the “waiting list,” including providing support for document gathering and optional benefits counseling
- Quarterly community convenings to strengthen social connection and peer support
- Quarterly monitoring and reporting to the City

**Anticipated Outcomes**

- Increased housing stability
- Reduced financial stress and crisis episodes
- Improved mental and emotional well-being
- Increased access to early childhood support for parenting participants

Cohort 1 Monthly Payments (\$900.50) – 30 Months	January 15, 2027	June 15, 2029
Participant Support (Monthly/As-needed)	January 15, 2027	June 15, 2029
Quarterly Community Meetings	January 15, 2027	June 15, 2029
Monitoring & Reporting (Quarterly)	January 15, 2027	April 18, 2029
Eligibility monitoring and additional onboarding	January 15, 2027	June 15, 2029

**Phase 4: Cohort 2 Application Process**

Purpose and Rational:

Phase 4 is designed to provide four weeks of application support through virtual and in-person community opportunities. This includes direct engagement with UWCCR staff and outreach and enrollment partners. The outcome of this phase will result in a list of individuals who will complete optional benefits counseling and proceed to enroll in Cohort 2, which consists of 100 people. During this phase, program partners and staff will gather verification documents necessary to onboard the participant and will work to set up the payment method selected.

**Key Activities**

- Participant outreach/marketing campaign
- Four-week application period with virtual and in-person application support
- Eligibility verification and randomized selection process
- Participant notification and enrollment verification
- Optional benefits counseling to support informed participation
- Payment method setup and onboarding orientation

## Outputs

- 100 fully enrolled participants prepared to receive monthly GBI payments
- Complete baseline demographic and outcome data collection

Program Refresh	February 1, 2028	February 29, 2028
Contract Review with City for go/no-go criteria	February 1, 2028	May 31, 2028
Cohort 2 Outreach	March 1, 2028	April 30, 2028
Cohort 2 Application Open	April 1, 2028	April 30, 2028
Eligibility Review & Data Quality Checks and randomized selection	May 1, 2028	May 5, 2028
Notify Applicants (Selected + Not Selected)	May 8, 2028	May 12, 2028
Enrollment Verification	May 8, 2028	June 9, 2028
Benefits Counseling	May 8, 2028	June 9, 2028
Payment Setup	May 8, 2028	June 9, 2028
Cohort 2 Onboarding & Orientation	May 8, 2028	June 9, 2028

## Phase 5: Cohort 2 Payment and Supportive Services

This phase is designed to commence direct payments to the selected applicants. This encompasses ongoing support provided by our partners in areas such as housing, emotional well-being, parenting, and job assistance. Furthermore, case management is offered as an opportunity to fully leverage GBI as a bridge to improve social and economic outcomes.

## Key Activities

- Monthly unrestricted payments for 30 months
- Ongoing participant support and community-building activities
- Offboarding participants as they age out or for any voluntary reason on the part of participants
- Onboarding new participants from the “waiting list,” including providing support for document gathering and optional benefits counseling
- Regular monitoring and reporting
- Contract Renewal with City

Cohort 2 Monthly Payments (\$900.50) – 30 Months	July 15, 2028	January 1, 2031*
Participant Support (Monthly/As needed)	July 15, 2028	January 1, 2031*
Quarterly Community Meetings	July 15, 2028	January 1, 2031*
Monitoring & Reporting (Quarterly)	July 15, 2028	January 1, 2031*

Eligibility monitoring and additional onboarding	July 15, 2028	January 1, 2031*
Contract Renewal 1 Discussion/Implementation	April 1, 2029	June 30, 2029
Contract Renewal 2 Discussion/Implementation	April 1, 2030	June 30, 2030

\* Timeline is based on a 5-year plan but would be adjusted should the City determine not to renew after the initial 3 years.

### **Phase 6: Evaluation, Learning & Reporting**

This phase ensures accountability, continuous learning, and compliance with Measure L reporting requirements. Data collection and evaluation activities are designed to generate actionable insights for program improvement and future policy decisions.

#### **Key Activities**

- Quarterly, mid-year, and annual reporting aligned with City templates
- Participant surveys and outcome tracking
- Cohort closeout and exit activities
- Final evaluation and learning products to inform Citywide GBI and youth homelessness strategies

#### **Key Outcomes and Metrics**

- Percentage of participants maintaining stable housing over time
- Changes in self-reported financial stress and well-being
- Utilization of supportive services
- Retention and completion rates
- Lessons learned to inform future Measure L investments

Cohort 1 Closeout and Exit Activities	May 1, 2029	June 30, 2029
Cohort 2 Closeout and Exit Activities	November 1, 2030	January 31, 2031
Final Evaluation, Learning Products & Reporting	January 1, 2031	June 30, 2031

