File ID: 2026-01516 10/27/2026

[Contract Supplement] Homeless Housing Assistance and Prevention Round 4 (HHAP-4) and Round 5 (HHAP-5) Grant Funds for Sheltering Transitional Age Youth (TAY) [Published for 10-day Review 10/15/2026]

File ID: 2026-01516

Location: Citywide

Recommendation: Pass a **Motion** authorizing the City Manager or designee to: 1) execute Supplemental Agreement No. 2 to City Agreement No. 2025-4765 with Waking the Village in an amount not-to-exceed $364,237, for a total not-to-exceed amount of $819,871; 2) execute Supplemental Agreement No. 2 to City Agreement No. 2025-4761 with Wind Youth Services in an amount not-to-exceed $450,623, for a total not-to-exceed amount of $1,015,421; 3) execute Supplemental Agreement No. 3 to City Agreement No. 2025-4770 with Sacramento LGBT Community Center Short Term Emergency Program (STEP) in an amount not-to-exceed $395,742, for a total not-to-exceed amount of $887,758; and 4) execute Supplemental Agreement No 3. to City agreement No. 2025-4766 with Sacramento LGBT Community Center Transitional Living Program (TLP) in an amount not-to-exceed $60,815, for a total not-to-exceed amount of $138,342.

Contact: Brian Pedro, Director, (916) 808-7816, bpedro1@cityofsacramento.org; Rodolfo Davidson, Program Manager, (916) 808-3703, rdavidson@cityofsacramento.org; Department of Community Response

Attachments:
1-Description/Analysis
2-Waking the Village Supplemental Agreement
3-Wind Youth Services Supplemental Agreement
4-Sacramento LGBT Community Center Short Term Transitional Program (STEP) Supplemental Agreement
5-Sacramento LGBT Community Center Transitional Living Program (TLP) Supplemental Agreement

Description/Analysis
Issue Detail: According to the 2026 Sacramento Point-in-Time (PIT) Count report, the County of Sacramento had an estimated homeless population of 7,458 people, including 564 Transitional Age Youth (TAY), which are youth between the ages of 18 and 24 years old. The PIT count showed that 346 TAY individuals were sheltered in January 2026, a 32% increase from the January 2024 PIT

count.

In July 2025, City staff released a Request for Proposals (RFP# P26231031001) for TAY sheltering. The City received proposals from, and awarded contracts to, Waking the Village, Wind Youth Services, Inc (Common Ground Shelter), and Sacramento LGBT Center (STEP Shelter and TLP) from Jan. 1, 2026, to Sept. 30, 2026.

On Oct. 21, 2025, the City Council adopted resolution 2025-0281, authorizing a Funds Transfer Memorandum of Understanding (MOU) 2025-4629 with Sacramento Steps Forward (SSF) to receive $1,334,599 in HHAP-5 to support the operation of shelters serving TAY including Waking the Village, Sacramento LGBT Center (STEP Shelter and TLP), and Wind Youth Services, Inc (Common Ground) from Jan. 1, 2026, to Sept. 30, 2026.

On March 17, 2026, the City Council adopted resolution 2026-0072 authorizing Amendment No. 1 to the HHAP-3 and HHAP-4 Funds Transfer MOU 2024-0112-01 with SSF to receive an additional $300,000 of Continuum of Care (CoC) HHAP-3 funds to support the operation of shelters serving TAY including Waking the Village, Wind Youth Services, Inc (Common Ground Shelter), and Sacramento LGBT Center (STEP Shelter and TLP) for an additional two months from Oct. 1, 2026, to Nov. 30, 2026.

On July 21, 2026, the City council adopted resolution 2026-0207 authorizing a Funds Transfer MOU 2024-0112-02 and 2025-4629-01 with SSF to receive $897,219 in HHAP-4 and HHAP-5 funding to support the operations of shelters serving TAY including Waking the Village, Wind Youth Services, Inc (Common Ground Shelter), and Sacramento LGBT Center (STEP Shelter and TLP). City staff is recommending using these funds in the proposed supplemental agreements with Waking the Village, Wind Youth Services, and Sacramento LGBT Community Center.

Waking the Village’s Youth Family Shelter provides eight shelter units (with up to 16 beds) for pregnant and parenting TAY -- and their children -- who are experiencing homelessness. Waking the Village offers parenting TAY and their children a holistic program centered on youth development, the strengthening of physical and mental health, educational attainment, career development, and financial management, so they leave prepared to be leaders in their own lives and leaders in the lives of their children and community. Since January 2026, Waking the Village served a total of 52 TAY, assisting 15 TAY move into permanent housing and 13 TAY transition into improved situations (such as group homes, transitional housing, substance-use or behavioral-health facilities or family reunifications).

Wind Youth Service’s Common Ground Shelter provides services up to 20 TAY (at any given time) experiencing homelessness. While sheltered at Common Ground, TAY may participate in the Workforce Development Hybrid Program, which includes job readiness training and on-the-job training while participants work up to 20 hours per week. Since January 2026, Wind Youth Services

has served a total of 86 TAY, assisting two TAY move into permanent housing and 18 TAY transition into improved situations (such as group homes, transitional housing, substance-use or behavioral-health facilities or family reunifications).

Sacramento LGBT Community Center's Short-Term Emergency Program (STEP) provides 14 beds for TAY experiencing homelessness. The program provides safe shelter, meals, and case management services to TAY experiencing homelessness. Since January 2026, the STEP program has served 69 TAY, assisting 14 TAY move into permanent housing and 10 TAY transition into improved situations (such as group homes, transitional housing, substance-use or behavioral-health facilities or family reunifications).

The Sacramento LGBT Community Center TLP program provides transitional housing to TAY experiencing homelessness. The program provides transitional housing for up to 24 months as well as meals, clothing, transportation assistance, intensive case management, counseling, transportation, education and employment services, life skills workshops, and establishment of a support system that they can maintain after exiting the program. Since January 2026, TLP has served six TAY and assisted one TAY move into permanent housing.

City staff recommend entering into supplemental agreements with Waking the Village, Wind Youth Services, and Sacramento LGBT Community Center to extend the current shelter agreements for TAY by nine months, at approximately $85 per bed per night, through Aug. 31, 2027.

Policy Considerations: Pursuant to Sacramento City Code section 3.56.090, any agreement for non-professional services that is for $250,000 or more requires City Council approval.

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 on October 15, 2026, in compliance with the City Code.

Economic Impacts: None.

Environmental Considerations: This report concerns administrative activities and government fiscal activities that do not constitute a "project" and is not subject to the provisions of California Environmental Quality Act (CEQA) (CEQA Section 15378(b)(2)). Additionally, the activities in this report are exempt from California Environmental Quality Act (CEQA) review because it can be seen with certainty that no significant effects could occur as a result of implementation (CEQA Guidelines section 15061(b)(3)).

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: Services provided under these agreements address the ongoing need for supportive services for TAY experiencing homelessness in the City.

Financial Considerations: Sufficient funding is available (Operating Grants, Fund 2702) in the CoC HHAP Youth Funding (G23000100), HHAP-4 funding (G02000980) and the Homeless Emergency Aid Program (G02000820) projects to execute the following supplemental agreements:

1) A supplemental agreement with Waking the Village for the Village Youth Family Shelter Program for an amount not-to-exceed $364,237 for a total not-to-exceed amount of $819,871;
2) A supplemental agreement with Wind Youth Services for the Common Ground Shelter Program for an amount not-to-exceed $450,623, for a total not-to-exceed amount of $1,015,420;
3) A supplemental agreement with Sacramento LGBT Community Center for the Short-Term Emergency Program (STEP) for an amount not-to-exceed $395,742, for a total not-to-exceed amount of $887,758;
4) A supplemental agreement with Sacramento LGBT Community Center for the Transitional Living Program (TLP) in an amount not-to-exceed $60,815, for a total not-to-exceed amount of $138,342.

Agency	**Project**	**Funding**	**Amount**
Waking the Village	The Village Shelter	CoC HHAP-4 Youth	$236,016
		CoC HHAP-5 Youth	$128,221
Wind Youth Services	Common Ground	CoC HHAP-5 Youth	$450,623
Sacramento LGBT Center	Short-Term Transitional Emergency Program (STEP)	City HHAP-4 Youth	$133,523
		CoC HHAP-4 Youth	$262,219
Sacramento LGBT Center	Transitional Living Program (TLP)	HEAP Interest	$60,815
		Total	**$1,271,417**

Local Business Enterprise (LBE): All businesses and non-profit organizations that the Department of Community Response is partnering with are LBEs in the City of Sacramento.