## ATTACHMENT 2

### BUDGET

BUDGET TABLE				
<b>Applicant Agency:</b>	United Way California Capital Region			
<b>Grant Term:</b>	July 1, 2026 - June 30, 2027			
Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
<b>I. DIRECT COSTS - PERSONNEL</b>				
Total Direct Service Staff Salaries				
Kirt Lewis Program Manager (100% FTE)	\$74,160.00	\$74,160.00		
Fatima Noori Program Administrator (100% FTE)	\$68,640.00	\$68,640.00		
Chris Ringer Sr. Dir. Program Analytics (25% FTE)	\$21,399.99	\$21,399.99		
UWCCR Foster Youth GI Liason (2.5% FTE)	\$1,930.50			\$1,930.50
UWCCR Program Staff for Peak Periods (10 staff, 2.5% FTE)	\$21,588.07			\$21,588.07
TOTAL DIRECT SERVICE STAFF SALARIES	\$187,718.56	\$164,199.99	\$0.00	\$23,518.57
TOTAL DIRECT SERVICE STAFF & FRINGE BENEFITS	\$48,202.18	\$41,499.39		\$6,702.79
<b>II. DIRECT COSTS - OTHER</b>				
Total Equipment/Furniture	\$0.00	\$0.00		
Total Facility Rental	\$600.00	\$600.00		
Total Food	\$2,700.00	\$2,700.00		
Total General Office Supplies	\$500.00	\$500.00		
Total Participant Incentives	\$6,750.00	\$6,750.00		
Total Program Supplies	\$8,610.00	\$8,610.00		
Total Staff Training	\$0.00	\$0.00		
Total Travel/Transportation	\$750.00	\$750.00		
TOTAL DIRECT COSTS-OTHER	\$19,910.00	\$19,910.00	\$0.00	\$0.00
<b>III. TOTAL BENEFIT PAYMENTS</b>				
Total Benefit Payments	\$540,600.00	\$540,000.00	\$600.00	
<b>IV. ADMINISTRATIVE/INDIRECT COSTS</b>				
Total Admin/Indirect Costs	\$86,168.35	\$86,168.35		
<b>V. SUBCONTRACTORS</b>				
PIVOT Sacramento	\$20,000.00	\$20,000.00		
Academy Stay	\$20,000.00	\$20,000.00		
Native Sister Circle	\$20,000.00	\$20,000.00		
LGBT Center	\$20,000.00	\$20,000.00		
Wellspace	\$20,000.00	\$20,000.00		
CASA	\$20,000.00	\$20,000.00		
TOTAL SUBCONTRACTORS	\$120,000.00	\$120,000.00	\$0.00	\$0.00
<b>VI. PROGRAM EVALUATION</b>				
Total Program Evaluation	\$26,975.00	\$26,975.00		
<b>VII. OTHER</b>				
Total Other				
<b>TOTAL EXPENSES</b>	<b>\$1,029,574.09</b>	<b>\$998,752.73</b>	<b>\$600.00</b>	<b>\$30,221.36</b>

**BUDGET TABLE**

<b>Applicant Agency:</b>	United Way California Capital Region
<b>Grant Term:</b>	July 1, 2027 - June 30, 2028

Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
<b>I. DIRECT COSTS - PERSONNEL</b>				
Total Direct Service Staff Salaries				
Kirt Lewis Program Manager (100% FTE)	\$75,643.20	\$75,643.20		
Fatima Noori Program Administrator (100% FTE)	\$70,012.80	\$70,012.80		
Chris Ringer Sr. Dir. Program Analytics (25% FTE)	\$21,827.99	\$21,827.99		
UWCCR Foster Youth GI Liason (2.5% FTE)	\$1,930.50			\$1,930.50
UWCCR Program Staff for Peak Periods (10 staff, 2.5% FTE)	\$21,588.07			\$21,588.07
TOTAL DIRECT SERVICE STAFF SALARIES	\$191,002.56	\$167,483.99	\$0.00	\$23,518.57
TOTAL DIRECT SERVICE STAFF & FRINGE BENEFITS	\$382,005.12	\$42,299.70		\$6,702.79
<b>II. DIRECT COSTS - OTHER</b>				
Total Equipment/Furniture	\$0.00	\$0.00		
Total Facility Rental	\$600.00	\$600.00		
Total Food	\$2,700.00	\$2,700.00		
Total General Office Supplies	\$500.00	\$500.00		
Total Participant Incentives	\$6,750.00	\$6,750.00		
Total Program Supplies	\$8,610.00	\$8,610.00		
Total Staff Training	\$0.00	\$0.00		
Total Travel/Transportation	\$750.00	\$750.00		
TOTAL DIRECT COSTS-OTHER	\$19,910.00	\$19,910.00	\$0.00	\$0.00
<b>III. TOTAL BENEFIT PAYMENTS</b>				
Total Benefit Payments	\$1,080,600.00	\$1,080,000.00	\$600.00	
<b>IV. ADMINISTRATIVE/INDIRECT COSTS</b>				
Total Admin/Indirect Costs	\$137,155.66	\$137,155.66		
<b>V. SUBCONTRACTORS</b>				
PIVOT Sacramento	\$20,000.00	\$20,000.00		
Academy Stay	\$20,000.00	\$20,000.00		
Native Sister Circle	\$20,000.00	\$20,000.00		
LGBT Center	\$20,000.00	\$20,000.00		
Wellspace	\$20,000.00	\$20,000.00		
CASA	\$20,000.00	\$20,000.00		
TOTAL SUBCONTRACTORS	\$120,000.00	\$120,000.00	\$0.00	\$0.00
<b>VI. PROGRAM EVALUATION</b>				
Total Program Evaluation	\$22,439.00	\$22,439.00		
<b>VII. OTHER</b>				
Total Other				
<b>TOTAL EXPENSES</b>	<b>\$1,953,112.34</b>	<b>\$1,589,288.35</b>	<b>\$600.00</b>	<b>\$30,221.36</b>

## BUDGET TABLE

<b>Applicant Agency:</b>	United Way California Capital Region
<b>Grant Term:</b>	July 1, 2028 - June 30, 2029

Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
<b>I. DIRECT COSTS - PERSONNEL</b>				
Total Direct Service Staff Salaries				
Kirt Lewis Program Manager (100% FTE)	\$77,156.06	\$77,156.06		
Fatima Noori Program Administrator (100% FTE)	\$71,413.06	\$71,413.06		
Chris Ringer Sr. Dir. Program Analytics (25% FTE)	\$22,264.55	\$22,264.55		
UWCCR Foster Youth GI Liason (2.5% FTE)	\$1,930.50			\$1,930.50
UWCCR Program Staff for Peak Periods (10 staff, 2.5% FTE)	\$21,588.07			\$21,588.07
TOTAL DIRECT SERVICE STAFF SALARIES	\$194,352.24	\$170,833.67	\$0.00	\$23,518.57
TOTAL DIRECT SERVICE STAFF & FRINGE BENEFITS	\$388,704.48	\$43,115.99		\$6,702.79
<b>II. DIRECT COSTS - OTHER</b>				
Total Equipment/Furniture	\$0.00	\$0.00		
Total Facility Rental	\$600.00	\$600.00		
Total Food	\$2,700.00	\$2,700.00		
Total General Office Supplies	\$500.00	\$500.00		
Total Participant Incentives	\$6,750.00	\$6,750.00		
Total Program Supplies	\$8,610.00	\$8,610.00		
Total Staff Training	\$0.00	\$0.00		
Total Travel/Transportation	\$750.00	\$750.00		
TOTAL DIRECT COSTS-OTHER	\$19,910.00	\$19,910.00	\$0.00	\$0.00
<b>III. TOTAL BENEFIT PAYMENTS</b>				
Total Benefit Payments	\$1,620,600.00	\$1,620,000.00	\$600.00	
<b>IV. ADMINISTRATIVE/INDIRECT COSTS</b>				
Total Admin/Indirect Costs	\$189,685.47	\$189,685.47		
<b>V. SUBCONTRACTORS</b>				
PIVOT Sacramento	\$20,000.00	\$20,000.00		
Academy Stay	\$20,000.00	\$20,000.00		
Native Sister Circle	\$20,000.00	\$20,000.00		
LGBT Center	\$20,000.00	\$20,000.00		
Wellspace	\$20,000.00	\$20,000.00		
CASA	\$20,000.00	\$20,000.00		
TOTAL SUBCONTRACTORS	\$120,000.00	\$120,000.00	\$0.00	\$0.00
<b>VI. PROGRAM EVALUATION</b>				
Total Program Evaluation	\$34,144.00	\$34,144.00		
<b>VII. OTHER</b>				
Total Other				

<b>TOTAL EXPENSES</b>	<b>\$2,567,396.19</b>	<b>\$2,197,689.13</b>	<b>\$600.00</b>	<b>\$30,221.36</b>
-----------------------	-----------------------	-----------------------	-----------------	--------------------

## BUDGET TABLE

<b>Applicant Agency:</b>	United Way California Capital Region
<b>Grant Term:</b>	July 1, 2026 - June 30, 2029

Budget Line Item	A. Program Budget	B. Funding Request	C. Matching	D. In-Kind
<b>I. DIRECT COSTS - PERSONNEL</b>				
Total Direct Service Staff Salaries	\$0.00	\$0.00	\$0.00	\$0.00
Kirt Lewis Program Manager (100% FTE)	\$226,959.26	\$226,959.26	\$0.00	\$0.00
Fatima Noori Program Administrator (100% FTE)	\$210,065.86	\$210,065.86	\$0.00	\$0.00
Chris Ringer Sr. Dir. Program Analytics (25% FTE)	\$65,492.53	\$65,492.53	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
UWCCR Foster Youth GI Liason (2.5% FTE)	\$5,791.50	\$0.00	\$1,930.50	\$5,791.50
UWCCR Program Staff for Peak Periods (10 staff, 2.5% FTE)	\$64,764.21	\$0.00	\$21,588.07	\$64,764.21
TOTAL DIRECT SERVICE STAFF SALARIES	\$573,073.36	\$502,517.65	\$23,518.57	\$70,555.71
TOTAL DIRECT SERVICE STAFF & FRINGE BENEFITS	\$818,911.78	\$126,915.08	\$0.00	\$20,108.38
<b>II. DIRECT COSTS - OTHER</b>				
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$1,800.00	\$1,800.00	\$0.00	\$0.00
Total Food	\$8,100.00	\$8,100.00	\$0.00	\$0.00
Total General Office Supplies	\$1,500.00	\$1,500.00	\$0.00	\$0.00
Total Participant Incentives	\$20,250.00	\$20,250.00	\$0.00	\$0.00
Total Program Supplies	\$25,830.00	\$25,830.00	\$0.00	\$0.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$2,250.00	\$2,250.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DIRECT COSTS-OTHER	\$59,730.00	\$59,730.00	\$0.00	\$0.00
<b>III. TOTAL BENEFIT PAYMENTS</b>				
Total Benefit Payments	\$3,241,800.00	\$3,240,000.00	\$1,800.00	\$0.00
<b>IV. ADMINISTRATIVE/INDIRECT COSTS</b>				
Total Admin/Indirect Costs	\$413,009.48	\$413,009.48	\$0.00	\$0.00
<b>V. SUBCONTRACTORS</b>				
PIVOT Sacramento	\$60,000.00	\$60,000.00	\$0.00	\$0.00
Academy Stay	\$60,000.00	\$60,000.00	\$0.00	\$0.00
Native Sister Circle	\$60,000.00	\$60,000.00	\$0.00	\$0.00
LGBT Center	\$60,000.00	\$60,000.00	\$0.00	\$0.00
Wellspace	\$60,000.00	\$60,000.00	\$0.00	\$0.00
CASA	\$60,000.00	\$60,000.00	\$0.00	\$0.00
TOTAL SUBCONTRACTORS	\$360,000.00	\$360,000.00	\$0.00	\$0.00
<b>VI. PROGRAM EVALUATION</b>				
Total Program Evaluation	\$83,558.00	\$83,558.00	\$0.00	\$0.00
<b>VII. OTHER</b>				
Total Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>				
	<b>\$5,550,082.62</b>	<b>\$4,785,730.21</b>	<b>\$25,318.57</b>	<b>\$90,664.08</b>