City of SACRAMENTO

Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 10/27/2026 Expiration Date: 08/31/2027

Grant/Project Name: CoC HHAP Youth Funding

Other Party: Waking the Village

Original Not to Exceed Amount: $ 455,634.00

Assessor's Parcel Number(s):

Project Number: G23000100 Bid/RFQ/RFP#:

Supplements/Addendums/Change Orders ☑

Adjusted Amount of this Change (+/-): $ 364,237.00 New Not to Exceed Amount: $ 819,871.00

Change In Scope: Yes

Original Contract Number: 2025-4765 Supplement Number: 02

Council Approval ☑

Original Meeting Date: 12/09/2025 Council File ID: 2025-01749

Supplement Meeting Date: 10/27/2026 Council File ID: 2026-01516

Processing Information

- ☐ Clerk's Office to Mail for Recording
- ☐ Return to Dept for Other Party Signature
- ☐ Real Estate
- ☐ Return to Dept for Recording
- ☐ Construction Related
- ☐ Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to $100K; $100K -$250K City Manager or Assistant City Manager; $250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed)

Sign

Sign Rodolfo Davidson Division Manager

Sign

Sign Jason Beckstrom (Sep 30, 2026 11:55:16 PDT) Support Services Manager

Sign

Rev. 01302026

CONTRACT #:	2025-4765-02	PROJECT:	G23000100
CONTRACT NAME:	CoC HHAP Youth Funding	NOT-TO-EXCEED AMOUNT:	819,871
AGREEMENT TERM:	10/27/2026-08/31/2027	SOLICITATION:	P26231031001
AUTHORIZED RENEWALS:	2	LBE (Y/N):	N
DEPARTMENT/DIVISION:	Community Response/Homeless Services	COUNCIL FILE ID:	2026-01516

CITY OF SACRAMENTO

CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT

The City of Sacramento ("City") and Waking the Village ("Grantee"), Homeless Housing, Assistance, and Prevention Program Grant Agreement designated as Agreement Number 2025-4765, including any and all prior supplemental agreements modifying the Agreement (the Agreement and all supplemental grant agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The Scope set forth in Attachment 2, Section XIV. Evaluation, is revised to read:

   At a minimum, the City will conduct quarterly monitoring of The Village which may include, but not limited to, evaluation of program operations, integrity of physical spaces, and engagement with Shelter guests. Outside of this monitoring, the City may at any time evaluate this program, which may include monitoring client files. Waking the Village shall be given opportunities to participate in the evaluation process.

2. The term of the Agreement specified in Section 1 (Term) is extended through August 31, 2027, subject to early termination under Section 6.

3. Section 2 (Disbursement of Funds) is revised to read:

   The City shall disburse to the Grantee a total sum not to exceed $819,871 for use under this Agreement in accordance with section 4 below. The funds disbursed by the City under this agreement include HHAP-3, HHAP-4 and HHAP-5 funds, collectively referred to as "HHAP funds." In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, or for costs incurred after August 31, 2027. Upon expiration or termination of the Agreement, any unexpended funds received by Grantee shall be returned to the City within 90 days of expiration or termination.

4. The Agreement is amended to add the attached HHAP-4 Standard Agreement to Attachment 1. Grantee agrees to use all HHAP funds disbursed by the City in compliance with the conditions set forth in the HHAP Standard Agreements between the City and the State included as Attachment 1. The Grantee shall also comply with the applicable State requirements governing the use of HHAP funds. Failure to comply with these conditions may result in termination of this agreement.

5. Section 4(b) (Authorized Uses) is revised to read:

   The funds under the Agreement are provided to Grantee solely for eligible costs that it incurs between the effective date of this agreement and August 31, 2027. If Grantee receives a refund or credit for any costs for which it received a payment of HHAP funds, Grantee shall return HHAP funds in an amount equal to the refund or credit to the City by check payable to the City and delivered to the City at the address shown in section 7 (below) no later than 10 days following receipt of such refund or credit unless otherwise agreed to, in writing, by the City.

6. As of October 27, 2026, the revised Budget attached hereto as Attachment 8 supersedes the Budget set forth in Attachment 7.

7. The maximum not-to-exceed amount that is specified in the Grant Agreement for payment of Grantee's fees and expenses is **increased** by $364,237, and the Agreement's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	$369,920.00
Net change by previous amendments:	$85,714.00
Not-to-exceed amount prior to this amendment:	$455,634.00
Increase by this amendment:	$364,237.00
New not-to exceed amount including all amendments:	$819,871.00

8. Grantee agrees that the amount specified in section 6 above shall fully compensate Grantee under the Agreement, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Grantee in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Grantee.

9. Grantee warrants and represents that the person or persons executing this supplemental grant agreement on behalf of Grantee is duly authorized by Grantee to sign this supplemental grant agreement and bind Grantee to the terms hereof.

10. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Grantee shall perform as required under the Agreement, as modified by this supplemental grant agreement.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro, Director, DCR, City of Sacramento

Approved By:

Bridget Alexander, Director, Waking the Village

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:

Audreyell Anderson-White, Senior Deputy City Attorney

Attest:

City Clerk

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement
Contract for Funds

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1) Authority

The State of California has established the Homeless Housing, Assistance, and Prevention Program Round 4 ("HHAP-4" or "Program") pursuant to Chapter 6 (commencing with Health and Safety Code (HSC) section 50216) of Part 1 of Division 31 of the Health and Safety Code. (Amended by Stats. 2021, Ch. 111, Sec. 4. (AB 140) Effective July 19, 2021.)

The Program is administered by the California Interagency Council on Homelessness ("Cal ICH") in the Business, Consumer Services and Housing Agency ("Agency"). HHAP-4 provides flexible block grant funds to Continuums of Care, large cities (population of 300,000+) and counties to build on the regional coordination created through previous Cal ICH grant funding and support local jurisdictions in their unified regional responses to reduce and end homelessness.

This Standard Agreement/Contract for Funds along with all its exhibits ("Agreement") is entered into by Cal ICH and a Continuum of Care, a city, or a county ("Grantee") under the authority of, and in furtherance of the purpose of, the Program. In signing this Agreement and thereby accepting this award of funds, the Grantee agrees to comply with the terms and conditions of this Agreement, and the requirements appearing in the statutory authority for the Program cited above.

2) Purpose

The general purpose of the Program is to (1) reduce homelessness by expanding or developing local capacity to address immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing; and (2) continue to build on regional coordination developed through previous rounds of HHAP funding (Chapter 6 (commencing with HSC section 50216).

This funding shall:

a) Continue to build regional collaboration between continuums of care, counties, and cities in a given region, regardless of population, and ultimately be used to develop a unified regional response to homelessness.

b) Be paired strategically with other local, state, and federal funds provided to address homelessness in order to achieve maximum impact. Grantees of this funding are encouraged to reference Putting the Funding Pieces Together: Guide to Strategic Uses of New and Recent State and Federal Funds to Prevent and End Homelessness to assist in using funding strategically for their planning efforts in the delivery of services to people experiencing homelessness in the community.

c) Be deployed with the goal of reducing the number of people experiencing homelessness in a given region through investing in long-term solutions, such as permanent housing.

d) Include the State as an integral partner through the provision of technical assistance, sharing of best practices, and implementing an accountability framework to guide the structure of current and future state investments.

3) Definitions

The following HHAP-4 program terms are defined in accordance with Health and Safety Code section 50216, subdivisions (a) – (r):

a) "Agency" means the Business, Consumer Services, and Housing Agency.

b) "Applicant" means a Continuum of Care, city, county, or tribe.

c) "City" means a city or city and county that is legally incorporated to provide local government services to its population. A city can be organized either under the general laws of this state or under a charter adopted by the local voters.

d) "Continuum of Care" means the same as defined by the United States Department of Housing and Urban Development at Section 578.3 of Title 24 of the Code of Federal Regulations.

e) "Coordinated Entry System" means a centralized or coordinated process developed pursuant to Section 578.7 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019, designed to coordinate homelessness program participant intake, assessment, and provision of referrals. In order to satisfy this subdivision, a centralized or coordinated assessment system shall cover the geographic area, be easily accessed by individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool.

f) "Council" means the California Interagency Council on Homelessness, formerly known as the Homeless Coordinating and Financing Council created pursuant to Section 8257 of the Welfare and Institutions Code.

g) "Emergency shelter" has the same meaning as defined in subdivision (e) of Section 50801.

h) "Homeless" has the same meaning as defined in Section 578.3 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019.

i) "Homeless Management Information System" means the information system designated by a Continuum of Care to comply with federal reporting requirements as defined in Section 578.3 of Title 24 of the Code of Federal Regulations. The term "Homeless Management Information System" also includes the use of a comparable database by a victim services provider or legal services provider that is permitted by the federal government under Part 576 of Title 24 of the Code of Federal Regulations.

j) "Homeless point-in-time count" means the most recent point-in-time count that requires a sheltered and unsheltered count pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations completed by all applicants.

k) "Homeless youth" means an unaccompanied youth between 12 and 24 years of age, inclusive, who is experiencing homelessness, as defined in subsection (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)). "Homeless youth" includes unaccompanied youth who are pregnant or parenting.

l) "Housing First" has the same meaning as in Section 8255 of the Welfare and Institutions Code, including all of the core components listed therein.

m) "Jurisdiction" means a city, city that is also a county, county, or Continuum of Care, as defined in this section.

n) "Navigation center" means a Housing First, low-barrier, service-enriched shelter focused on moving homeless individuals and families into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

o) "Program" means the Homeless Housing, Assistance, and Prevention program established pursuant to this chapter.

1) "Round 1" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2019.

2) "Round 2" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2020.

3) "Round 3" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2021.

4) "Round 4" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2022.

p) "Program allocation" means the portion of program funds available to expand or develop local capacity to address immediate homelessness challenges.

q) "Recipient" means a jurisdiction that receives funds from the Cal ICH for the purposes of the program.

r) "Tribe" or "tribal applicant" means a federally recognized tribal government pursuant to Section 4103 of Title 25 of the United States Code.

Additional definitions for the purposes of the HHAP-4 program:

"Obligate" means that the Grantee has placed orders, awarded contracts, received services, or entered into similar transactions that require payment using HHAP-4 funding. Grantees, and the subrecipients who receive awards from those Grantees, must obligate the funds by the statutory deadlines set forth in this Exhibit A.

"Expended" means all HHAP-4 funds obligated under contract or subcontract have been fully paid and receipted, and no invoices remain outstanding.

4) Scope of Work

The Scope of Work ("Work") for this Agreement shall include uses that are consistent with Health and Safety Code section 50218.7, subdivision (e), and section 50220.8, subdivisions (e), (f), and (g), and any other applicable laws.

The Grantee shall expend funds on evidence-based programs serving people experiencing homelessness among eligible populations, including any of the following eligible uses:

a) Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees.

b) Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.

c) Street outreach to assist persons experiencing homelessness to access permanent housing and services.

d) Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.

e) Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.

f) Delivery of permanent housing and innovative housing solutions, such as hotel and motel conversions.

g) Prevention and shelter diversion to permanent housing, including rental subsidies.

h) Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:

i) The number of available shelter beds in the city, county, or region served by a Continuum of Care.

ii) The number of people experiencing unsheltered homelessness in the homeless point-in-time count.

iii) Shelter vacancy rate in the summer and winter months.

iv) Percentage of exits from emergency shelters to permanent housing solutions.

v) A plan to connect residents to permanent housing.

vi) Any new interim sheltering funded by HHAP-4 funds must be low barrier, comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code, and prioritize interventions other than congregate shelters.

i) Improvements to existing emergency shelters to lower barriers and increase privacy.

In addition to the eligible uses described above, the Grantee's expenditure of its entire HHAP-4 allocation must also comply with the following:

a) At least 10 percent of the funds shall be spent on services for homeless youth populations.

b) Not more than 7 percent of funds may be used for administrative costs incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this Agreement, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.

5) Cal ICH Contract Coordinator

The Cal ICH's Contract Coordinator for this Agreement is the Council's Grant Director or the Grant Director's designee. Unless otherwise instructed, any notice, report, or other communication requiring an original Grantee signature for this Agreement shall be mailed to the Cal ICH Contract Coordinator. If there are opportunities to send information electronically, Grantee will be notified via email by the Council's Grant Director or the Grant Director's designee.

The Representatives during the term of this Agreement will be:

	PROGRAM	GRANTEE
ENTITY:	Business Consumer Services and Housing Agency	City of Sacramento
SECTION/UNIT:	California Interagency Council on Homelessness (Cal ICH)	
ADDRESS:	500 Capitol Mall Suite 1850 Sacramento, CA, 95814	915 I Street Sacramento, CA 95814
CONTRACT COORDINATOR	Jeannie McKendry	Denise Malvetti
PHONE NUMBER:	(916) 510-9446	(916) 808-7064
EMAIL ADDRESS:	Jeannie.McKendry@bcsh.ca.gov	dmalvetti@cityofsacramento.org

All requests to update the Grantee information listed within this Agreement shall be emailed to the Cal ICH Grants Division general email box at calichgrants@bcsh.ca.gov. The Council reserves the right to change their representative and/or contact information at any time with notice to the Grantee.

6) Effective Date, Term of Agreement, and Deadlines

a) This Agreement is effective upon approval by Cal ICH (indicated by the signature provided by Cal ICH in the lower left section of page one, Standard Agreement, STD. 213), when signed by all parties. Funds will be disbursed in accordance with Section 3 of Exhibit B.

b) This Agreement shall terminate on December 31, 2027.

c) A grantee shall contractually obligate no less than 75 percent and shall expend no less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025. Upon demonstration by a grantee that it has complied with this requirement and remains on track to meet its outcome goals, as determined by the council pursuant to Health and Safety Code section 50223, the council shall disburse to that recipient the remaining 50 percent of its total HHAP-4 allocation pursuant to Health and Safety Code section 50218.7(a).

i) Grantee will demonstrate compliance with these requirements by completing the certification documentation in the form and manner provided by the council.

d) If a grantee has obligated less than 75 percent or expended less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025, the grantee shall not contractually obligate or expend any remaining portion of its round 4 initial program allocation, and the council shall not allocate to the recipient the remaining 50 percent of its total allocation, unless both of the following occur:

i) On or before June 30, 2025, the grantee submits an alternative disbursement plan to Cal ICH that includes an explanation for the delay.

ii) Cal ICH approves the alternative disbursement plan.

If Cal ICH cannot approve an alternative disbursement plan, Cal ICH will provide the grantee with guidance on the revisions needed in order to approve the alternative disbursement plan.

If the funds identified in the approved alternative disbursement plan are not fully expended by December 31, 2026, the funds shall be returned to the Cal ICH to be allocated as bonus awards.

e) Grantees that do not meet the final expenditure deadlines in Health and Safety Code section 50220.8(k) shall not be eligible for bonus funding.

f) All HHAP-4 funds shall be expended by June 30, 2027.

g) In accordance with Health and Safety Code section 50220.8, subdivision (k), Cal ICH retains the right to require a corrective action plan of grantees that are not on track to fully expend funds by the statutorily required deadline.

h) Any funds not expended by June 30, 2027, including bonus funds, shall revert to and be paid and deposited in, the General Fund pursuant to Health and Safety Code section 50220.8(p).

i) The council may request additional information from applicants, as needed, to meet other applicable reporting or audit requirements.

j) **Bonus Funds:** Health and Safety Code section 50220.8 mandates the following, regarding a recipient's eligibility for Bonus Funding:

i) Recipients that do not meet the obligation requirements laid out in Health and Safety Code section 50220.8(k) shall not be eligible for bonus funding;

ii) Recipients shall demonstrate no later than June 30, 2025, whether they have successfully met their outcome goals; and

iii) Jurisdictions that have not met their outcome goals shall not be eligible for bonus funding and shall accept technical assistance from council staff. In addition, jurisdictions that have not met their outcome goals may also be required to limit allowable uses of program funds, as determined by the Council.

iv) If recipient receives bonus funding, the bonus funds will be distributed as an amendment to this contract. No additional contract will be executed.