**Subcontractor #1** PIVOT

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$54,000		For participants who have not graduated high school or who need assistance with work and career goals, PIVOT will provide them with assistance obtaining GEDs as well as those interested in changing careers or starting their own businesses.
II. OTHER COSTS	\$0		
III. ADMINISTRATIVE/INDIRECT COSTS	\$6,000		

TOTAL SUBCONTRACTOR #1 EXPENSES	\$60,000
---------------------------------	----------

**Subcontractor #2** AcademySTAY

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$45,000		AcademySTAY work closely with UWCCR in assisting participants who are presently homeless or facing homelessness to access their housing option or to successfully refer to other services that result in stable housing.
II. OTHER COSTS	\$9,000		
III. ADMINISTRATIVE/INDIRECT COSTS	\$6,000		

TOTAL SUBCONTRACTOR #2 EXPENSES	\$60,000
---------------------------------	----------

**Subcontractor #3** Native Sisters Circle

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$54,000		NSC will provide intensive case management services and support for up to 10 Indigenous participants in this GI program.
II. OTHER COSTS	\$0		
III. ADMINISTRATIVE/INDIRECT COSTS	\$6,000		

TOTAL SUBCONTRACTOR #3 EXPENSES	\$60,000
---------------------------------	----------

**Subcontractor #4** WellSpace Health

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$54,545		WellSpace will provide patient navigation utilizing a trauma informed model of care to provide behavioral health, dental services, drug and alcohol treatment, and comprehensive medical services including preventative care and treatment.
II. OTHER COSTS	\$0		
III. ADMINISTRATIVE/INDIRECT COSTS	\$5,455		

TOTAL SUBCONTRACTOR #4 EXPENSES	\$60,000
---------------------------------	----------

**Subcontractor #5** CASA Sacramento

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$54,000		CASA will help with verifying youth eligibility, maintaining required documentation, coordinate with county systems to support participation in the GBI program, provides referrals to a relevant community services, and assists with Victim Compensation Board applications for youth 18+.
II. OTHER COSTS	\$0		
III. ADMINISTRATIVE/INDIRECT COSTS	\$6		

TOTAL SUBCONTRACTOR #5 EXPENSES	\$54,006
---------------------------------	----------

**Subcontractor #6** LGBT Center

	City of Sacramento Grant	Budget Notes	Description of Services
I. PERSONNEL (Salaries & Fringe Benefits)	\$36,000		The LGBT Center will identify one or more staff to provide dedicated support to LGBTQ+ participants with accessing relevant resources internally and through referrals for both general needs and needs specific to the community.
II. OTHER COSTS	\$18,000		
III. ADMINISTRATIVE/INDIRECT COSTS	\$6,000		

TOTAL SUBCONTRACTOR #6 EXPENSES	\$60,000
---------------------------------	----------

# BUDGET TABLE

<b>Applicant Agency:</b>	United Way California Capital Region
<b>Grant Term:</b>	July 1, 2026 - June 30, 2031