7) Special Conditions

Cal ICH reserves the right to add any special conditions to this Agreement it deems necessary to ensure that the goals of the Program are achieved.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT B

BUDGET DETAIL and DISBURSEMENT PROVISIONS

1) Budget Detail & Changes

The Grantee agrees that HHAP-4 funds shall be expended on uses that support regional coordination and expand or develop local capacity to address immediate homelessness challenges. Such activities must be informed by a best-practices framework focused on moving people experiencing homelessness into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The Grantee shall expend the HHAP-4 funds on eligible activities as detailed in Health and Safety Code section 50218.7(e) and section 50220.8, subdivisions (e), and (f).

2) General Conditions Prior to Disbursement

All Grantees must submit the following forms prior to HHAP-4 funds being released:

- Request for Funds Form ("RFF")
- STD 213 Standard Agreement form and initialed Exhibits A through F
- STD 204 Payee Data Record or Government Agency Taxpayer ID Form

3) Disbursement of Funds

Initial Disbursement
Fifty percent of a grantee's HHAP-4 funds will be disbursed to the Grantee upon receipt, review and approval of the completed Standard Agreement and RFF by Cal ICH, the Department of General Services (DGS) and the State Controller's Office (SCO).

The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. The Initial disbursement of HHAP-4 funds will be disbursed in one allocation via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

Remainder Disbursement

a) Cal ICH will disburse the remaining fifty percent of HHAP-4 funds upon demonstration by a Grantee that it has complied with the requirement to contractually obligate and expend a minimum amount of its round 4 program allocation, as described below, and remains on track to meet its outcome goals, as determined by the council pursuant to Section 50223.

i) A grantee shall contractually obligate no less than 75 percent and shall expend no less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025. Upon demonstration by a grantee that it has complied with this requirement and remains on track to meet its outcome goals, as determined by the council pursuant to Health and Safety Code section 50223, the council shall disburse to that recipient the remaining 50 percent of its total HHAP-4 allocation pursuant to Health and Safety Code section 50218.7(a).

b) If a grantee has obligated less than 75 percent or expended less than 50 percent of their initial disbursement by May 31, 2025, the grantee shall not contractually obligate or expend any remaining portion of its round 4 initial program allocation, and the council shall not allocate to the recipient the remaining 50 percent of its total allocation, unless both of the following occur:

i) On or before June 30, 2025, the grantee submits an alternative disbursement plan to Cal ICH that includes an explanation for the delay.

ii) Cal ICH approves the alternative disbursement plan. If Cal ICH cannot approve an alternative disbursement plan, Cal ICH will provide the grantee with guidance on the revisions needed in order to approve the alternative disbursement plan.

4) If a Grantee is not on track to meet outcome goals, grantee must agree to receive TA from Cal ICH to get back on track with the outcome goals before the Council allocates the remaining 50 percent of a recipient's allocation.

Bonus Funds Disbursement

If a Grantee qualifies for Bonus Funds pursuant to the requirements laid out in Health and Safety Code section 50220.7, Cal ICH will determine the amount of Bonus Funds the Grantee is eligible for and will disburse these Bonus Funds to the Grantee upon receipt, review and approval of the completed Amended Standard Agreement and RFF by Cal ICH, the Department of General Services (DGS) and the State Controller's Office (SCO).

The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. The Bonus Funds disbursement of

HHAP-4 funds will be allocated in one disbursement via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

5) Expenditure of Funds

All HHAP-4 funds must be spent in accordance with Health and Safety Code section 50218.7(e) and section 50220.8, subdivisions (e), and (f), and as described in Exhibit A, Section 4 "Scope of Work".

6) Ineligible Costs

a) HHAP-4 funds shall not be used for costs associated with activities in violation of any law or for any activities not consistent with the intent of the Program and the eligible uses identified in Health and Safety Code section 50220.8, subdivisions (e), (f), and (g).

b) Cal ICH reserves the right to request additional clarifying information to determine the reasonableness and eligibility of all uses of the funds made available by this Agreement. If the Grantee or its funded subrecipients use HHAP-4 funds to pay for ineligible activities, the Grantee shall be required to reimburse these funds to Cal ICH.

c) An expenditure which is not authorized by this Agreement, or by written approval of the Grant Manager or his/her designee, or which cannot be adequately documented, shall be disallowed and must be reimbursed to Cal ICH by the Grantee.

Cal ICH, at its sole and absolute discretion, shall make the final determination regarding the allowability of HHAP-4 fund expenditures.

d) Program funds shall not be used to supplant existing local funds for homeless housing, assistance, or prevention. HHAP funds cannot replace local funds that are committed to an existing or developing homeless assistance program. However, if funds previously supporting a service or project end or are reduced for reasons beyond the control of the grantee and services or housing capacity will be lost as a result of these funds ending, HHAP funds may be used to maintain the service or program. Examples include, but are not limited to, a time-limited city and/or county tax or one-time block grant, such as HEAP.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1) Termination and Sufficiency of Funds

a) Termination of Agreement

Cal ICH may terminate this Agreement at any time for cause by giving a minimum of 14 days' notice of termination, in writing, to the Grantee. Cause shall consist of violations of any conditions of this Agreement, any breach of contract as described in paragraph 6 of this Exhibit C; violation of any federal or state laws; or withdrawal of Cal ICH's expenditure authority. Upon termination of this Agreement, unless otherwise approved in writing by Cal ICH, any unexpended funds received by the Grantee shall be returned to Cal ICH within 30 days of Cal ICH's notice of termination.

b) Sufficiency of Funds

This Agreement is valid and enforceable only if sufficient funds are made available to Cal ICH by legislative appropriation. In addition, this Agreement is subject to any additional restrictions, limitations or conditions, or statutes, regulations or any other laws, whether federal or those of the State of California, or of any agency, department, or any political subdivision of the federal or State of California governments, which may affect the provisions, terms or funding of this Agreement in any manner.

2) Transfers

Grantee may not transfer or assign by subcontract or novation, or by any other means, the rights, duties, or performance of this Agreement or any part thereof, except as allowed within Exhibit C Section 12 (Special Conditions – Grantees/Sub Grantee) or with the prior written approval of Cal ICH and a formal amendment to this Agreement to affect such subcontract or novation.

3) Grantee's Application for Funds

Grantee has submitted to Cal ICH an application for HHAP-4 funds to support regional coordination and expand or develop local capacity to address its immediate homelessness challenges. Cal ICH is entering into this Agreement on the basis of Grantee's facts, information, assertions and representations contained in that application. Any subsequent modifications to the original funding plans submitted within the original application must be requested through the formal HHAP Budget Modification Request Process and are subject to approval by Cal ICH.

Grantee warrants that all information, facts, assertions and representations contained in the application and approved modifications and additions thereto are true, correct, and complete to the best of Grantee's knowledge. In the event that any part of the application and any approved modification and addition thereto is untrue, incorrect, incomplete, or misleading in such a manner that would substantially affect Cal ICH approval, disbursement, or monitoring of the funding and the grants or activities governed by this Agreement, then Cal ICH may declare a breach of this Agreement and take such action or pursue such remedies as are legally available.

4) Reporting/Audits

a) Annual Reports

By January 1, 2024, and annually on that date thereafter until all funds have been expended, the Grantee shall submit an annual report to Cal ICH in a format provided by Cal ICH. Annual Reports will include a request for data on expenditures and people served with HHAP-4 funding, details on specific projects selected for the use of HHAP-4 funding, and data regarding the progress towards outcome goals. If the Grantee fails to provide such documentation, Cal ICH may recapture any portion of the amount authorized by this Agreement with a 14-day written notification. No later than October 1, 2027, the Grantee shall submit a final report, in a format provided by Cal ICH, as well as a detailed explanation of all uses of the Program funds.

b) Quarterly Expenditure Reports

In addition to the annual reports, Cal ICH requires the Grantee to submit quarterly expenditure reports due no later than 30 days following the end of each fiscal quarter. Grantee shall submit a report to Cal ICH on a form and method provided by Cal ICH that includes the ongoing tracking of the specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds, as well as any additional information Cal ICH deems appropriate or necessary. If the Grantee fails to provide such documentation, Cal ICH may recapture any portion of the amount authorized by this Agreement with a 14-day written notification.

c) Reporting Requirements

i) Annual Report: The annual report shall contain detailed information in accordance with Health and Safety Code section 50223, subdivision (a). This information includes the following, as well as any additional information deemed appropriate or necessary by Cal ICH:

(1) Data collection shall include, but not be limited to, information regarding individuals and families served, including demographic information, information regarding partnerships among entities or lack thereof, and participant and regional outcomes.

(2) The performance monitoring and accountability framework shall include clear metrics, which may include, but are not limited to, the following:

(a) The number of individual exits to permanent housing, as defined by the United States Department of Housing and Urban Development, from unsheltered environments and interim housing resulting from this funding.

(b) Racial equity, as defined by the council in consultation with representatives of state and local agencies, service providers, the Legislature, and other stakeholders.

(c) Any other metrics deemed appropriate by the council and developed in coordination with representatives of state and local agencies, advocates, service providers, and the Legislature.

(3) Data collection and reporting requirements shall support the efficient and effective administration of the program and enable the monitoring of jurisdiction performance and program outcomes.

Data shall include progress towards meeting the grantee's outcome goals. If significant progress toward outcome goals has not been made, the applicant shall:

(a) Submit a description of barriers and possible solutions to meet those barriers

(b) Accept technical assistance from Cal ICH

(c) Include the progress towards outcome goals in all subsequent quarterly reports, until significant progress is made as deemed by Cal ICH

ii) Expenditure Report: The expenditure report shall contain data on expenditures of HHAP-4 funding including but not limited to obligated funds, expended funds, and other funds derived from HHAP-4 funding.

iii) Final Expenditure Plan: During the final fiscal year of reporting, grantees may be required to include a plan to fully expend HHAP-4 grant funding. This plan must be submitted with the quarterly expenditure report in a format to be provided by Cal ICH.

iv) Grantees or their subcontractors must report client data into their local Homeless Management Information Systems (HMIS) pursuant to the requirements of Assembly Bill (AB) 977 (Chapter 397, Statutes of 2021)

v) Cal ICH may require additional supplemental reporting with written notice to the Grantee.

vi) Grantee may, at their discretion, fully expend their HHAP-4 allocation prior to the end date of the grant term and will not be required to submit quarterly fiscal reports after the quarter in which their allocation was fully expended.

d) Auditing

Cal ICH reserves the right to perform or cause to be performed a financial audit. At Cal ICH request, the Grantee shall provide, at its own expense, a financial audit prepared by a certified public accountant. HHAP-4 administrative funds may be used to fund this expense. Should an audit be required, the Grantee shall adhere to the following conditions:

i) The audit shall be performed by an independent certified public accountant.

ii) The Grantee shall notify Cal ICH of the auditor's name and address immediately after the selection has been made. The contract for the audit shall allow access by Cal ICH to the independent auditor's working papers.

iii) The Grantee is responsible for the completion of audits and all costs of preparing audits.

iv) If there are audit findings, the Grantee must submit a detailed response acceptable to Cal ICH for each audit finding within 90 days from the date of the audit finding report.

5) <u>Inspection and Retention of Records</u>

a) Record Inspection

Cal ICH or its designee shall have the right to review, obtain, and copy all records and supporting documentation pertaining to performance under this Agreement. The Grantee agrees to provide Cal ICH, or its designee, with any relevant information requested. The Grantee agrees to give Cal ICH or its designee access to its premises, upon reasonable notice and during normal business hours, for the purpose of interviewing employees who might reasonably have information related to such records, and of inspecting and copying such books, records, accounts, and other materials that may be relevant to an investigation of compliance with the Homeless Housing, Assistance, and

Prevention Program laws, the HHAP-4 program guidance document published on the website, and this Agreement.

In accordance with Health and Safety Code section 50220.8, subdivision (m), if upon inspection of records Cal ICH identifies noncompliance with grant requirements, Cal ICH retains the right to impose a corrective action plan on the Grantee.

b) Record Retention

The Grantee further agrees to retain all records described in subparagraph a for a minimum period of five (5) years after the termination of this Agreement.

If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been commenced before the expiration of the required record retention period, all records must be retained until completion of the action and resolution of all issues which arise from it.

c) Public Records Act

The grantees' final HHAP-4 application, this contract, and other documents related to the grant are considered public records, which are available for public viewing pursuant to the California Public Records Act.

6) Breach and Remedies

a) Breach of Agreement
Breach of this Agreement includes, but is not limited to, the following events:

i) Grantee's failure to comply with the terms or conditions of this Agreement.

ii) Use of, or permitting the use of, HHAP-4 funds provided under this Agreement for any ineligible activities.

iii) Any failure to comply with the deadlines set forth in this Agreement.

b) Remedies for Breach of Agreement
In addition to any other remedies that may be available to Cal ICH in law or equity for breach of this Agreement, Cal ICH may:

i) Bar the Grantee from applying for future HHAP funds;

ii) Revoke any other existing HHAP-4 award(s) to the Grantee;

iii) Require the return of any unexpended HHAP-4 funds disbursed under this Agreement;

iv) Require repayment of HHAP-4 funds disbursed and expended under this Agreement;

v) Require the immediate return to Cal ICH of all funds derived from the use of HHAP-4 funds

vi) Seek, in a court of competent jurisdiction, an order for specific performance of the defaulted obligation or participation in the technical assistance in accordance with HHAP-4 requirements.

c) All remedies available to Cal ICH are cumulative and not exclusive.

d) Cal ICH may give written notice to the Grantee to cure the breach or violation within a period of not less than 15 days.

7) Waivers

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of Cal ICH to enforce at any time the provisions of this Agreement, or to require at any time, performance by the Grantee of these provisions, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of Cal ICH to enforce these provisions.

8) Nondiscrimination

During the performance of this Agreement, Grantee and its subrecipients shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, gender identity, gender expression, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), genetic information, marital status, military and veteran status, and denial of medical and family care leave or pregnancy disability leave. Grantees and Sub grantees shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subrecipients shall comply with the provisions of California's laws against discriminatory practices relating to specific groups: the California Fair Employment and Housing Act (FEHA) (Gov. Code, § 12900 et seq.); the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.); and the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code, §§ 11135 - 11139.5). Grantee and its subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

9) Conflict of Interest

All Grantees are subject to state and federal conflict of interest laws. For instance, Health and Safety Code section 50220.5, subdivision (i) states, "For purposes of Section 1090 of the Government Code, a representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county."

Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Additional applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411.

a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent Grantee with any State agency to provide goods or services.

b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.

c) Employees of the Grantee: Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the Political Reform Act of 1974 (Gov. Code, § 81000 et seq.).

d) Representatives of a County: A representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board,

committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county.

10) Drug-Free Workplace Certification

Certification of Compliance: By signing this Agreement, Grantee hereby certifies, under penalty of perjury under the laws of State of California, that it and its subrecipients will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, section 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:

Publish a statement notifying employees and subrecipients that unlawful manufacture distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, Grantees, or subrecipients for violations, as required by Government Code section 8355, subdivision (a)(1).

a) Establish a Drug-Free Awareness Program, as required by Government Code section 8355, subdivision (a)(2) to inform employees, Grantees, or subrecipients about all of the following:

i) The dangers of drug abuse in the workplace;

ii) Grantee's policy of maintaining a drug-free workplace;

iii) Any available counseling, rehabilitation, and employee assistance program; and

iv) Penalties that may be imposed upon employees, Grantees, and subrecipients for drug abuse violations.

b) Provide, as required by Government Code section 8355, subdivision (a)(3), that every employee and/or subrecipient that works under this Agreement:

i) Will receive a copy of Grantee's drug-free policy statement, and

ii) Will agree to abide by terms of Grantee's condition of employment or subcontract.

11) Child Support Compliance Act

For any Contract Agreement in excess of $100,000, the Grantee acknowledges in accordance with Public Contract Code 7110, that:

a) The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b) The Grantee, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

12) Special Conditions – Grantees/Subgrantee

The Grantee agrees to comply with all conditions of this Agreement including the Special Conditions set forth in Exhibit D. These conditions shall be met to the satisfaction of Cal ICH prior to disbursement of funds. The Grantee shall ensure that all Subgrantees are made aware of and agree to comply with all the conditions of this Agreement and the applicable State requirements governing the use of HHAP-4 funds. Failure to comply with these conditions may result in termination of this Agreement.

a) The Agreement between the Grantee and any Subgrantee shall require the Grantee and its Subgrantees, if any, to:

i) Perform the work in accordance with Federal, State and Local housing and building codes, as applicable.

ii) Maintain at least the minimum State-required worker's compensation for those employees who will perform the work or any part of it.

iii) Maintain, as required by law, unemployment insurance, disability insurance, and liability insurance in an amount that is reasonable to compensate any person, firm or corporation who may be injured or damaged by the Grantee or any Subgrantee in performing the Work or any part of it.

iv) Agree to include all the terms of this Agreement in each subcontract.