Budget Line Item	Year 1	Year 2	Year 3	Year 4	Year 5	Grand Total	Year 1-3
<b>I. DIRECT COSTS-PERSONNEL</b>							
<b>Total Direct Service Staff Salaries</b>	<b>\$164,199.99</b>	<b>\$167,483.99</b>	<b>\$170,833.67</b>	<b>\$174,250.34</b>	<b>\$177,735.35</b>	<b>\$854,503.34</b>	<b>\$502,517.65</b>
Kirt Lewis Program Manager (100% FTE)	\$74,160.00	\$75,643.20	\$77,156.06	\$78,699.19	\$80,273.17	\$385,931.62	\$226,959.26
Fatima Noori Program Administrator (100% FTE)	\$68,640.00	\$70,012.80	\$71,413.06	\$72,841.32	\$74,298.14	\$357,205.32	\$210,065.86
Chris Ringer Sr. Dir. Program Analytics (25% FTE)	\$21,399.99	\$21,827.99	\$22,264.55	\$22,709.84	\$23,164.04	\$111,366.41	\$65,492.53
Brandon Kisker Senior Marketing Director (2% FTE)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nick Marchuk Social Media Manager (2% FTE)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UWCCR Foster Youth GI Liason (2.5% FTE)							
UWCCR Program Staff for Peak Periods (10 staff, 2.5% FTE)							
<b>Total Direct Service Staff Fringe &amp; Benefits</b>	<b>\$41,499.39</b>	<b>\$42,299.70</b>	<b>\$43,115.99</b>	<b>\$43,948.61</b>	<b>\$44,797.88</b>	<b>\$215,661.57</b>	<b>\$126,915.08</b>
<b>II. DIRECT COSTS-OTHER</b>							
Total Equipment/Furniture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Facility Rental	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00	\$3,000.00	\$1,800.00
Total Food	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00	\$13,500.00	\$8,100.00
Total General Office Supplies	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$1,500.00
<b>Total Participant Incentives</b>	<b>\$6,750.00</b>	<b>\$6,750.00</b>	<b>\$6,750.00</b>	<b>\$6,750.00</b>	<b>\$6,750.00</b>	<b>\$33,750.00</b>	<b>\$20,250.00</b>
Total Program Supplies	\$8,610.00	\$8,610.00	\$8,610.00	\$8,610.00	\$8,610.00	\$43,050.00	\$25,830.00
Total Staff Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Travel/Transportation	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$3,750.00	\$2,250.00
	<b>\$19,910.00</b>	<b>\$19,910.00</b>	<b>\$19,910.00</b>	<b>\$19,910.00</b>	<b>\$19,910.00</b>	<b>\$99,550.00</b>	<b>\$59,730.00</b>
<b>III. TOTAL BENEFIT PAYMENTS</b>							
<b>Total Benefit Payments</b>	<b>\$540,000.00</b>	<b>\$1,080,000.00</b>	<b>\$1,620,000.00</b>	<b>\$1,080,000.00</b>	<b>\$1,080,000.00</b>	<b>\$5,400,000.00</b>	<b>\$3,240,000.00</b>
<b>IV. ADMINISTRATIVE/INDIRECT COSTS</b>							
<b>Total Admin/Indirect Costs</b>	<b>\$86,168.35</b>	<b>\$137,155.66</b>	<b>\$189,685.47</b>	<b>\$137,928.70</b>	<b>\$139,334.33</b>	<b>\$690,272.52</b>	<b>\$413,009.48</b>
	9.4%	9.4%	9.4%	9.4%	9.4%	9.4%	
<b>V. SUBCONTRACTORS</b>							
Pivot Sacramento	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
Academy Stay	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
Native Sister Circle	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
LGBTQ Center	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
Wellspace	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
CASA	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$60,000.00
<b>Total Subcontractors</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$120,000.00</b>	<b>\$600,000.00</b>	<b>\$360,000.00</b>
<b>VI. PROGRAM EVALUATION</b>							
Total Program Evaluation	\$26,975.00	\$22,439.00	\$34,144.00	\$22,204.00	\$34,105.00	\$139,867.00	\$83,558.00
<b>VII. OTHER</b>							
Total Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$998,752.73</b>	<b>\$1,589,288.35</b>	<b>\$2,197,689.13</b>	<b>\$1,598,241.65</b>	<b>\$1,615,882.57</b>	<b>\$7,999,854.43</b>	<b>\$4,785,730.21</b>
<b>Remainder</b>	<b>\$601,247.27</b>	<b>\$10,711.65</b>	<b>-\$597,689.13</b>	<b>\$1,758.35</b>	<b>-\$15,882.57</b>	<b>\$145.57</b>	
<b>Maximum Grant Allowable Amount</b>	<b>\$1,600,000.00</b>	<b>\$1,600,000.00</b>	<b>\$1,600,000.00</b>	<b>\$1,600,000.00</b>	<b>\$1,600,000.00</b>	<b>\$8,000,000.00</b>	

# **ATTACHMENT 3**

## GRANTEE NONCOMPLIANCE PROCEDURES

This Attachment 3 is incorporated into and made part of the Grant Agreement between the CITY and the GRANTEE. The terms and conditions set forth herein establish the standards, procedures, and consequences that govern GRANTEE noncompliance with the Grant Agreement and applicable CITY policies.

**1. Purpose.** This Exhibit defines the CITY's rights and the GRANTEE's obligations in the event of noncompliance with the Grant Agreement. The purpose is to ensure accountability, safeguard public funds, and preserve the integrity of CITY-funded programs.