13) Compliance with State and Federal Laws, Rules, Guidelines and Regulations

The Grantee agrees to comply with all state and federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, environmental protection, equal opportunity, fair housing, and all other matters applicable and/or related to the HHAP-4 program, the Grantee, its subrecipients, and all eligible activities.

Grantee shall also be responsible for obtaining any and all permits, licenses, and approvals required for performing any activities under this Agreement, including those necessary to perform design, construction, or operation and maintenance of the activities. Grantee shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental protection, procurement, and safety laws, rules, regulations, and ordinances. Grantee shall provide copies of permits and approvals to Cal ICH upon request.

14) Inspections

a) Grantee shall inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

b) Cal ICH reserves the right to inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

c) Grantee agrees to require that all work that is determined based on such inspections not to conform to the applicable requirements be corrected and to withhold payments to the subrecipient until it is corrected.

15) Litigation

a) If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of Cal ICH, shall not affect any other provisions of this Agreement and the Initial of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are and shall be deemed severable.

b) The Grantee shall notify Cal ICH immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement or Cal ICH, and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of Cal ICH.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

1) All proceeds from any interest-bearing account established by the Grantee for the deposit of HHAP-4 funds, along with any interest-bearing accounts opened by subrecipients to the Grantee for the deposit of HHAP-4 funds, must be used for HHAP-4-eligible activities and reported on as required by Cal ICH.

2) Per Health and Safety Code section 50220.8 (g), any housing-related activities funded with HHAP-4 funds, including but not limited to emergency shelter (per Health and Safety Code section 50220.8(e)(8)(F)), rapid-rehousing, rental assistance, transitional housing and permanent supportive housing, must be in compliance or otherwise aligned with the core components of Housing First, as described in Welfare and Institutions Code section 8255, subdivision (b). Individuals and families assisted with these funds must not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used. In addition, HHAP-4 funding shall be used to adopt a Housing First approach within the entire local homelessness response system, including outreach and emergency shelter, short-term interventions like rapid re-housing, and longer-term interventions like supportive housing.

3) Grantee shall utilize its local Homeless Management Information System (HMIS) to track HHAP-4-funded projects, services, and clients served. Grantee will ensure that HMIS data are collected in accordance with applicable laws and in such a way as to identify individual projects, services, and clients that are supported by HHAP-4 funding (e.g., by creating appropriate HHAP-4-specific funding sources and project codes in HMIS).

4) Grantee shall participate in and provide data elements, including, but not limited to, health information, in a manner consistent with federal law, to the statewide Homeless Management Information System (known as the Homeless Data Integration System or "HDIS"), in accordance with their existing Data Use Agreement entered into with the Council, if any, and as required by Health and Safety Code section 50220.6 and Welfare and Institutions Code section 8256. Any health information provided to, or maintained within, the statewide Homeless Management Information System shall not be subject to public inspection or disclosure under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code). For purposes of this paragraph, "health information" means "protected health information," as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical

information," as defined in subdivision (j) of Section 56.05 of the Civil Code. The Council may, as required by operational necessity, amend or modify required data elements, disclosure formats, or disclosure frequency. Additionally, the Council, at its discretion, may provide Grantee with aggregate reports and analytics of the data Grantee submits to HDIS in support of the Purpose of this Agreement and the existing Data Use Agreement.

5) Grantee agrees to accept technical assistance as directed by Cal ICH or by a contracted technical assistance provider acting on behalf of Cal ICH and report to Cal ICH on programmatic changes the grantee will make as a result of the technical assistance and in support of their grant goals.

6) Grantee agrees to demonstrate a commitment to racial equity and, per Health and Safety Code section 50222 (a)(2)(B), the grantee shall use data provided through HDIS to analyze racial disproportionality in homeless populations and, in partnership with Cal ICH, establish clear metrics and performance monitoring for achieving equity in provision of services and outcomes for Black, Native, and Indigenous, Latinx, Asian, Pacific Islanders and other People of Color who are disproportionately impacted by homelessness and COVID-19.

7) Grantee should establish a mechanism for people with lived experience of homelessness to have meaningful and purposeful opportunities to inform and shape all levels of planning and implementation, including through opportunities to hire people with lived experience.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)

Standard Agreement

EXHIBIT E

STATE OF CALIFORNIA GENERAL TERMS AND CONDITIONS

This exhibit is incorporated by reference and made part of this agreement. The General Terms and Conditions (GTC 04/2017) can be viewed at the following link:

https://www.dgs.ca.gov/-/media/Divisions/OLS/Resources/GTC-April-2017-FINALapril2017.pdf?la=en&hash=3A64979F777D5B9D35309433EE81969FD69052D2

In the interpretation of this Agreement, any inconsistencies between the State of California General Terms and Conditions (GTC - 04/2017) and the terms of this Agreement and its exhibits/attachments shall be resolved in favor of this Agreement and its exhibits/attachments.

Attachment 8: Budget
Waking the Village - The Village

COMPONENT	Current Budget	Supplement #2	New Budget
STAFFING			
Salary			$ -
1.0 FTE Program Director @$30/hr/ave x 1560 hrs: Provides oversight, training, and support to shelter team	$ 55,303.00	$ 46,800.00	$ 102,103.00
2.0 FTE Youth Development Director @ $29/hr/ave x 1560 hrs x 2 staff: Provide case management to connect clients to housing and resources for long term stability and wellness.	$ 110,606.00	$ 90,480.00	$ 201,086.00
.3 Youth Employment Director @ $30/hr/ave x 468 hours. Provides outreach to connect and integrate youth to Village Shelter. Coordinates entry with CAS.		$ 14,040.00	$ 14,040.00
.25 Outreach and Integration Director @ $22/hr/ave x 390 hours. Provides outreach to connect and integrate youth to Village Shelter. Coordinated entry with CAS	$ 31,728.00		$ 31,728.00
2.0 FTE House Director @ $24/hr/ave @ 1170 hours x 2 staff: Offer support & oversight to clients in the evening & overnight.	$ 51,489.00	$ 56,160.00	$ 107,649.00
.1 FTE Data Manager @ $32 hr * 156 hours. Oversees accurate and timely data collection within HMIS and Plan Street. Reports outcomes to city monthly and quarterly. Trains team in documentation.	$ 6,112.00	$ 4,992.00	$ 11,104.00
Workers Comp Insurance @ 3%	$ 7,657.14	$ 6,374.16	$ 14,031.30
Payroll Taxes @ 8%	$ 20,419.04	$ 16,998.00	$ 37,417.04
Benefits (health, dental, vision, life) @ average of 7% of project	$ 18,402.66	$ 15,319.25	$ 33,721.91
Subtotal	**$ 301,716.84**	**$ 251,163.41**	**$ 552,880.25**
OPERATIONS			
Occupancy: ($352.50 per TAY bed/month * 8 TAY * 9 months =$25,380) + ($200 per TAY bed/month average cost of electric/gas/water/trash/yard/pest/maintenance to housing sites prorated to 8 TAY * 9 months) = Cost associated with providing 8 rooms and related common spaces and utilities/maintenance across housing sites. Rent reduced due to agency owning two of the five housing sites.	$ 48,345.44	39,780.00	$ 88,125.44
Facility Maintenance ($1000/mo *9 months): Yard service, pest service, and maintenance of shelter to ensure safety.	$ -		$ -
Communication ($200/mo phone + $120/mo internet x 9 mo): Provided phones to 5 staff members and outfits site with internet connection for school, work, and resources.	$ 3,520.00	2,880.00	$ 6,400.00
Program Supplies @ $2576.11/mo/ave * 9 months: Workshop materials, diapers, school and work supplies, site furniture, sheets, towels, appliances, desks, beds....	$ 33,000.00	23,185.00	$ 56,185.00
Travel/ Transportation @ $1000/mo/ave x 9 months: Gas, Lyfts, and bus passes for clients to connect to resources, jobs, and school. Costs for maintenance of existing shelter vehicles. Costs for staff mileage when using cars for client transport.	$ 11,000.00	9,000.00	$ 20,000.00
Food @ $100/mo/ave per client * 16 clients = $1600/month x 9 months: Supplements client food stamps to ensure provision of 3 nutritious meals daily.	$ 22,000.00	14,400.00	$ 36,400.00
Property/Auto/Liability Insurance @ 10% of $65,000 annual cost *.75 year. Percentage of WTV policy related to require shelter coverages.	$ 6,243.89		$ 6,243.89
SUBTOTAL	**$ 124,109.33**	**$ 89,245.00**	**$ 213,354.33**
REHOUSING SERVICES			
Renter Assistance			$ -
One-Time Housing Costs			$ -
Moving Costs			$ -
			$ -
SUBTOTAL of Staffing and Operations	**$ 425,826.17**	**$ 340,408.41**	**$ 766,234.58**
In-direct Costs (not to exceed 7%): Accounting and admin staff	$ 29,807.83	23,828.59	53,636.42
TOTAL PROGRAM COSTS	**$ 455,634.00**	**$ 364,237.00**	**$ 819,871.00**

City of SACRAMENTO Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 10/27/2026 Expiration Date: 08/31/2027

Grant/Project Name: CoC HHAP Youth Funding

Other Party: Wind Youth Services

Original Not to Exceed Amount: $ 564,797.29

Assessor's Parcel Number(s):

Project Number: G23000100 Bid/RFQ/RFP#:

Supplements/Addendums/Change Orders ☑

Adjusted Amount of this Change (+/-): $ 450,623.00 New Not to Exceed Amount: $ 1,015,420.29

Change In Scope: Yes

Original Contract Number: 2025-4761 Supplement Number: 02

Council Approval ☑

Original Meeting Date: 12/09/2025 Council File ID: 2025-01749

Supplement Meeting Date: 10/27/2026 Council File ID: 2026-01516

Processing Information

☐ Clerk's Office to Mail for Recording
☐ Return to Dept for Other Party Signature
☐ Real Estate
☐ Return to Dept for Recording
☐ Construction Related
☐ Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to $100K; $100K -$250K City Manager or Assistant City Manager; $250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed)

Sign

Sign Rodolfo Davidson Division Manager

Sign

Sign Jason Beckstrom (Sep 30, 2026 12:07:32 PDT) Support Services Manager

Sign

Rev. 01302026

CONTRACT #:	2025-4761-02	PROJECT:	G23000100
CONTRACT NAME:	CoC HHAP Youth Funding	NOT-TO-EXCEED AMOUNT:	$1,015,420.29
AGREEMENT TERM:	10/27/2026-08/31/2027	SOLICITATION:	P26231031001
AUTHORIZED RENEWALS:	2	LBE (Y/N):	N
DEPARTMENT/DIVISION:	Community Response/Homeless Services	COUNCIL FILE ID:	2026-01516

CITY OF SACRAMENTO

CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT

The City of Sacramento ("City") and Wind Youth Services ("Grantee"), Homeless Housing, Assistance, and Prevention Program Grant Agreement designated as Agreement Number 2025-4761, including any and all prior supplemental agreements modifying the Agreement (the Agreement and all supplemental grant agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The Scope set forth in Attachment 2, Section XIV. Evaluation, is revised to read:

   At a minimum, the City will conduct quarterly monitoring of Common Ground which may include, but not limited to, evaluation of program operations, integrity of physical spaces, and engagement with Shelter guests. Outside of this monitoring, the City may at any time evaluate this program, which may include monitoring client files. Contractor shall be given opportunities to participate in the evaluation process.

2. The term of the Agreement specified in Section 1 (Term) is extended through August 31, 2027, subject to early termination under Section 6.

3. Section 2 (Disbursement of Funds) is revised to read:

   The City shall disburse to the Grantee a total sum not to exceed $1,015,420.29 for use under this Agreement in accordance with section 4 below. The funds disbursed by the City under this agreement include HHAP-3 and HHAP-5 funds, collectively referred to as "HHAP funds." In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, or for costs incurred after August 31, 2027. Upon expiration or termination of the Agreement, any unexpended funds received by Grantee shall be returned to the City within 90 days of expiration or termination.

4. Section 4(b) (Authorized Uses) is revised to read:

   The funds under the Agreement are provided to Grantee solely for eligible costs that it incurs between the effective date of this agreement and August 31, 2027. If Grantee receives a refund or credit for any costs for which it received a payment of HHAP funds, Grantee shall return HHAP funds in an amount equal to the refund or credit to the City by check payable to the City and delivered to the City at the address shown in section 7 (below) no later than 10 days following receipt of such refund or credit unless otherwise agreed to, in writing, by the City.

5. As of October 27, 2026, the revised Budget attached hereto as Attachment 8 supersedes the Budget set forth in Attachment 7.

6. The maximum not-to-exceed amount that is specified in the Grant Agreement for payment of Grantee's fees and expenses is **increased** by $450,623, and the Agreement's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	$457,654.29
Net change by previous amendments:	$107,143.00
Not-to-exceed amount prior to this amendment:	$564,797.29
Increase by this amendment:	$450,623.00
New not-to exceed amount including all amendments:	$1,015,420.29

7. Grantee agrees that the amount specified in section 5 above shall fully compensate Grantee under the Agreement, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Grantee in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Grantee.

8. Grantee warrants and represents that the person or persons executing this supplemental grant agreement on behalf of Grantee is duly authorized by Grantee to sign this supplemental grant agreement and bind Grantee to the terms hereof.

9. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Grantee shall perform as required under the Agreement, as modified by this supplemental grant agreement.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro, Director, DCR, City of Sacramento

Approved By:

Miren Hower
Miren Hower (Oct 6, 2026 12:42:03 PDT)

Miren Hower, Director, Wind Youth Services, Contractor

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:

Audreyell Anderson-White, Senior Deputy City Attorney

Attest:

City Clerk

Attachment 8: Budget
Wind Youth Services - Common Ground

COMPONENT	Current Budget	Supplement #2	New Budget
STAFFING			
(4.5 FTE) Support Staff	$ 171,475.20	$ 147,420.00	$ 318,895.20
(1.0 FTE) Assistant Manager - Coordinator	$ 49,537.28	$ 43,680.00	$ 93,217.28
(0.7 FTE) Case Manager	$ 46,679.36	$ 28,392.00	$ 75,071.36
(0.2 FTE) Program Manager	$ 13,336.96	$ 8,424.00	$ 21,760.96
(0.2 FTE) Director of Programs & Operations	$ 17,147.52	$ 14,976.00	$ 32,123.52
(0.15 FTE) Director of Community Info & Compliance	$ 17,147.52	$ 10,764.00	$ 27,911.52
(0.2 FTE) Data and Administrative Assistant	$ 11,736.52	$ 8,736.00	$ 20,472.52
(0.05 FTE) Chief Executive Officer	$ 8,702.00	$ 7,124.52	$ 15,826.52
STAFFING	**$ 335,762.36**	**$ 269,516.52**	**$ 605,278.88**
Benefits & Taxes (15%)	$ 50,364.35	$ 40,427.48	$ 90,791.83
SUBTOTAL	**$ 386,126.71**	**$ 309,944.00**	**$ 696,070.71**
OPERATIONS			
Occupancy (Drop-in Center for 9-5, meals, CM, etc.)	$ 38,442.22	$ 20,250.00	$ 58,692.22
Shelter & Office Rent (5th Ave. Rent)	$ 27,480.00	$ 22,500.00	$ 49,980.00
Utilities	$ 10,992.00	$ 9,000.00	$ 19,992.00
Facility Maintenance	$ 12,366.00	$ 12,750.00	$ 25,116.00
Equipment (lap tops, cameras, security, etc.)	$ 2,290.00	$ 1,500.00	$ 3,790.00
Communication	$ 3,206.00	$ 4,125.00	$ 7,331.00
Office Supplies	$ 916.00	$ 1,125.00	$ 2,041.00
Travel/ Transportation (bus passes, etc.)	$ 1,832.00	$ 3,000.00	$ 4,832.00
Technology	$ 3,664.00	$ 3,000.00	$ 6,664.00
Direct Participant Support	$ 6,870.00	$ 6,287.99	$ 13,157.99
Program Ops (cleaning supplies, food, etc.)	$ 18,778.00	$ 15,000.00	$ 33,778.00
Training (CPR, Narcan, etc.)	$ 458.00	$ 1,875.00	$ 2,333.00
Shelter Furniture & Appliances	$ 3,664.00	$ 3,000.00	$ 6,664.00
		$ -	
SUBTOTAL	**$ 130,958.22**	**$ 103,412.99**	**$ 234,371.21**
REHOUSING SERVICES			
Renter Assistance	$ 7,786.00	$ 5,496.00	$ 13,282.00
One-Time Housing Costs	$ 2,290.00	$ 1,374.00	$ 3,664.00
Moving Costs	$ 687.00	$ 916.00	$ 1,603.00
		$ -	$ -
SUBTOTAL	**$ 10,763.00**	**$ 7,786.00**	**$ 18,549.00**
In-direct Costs (not to exceed 7%)	$ 36,949.36	29,480.01	$ 66,429.37
TOTAL PROGRAM COSTS	**$ 564,797.29**	**$ 450,623.00**	**$ 1,015,420.29**