**2. Definition of Noncompliance.** GRANTEE noncompliance shall include, but is not limited to, the following:

- A. Reporting or Documentation Noncompliance: Late or missing reports, poor documentation practices, or minor invoicing errors.
- B. Financial Mismanagement: Misuse or abuse of funds, weak internal controls, unauthorized spending, unsupported costs, budget deviations without approval, or bankruptcy.
- C. Performance Failures: Failure to meet grant terms, deliverables, timelines, or performance outcomes, failure to address participant eligibility, or program quality issues.
- D. Repeated or Unresolved Audit Findings: Pattern of adverse findings, failure to implement corrective actions, or disregard for prior audit or monitoring recommendations.
- E. Legal or Regulatory Violations: Violations of grant-related laws or requirements (e.g., OMB Uniform Guidance, civil rights, environmental laws, drug-free workplace rules, etc.).
- F. Fraud and Criminal Conduct: Submitting false information, willful misrepresentation, forgery, bribery, falsification of records, procurement fraud, embezzlement, or criminal convictions related to public funds.
- G. Ethics Violations or Conflicts of Interest: Kickbacks, having an interest that conflicts with the interests of the City or that may impair the grantee's ability to perform obligations under the grant agreement, or violations of public trust.
- H. Suspension, Debarment, or Bankruptcy: Active debarment/suspension by any government entity, or bankruptcy affecting the ability to perform grant obligations.

**3. Classification of Noncompliance Severity.** The CITY shall classify noncompliance into four (4) severity levels:

- A. Level 1 – Minor: Isolated administrative errors with limited impact, including:
  - (1) Reporting or Documentation Noncompliance.
- B. Level 2 – Moderate: Repeated issues or risks to performance or compliance, including:

- (1) Reporting or Documentation Noncompliance;
- (2) Financial Mismanagement;
- (3) Performance Failures;
- (4) Repeated or Unresolved Audit Findings; or
- (5) Legal or Regulatory Violation.

C. Level 3 – Major: Serious misconduct or operational breakdowns, including:

- (1) Financial Mismanagement;
- (2) Performance Failures;
- (3) Repeated or Unresolved Audit Findings;
- (4) Legal or Regulatory Violations;
- (5) Ethics Violations or Conflicts of Interest; or
- (6) Suspension, Debarment, or Bankruptcy.

D. Level 4 – Severe: Fraud, criminal conduct, or violations of public trust, including:

- (1) Legal or Regulatory Violations;
- (2) Fraud and Criminal Conduct;
- (3) Ethics Violations or Conflicts of Interest; or
- (4) Suspension, Debarment, or Bankruptcy.

**4. Letter of Noncompliance.** Upon identifying noncompliance, the CITY may issue a Letter of Noncompliance, which shall include:

- A. A description of the violation(s);
- B. The specific corrective actions required;
- C. A deadline for submission of a written Corrective Action Response Plan (not to exceed thirty (30) calendar days); and,
- D. A notice that failure to respond may result in suspension or termination of funding.

For Level 3 and 4 violations, the CITY may, in its sole discretion, initiate immediate suspension without offering an opportunity to cure.

**5. Corrective Action Process.**

- A. Upon receipt of a Letter of Noncompliance, the GRANTEE shall respond in writing with a Corrective Action Response Plan within thirty (30) calendar days that includes:

- (1) Specific actions taken or proposed to achieve compliance;
- (2) A timeline for implementation; and,
- (3) A designated point of contact for follow-up.

- B. The CITY shall review the GRANTEE's response within fifteen (15) business days and, in its sole discretion, may:

- (1) Approve the plan;
- (2) Request revisions; or

(3) Reject the plan and impose additional sanctions.

C. The CITY shall not disburse any new payments to GRANTEE until it approves the Corrective Action Response Plan.

**6. Sanctions and Suspension.** If the GRANTEE fails to cure the violation, or if the violation is sufficiently serious, the CITY may impose any of the following sanctions, proportionate to the severity level:

- A. Level 1 – Minor: Enhanced oversight or monitoring, CITY-provided technical assistance.
- B. Level 2 – Moderate: Enhanced oversight or monitoring, CITY-provided technical assistance and repayment of any grant funds used for unauthorized expenditures.
- C. Level 3 – Major: GRANTEE-provided technical assistance, suspension of all active grant agreements with CITY, repayment of any grant funds used for unauthorized expenditures, audit by a third-party at Grantee’s expense, two-year suspension from future CITY grant eligibility.
- D. Level 4 – Severe: Immediate termination of grant agreement, repayment of all grant funds disbursed by CITY, audit by a third-party at Grantee’s expense, and five-year suspension from future CITY grant eligibility.

**7. Suspension Notice and Consequences.**

A. The CITY shall issue a written Suspension Notice to the GRANTEE when, in the City’s sole discretion:

- (1) The GRANTEE has failed to respond to a Letter of Noncompliance within the required timeframe;
- (2) The GRANTEE has submitted a Corrective Action Response Plan that is determined to be incomplete or insufficient, or Grantee fails to implement a Corrective Action Response Plan in a timely manner;
- (3) The GRANTEE has engaged in conduct classified as a Level 3 (Major) or Level 4 (Severe) violation;
- (4) The violation cannot be reasonably remedied through corrective action (e.g., repeated or willful misuse of funds, fraudulent reporting, or failure to deliver core services); or
- (5) The GRANTEE’s continued participation in City-funded programs would pose a significant risk to public funds or program integrity.

B. The Suspension Notice shall include:

- (1) The nature and severity level of the violation.
- (2) The duration of the suspension.
- (3) Any conditions required for reinstatement.
- (4) The GRANTEE’s right to appeal within fifteen (15) business days.

C. During the suspension period, the GRANTEE:

- (1) Shall not be eligible to apply for or receive CITY grant funds.
- (2) Shall have any pending or in-progress grant applications withdrawn.
- (3) Shall be listed as ineligible in the CITY's Grants Management System.

## **8. Appeals and Reinstatement**

- A. A GRANTEE may appeal a suspension or request for reinstatement after the suspension period or upon satisfying reinstatement conditions.
- B. Appeals shall be in writing and directed to the City Manager, and must include:
  - (1) A written statement of appeal grounds;
  - (2) Supporting documentation; and
  - (3) Any evidence of corrective measures taken.
- D. The CITY shall review appeals within thirty (30) calendar days. All determinations are final and not subject to further administrative review.

**9. Incorporation by Reference.** The GRANTEE acknowledges that compliance with this Attachment is a material term of the Grant Agreement. Failure to comply may result in termination of the Grant Agreement and recovery of funds.

# **ATTACHMENT 4**

## MARKETING AND REPORTING REQUIREMENTS

Grantee shall comply with the following requirements in administration of the Youth Development program financed with the City Funds:

1. **Marketing Requirements**

Grantee shall support the efforts and promotion of the Sacramento Children's Fund.

This requirement includes the following tasks:

- a. All collateral (brochures, posters, social media posts, giveaways) developed using the City Funds must include the following statement and Sacramento Children's Fund Logo. "This program is funded by City of Sacramento, Paid for by Measure L: Sacramento Children's Fund"
- b. Support the dissemination of information about the Sacramento Children's Fund to communities and youth that the Grantee works with as requested by the City.
- c. Participate in training related to Citywide outreach efforts or programs deemed important by City Program Managers.

2. **Site Visits**

The City reserves the right to conduct monitoring visits, with reasonable notice, at any time during the grant agreement period. These on-site or virtual visits will enable the Grantee to show City staff day-to-day program operations.

3. **Reporting Requirements**

Grantee is required to provide quarterly, mid-year, and end-of-year reports, as well as participant surveys and expenditure reports, which serve as critical elements in the City's grant monitoring and oversight process. If Grantee is unable to demonstrate sufficient progress towards program objectives or Grantee is unable to demonstrate spending in accordance with the Agreement's budget (Attachment 2), City could withhold funding and terminate the Agreement and/or disqualify Grantee from award of future City youth development grants.

As part of the reporting requirements, the Grantee is required to work with City staff and the contracted evaluation firm to develop results-based reporting metrics specific to your organization's fund goal and program or project and participate in capacity building activities to enhance and align data collection and program

evaluation efforts. Grantee is required to provide qualitative and quantitative data, collect basic activity and participant data including demographic information, administer a participant survey, and submit reports that demonstrate the implementation of grant activities and progress/completion of program goals, for each year of the Agreement period, as follows (reporting templates will be provided):

- a. Quarter 1 Report (expenditures, participants, activity status)
- b. Quarter 2 Mid-Year Progress Report (expenditures, participants, activity status, progress towards objectives, survey status, program highlights)
- c. Quarter 3 Report (expenditures, participants, activity status)
- d. Quarter 4 End-of-Year Report (expenditures, participants, activity status, assessment of objectives, survey status, program highlights and challenges)

4. Grant Expenditure Accounting and Reporting

Grantee shall track the City Fund expenditures as a standalone project, activity code, or assigned project to prevent the commingling of other organization expenses not related to the grant-funded program.

Grantee's expenditure reporting must align with the Budget (Attachment 2) and must include documentation corroborating all expenses including time sheets and receipts with written justification as to the purpose of the expenditure. Grantees must use the Invoice Template (Attachment 3) to submit expenditures for reimbursement. Reimbursements are contingent upon submission and approval of quarterly reporting. Grantees should receive payment within 6 weeks of approval of quarterly reporting. Should the City find the documentation submitted to be insufficient or the Grantee used City Funds for ineligible costs, the City reserves the right to terminate the Agreement, withhold future payments, and/or seek reimbursement.

5. Grant Administration Costs

To ensure successful management of the proposed program, Grantee (especially grassroots, emerging or small applicant types) were encouraged to propose a reasonable amount in their budget to administer the program, which includes staff time and data collection tools/technology required to meet grant agreement reporting requirements. As a result, City does not intend to increase the amount of the City Funds if Grantee did not allocate a sufficient amount for program administration costs in its Budget (Attachment 2).

## **ATTACHMENT 5**

### GRANTEE'S INSURANCE

1. Insurance Requirements. During the entire term of this Agreement, Grantee shall maintain the insurance coverage described in the Insurance Terms below. Full compensation for all premiums that Grantee is required to pay for the insurance coverage described herein shall be included in the compensation specified under this Agreement. No additional compensation will be provided for Grantee's insurance premiums. Any available insurance proceeds in excess of the specified minimum limits and coverages shall be available to the City. Grantee's liability to the City is not in any way limited to or affected by the amount of insurance coverage required or carried by the Grantee in connection with this Agreement.

The City, its officials, employees and staff shall be covered by policy terms or endorsement as additional insureds as respects general liability arising out of: activities performed by or on behalf of Grantee and Grantee's Personnel; products and completed operations of Grantee and Grantee's Personnel; and premises owned, leased, or used by Grantee and Grantee's Personnel.

2. General Liability Minimum Scope and Limits of Insurance Coverage. Commercial General Liability Insurance is required providing coverage at least as broad as ISO CGL Form 00 01 on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, arising out of activities performed by or on behalf of the Grantee and subcontractors or subgrantees, products and completed operations of Grantee and subcontractors or subgrantees, and premises owned, leased, or used by Grantee and subcontractors or subgrantees, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide contractual liability and products and completed operations coverage for the term of the policy.
3. Sexual Abuse and Molestation Insurance. Sexual Abuse and Molestation insurance is required with limits not less than \$2,000,000 per occurrence. This insurance shall cover potential claims of sexual abuse or molestation. This coverage must either be included under a General Liability policy or obtained in a separate policy. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement, and each party agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.
4. Automobile Liability Minimum Scope and Limits of Insurance Coverage. (*Check the applicable provision.*)

\_\_\_ Automobile Liability Insurance is required providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.

The City, its officials, employees and volunteers shall be covered by policy terms or endorsement as additional insureds as respects auto liability.

\_\_\_ No automobile liability insurance is required, and by signing this Agreement, Grantee certifies as follows:

“Grantee certifies that a motor vehicle will not be used in the performance of any work or services under this agreement. If, however, Grantee does transport items under this Agreement, or this Agreement is amended to require any employees of Grantee to use a vehicle to perform services under the Agreement, Grantee understands that it must maintain and provide evidence of Automobile Liability Insurance providing coverage at least as broad as ISO Form CA 00 01 for bodily injury, including death, of one or more persons, property damage and personal injury, with limits of not less than one million dollars (\$1,000,000) per occurrence. The policy shall provide coverage for owned, non-owned and/or hired autos as appropriate to the operations of the Grantee.”

5. Excess Insurance. The minimum limits of insurance required above may be satisfied by a combination of primary and umbrella or excess insurance coverage, provided that any umbrella or excess insurance contains, or is endorsed to contain, a provision that it will apply on a primary basis for the benefit of the City, and any insurance or self-insurance maintained by City, its officials, employees, or volunteers will be in excess of Grantee’s umbrella or excess coverage and will not contribute to it.

6. Workers’ Compensation Minimum Scope and Limits of Insurance Coverage.  
(*Check the applicable provision.*)

\_\_\_ Workers’ Compensation Insurance is required with statutory limits and Employers’ Liability Insurance with limits of not less than one million dollars (\$1,000,000). The Workers’ Compensation policy shall include a waiver of subrogation in favor of the City.

\_\_\_ No work or services will be performed on or at CITY facilities or CITY Property, therefore a Workers’ Compensation waiver of subrogation in favor of the CITY is not required.

\_\_\_ No Workers' Compensation insurance is required, and by signing this Agreement, Grantee certifies as follows:

“Grantee certifies that its business has no employees, and that it does not employ anyone, and is therefore exempt from the legal requirements to provide Workers' Compensation insurance. If, however, Grantee hires any employee during the term of this Agreement, Grantee understands that Workers' Compensation with statutory limits and Employer's Liability Insurance with a limit of not less than one million dollars (\$1,000,000) is required. The Workers' Compensation policy will include a waiver of subrogation in favor of the City.”

7. Other Insurance Provisions. The policies must contain, or be endorsed to contain, the following provisions:

- A. Grantee's insurance coverage, including excess insurance, shall be primary insurance as respects the City, its officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officials, employees or volunteers will be in excess of Grantee's insurance and will not contribute with it.
- B. Any failure to comply with reporting provisions of the policies will not affect coverage provided to the City, its officials, employees or volunteers.
- C. Coverage shall state that Grantee's insurance applies separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- D. Grantee shall provide the City with 30 days written notice of cancellation or material change in the policy language or terms.

8. Acceptability of Insurance. Insurance must be placed with insurers with a Bests' rating of not less than A:VI. Self-insured retentions, policy terms or other variations that do not comply with the requirements of this Exhibit C must be declared to and approved by the City in writing before execution of this Agreement.

9. Verification of Coverage.

- A. Grantee shall furnish City with certificates and required endorsements evidencing the insurance required. Certificates of insurance must be signed by an authorized representative of the insurance carrier. Copies of policies shall be delivered to the City Representative on demand.
- B. Grantee shall send all insurance certificates and endorsements, including

policy renewals, during the term of this Agreement directly to:

City of Sacramento  
c/o Exigis LLC  
PO Box 947  
Murrieta, CA 92564

C. Certificate Holder must be listed as:

City of Sacramento  
c/o Exigis LLC  
PO Box 947  
Murrieta, CA 92564

D. The City may withdraw its offer of Agreement or cancel this Agreement if the certificates of insurance and endorsements required have not been provided before execution of this Agreement. The City may withhold payments to Grantee and/or cancel the Agreement if the insurance is canceled or Grantee otherwise ceases to be insured as required herein.

10. Subcontractor/Subgrantee Insurance Coverage. Grantee shall require and verify that all subcontractors or subgrantees maintain insurance coverage that meets the minimum scope and limits of insurance coverage specified in this Exhibit C.