City of SACRAMENTO

Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 10/27/2026 Expiration Date: 08/31/2027

Grant/Project Name: CoC HHAP Youth Funding, HHAP-4

Other Party: Sacramento LGBT Center - STEP Program

Original Not to Exceed Amount: $ 492,016.00

Assessor's Parcel Number(s):

Project Number: G23000100, G02000980 Bid/RFQ/RFP#:

Supplements/Addendums/Change Orders ☑

Adjusted Amount of this Change (+/-): $ 395,742.00 New Not to Exceed Amount: $ 887,758.00

Change In Scope: Yes

Original Contract Number: 2025-4770 Supplement Number: 03

Council Approval ☑

Original Meeting Date: 12/09/2025 Council File ID: 2025-01749

Supplement Meeting Date: 10/27/2026 Council File ID: 2026-01516

Processing Information

☐ Clerk's Office to Mail for Recording
☐ Return to Dept for Other Party Signature
☐ Real Estate
☐ Return to Dept for Recording
☐ Construction Related
☐ Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to $100K; $100K -$250K City Manager or Assistant City Manager; $250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed)

Sign

Sign Rodolfo Davidson Division Manager

Sign

Sign Jason Beckstrom (Sep 30, 2026 12:10:13 PDT) Support Services Manager

Sign

Rev. 01302026

CONTRACT #:	2025-4770-03	PROJECT:	G23000100
CONTRACT NAME:	CoC HHAP Youth Funding	NOT-TO-EXCEED AMOUNT:	$887,758
AGREEMENT TERM:	10/27/2026-08/31/2027	SOLICITATION:	P26231031001
AUTHORIZED RENEWALS:	2	LBE (Y/N):	N
DEPARTMENT/DIVISION:	Community Response/Homeless Services	COUNCIL FILE ID:	2026-01516

CITY OF SACRAMENTO

CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT

The City of Sacramento ("City") and Sacramento LGBT Center ("Grantee"), Homeless Housing, Assistance, and Prevention Program Grant Agreement designated as Agreement Number 2025-4770, including any and all prior supplemental agreements modifying the Agreement (the Agreement and all supplemental grant agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The Scope set forth in Attachment 2, Section XIV. Evaluation, is revised to read:

   At a minimum, the City will conduct quarterly monitoring of the Center which may include, but not limited to, evaluation of program operations, integrity of physical spaces, and engagement with Shelter guests. Outside of this monitoring, the City may at any time evaluate this program, which may include monitoring client files. The Center shall be given opportunities to participate in the evaluation process.

2. The term of the Agreement specified in Section 1 (Term) is extended through August 31, 2027, subject to early termination under Section 6.

3. Section 2 (Disbursement of Funds) is revised to read:

   The City shall disburse to the Grantee a total sum not to exceed $887,758 for use under this Agreement in accordance with section 4 below. The funds disbursed by the City under this agreement include HHAP-3, HHAP-4 and HHAP-5 funds, collectively referred to as "HHAP funds." In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, or for costs incurred after August 31, 2027. Upon expiration or termination of the Agreement, any unexpended funds received by Grantee shall be returned to the City within 90 days of expiration or termination.

4. The Agreement is amended to add the attached HHAP-4 Standard Agreement to Attachment 1. Grantee agrees to use all HHAP funds disbursed by the City in compliance with the conditions set forth in the HHAP Standard Agreements between the City and the State included as Attachment 1. The Grantee shall also comply with the applicable State requirements governing the use of HHAP funds. Failure to comply with these conditions may result in termination of this agreement.

5. Section 4(b) (Authorized Uses) is revised to read:

   The funds under the Agreement are provided to Grantee solely for eligible costs that it incurs between the effective date of this agreement and August 31, 2027. If Grantee receives a refund or credit for any costs for which it received a payment of HHAP funds, Grantee shall return HHAP funds in an amount equal to the refund or credit to the City by check payable to the City and delivered to the City at the address shown in section 7 (below) no later than 10 days following receipt of such refund or credit unless otherwise agreed to, in writing, by the City.

6. As of October 27, 2026, the revised Budget attached hereto as Attachment 9 supersedes the Budget set forth in Attachment 8.

7. The maximum not-to-exceed amount that is specified in the Grant Agreement for payment of Grantee's fees and expenses is **increased** by $395,742, and the Agreement's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	$401,916.00
Net change by previous amendments:	$90,100.00
Not-to-exceed amount prior to this amendment:	$492,016.00
Increase by this amendment:	$395,742.00
New not-to exceed amount including all amendments:	$887,758.00

8. Grantee agrees that the amount specified in section 6 above shall fully compensate Grantee under the Agreement, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Grantee in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Grantee.

9. Grantee warrants and represents that the person or persons executing this supplemental grant agreement on behalf of Grantee is duly authorized by Grantee to sign this supplemental grant agreement and bind Grantee to the terms hereof.

10. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Grantee shall perform as required under the Agreement, as modified by this supplemental grant agreement.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro , Director, DCR, City of Sacramento

Approved By:

David Heitstuman, Chief Executive Officer,
Sacramento LGBT Center, Contractor

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:

Audreyell Anderson-White, Senior Deputy
City Attorney

Attest:

City Clerk

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement
Contract for Funds

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1) Authority

The State of California has established the Homeless Housing, Assistance, and Prevention Program Round 4 ("HHAP-4" or "Program") pursuant to Chapter 6 (commencing with Health and Safety Code (HSC) section 50216) of Part 1 of Division 31 of the Health and Safety Code. (Amended by Stats. 2021, Ch. 111, Sec. 4. (AB 140) Effective July 19, 2021.)

The Program is administered by the California Interagency Council on Homelessness ("Cal ICH") in the Business, Consumer Services and Housing Agency ("Agency"). HHAP-4 provides flexible block grant funds to Continuums of Care, large cities (population of 300,000+) and counties to build on the regional coordination created through previous Cal ICH grant funding and support local jurisdictions in their unified regional responses to reduce and end homelessness.

This Standard Agreement/Contract for Funds along with all its exhibits ("Agreement") is entered into by Cal ICH and a Continuum of Care, a city, or a county ("Grantee") under the authority of, and in furtherance of the purpose of, the Program. In signing this Agreement and thereby accepting this award of funds, the Grantee agrees to comply with the terms and conditions of this Agreement, and the requirements appearing in the statutory authority for the Program cited above.

2) Purpose

The general purpose of the Program is to (1) reduce homelessness by expanding or developing local capacity to address immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing; and (2) continue to build on regional coordination developed through previous rounds of HHAP funding (Chapter 6 (commencing with HSC section 50216).

This funding shall:

a) Continue to build regional collaboration between continuums of care, counties, and cities in a given region, regardless of population, and ultimately be used to develop a unified regional response to homelessness.

b) Be paired strategically with other local, state, and federal funds provided to address homelessness in order to achieve maximum impact. Grantees of this funding are encouraged to reference Putting the Funding Pieces Together: Guide to Strategic Uses of New and Recent State and Federal Funds to Prevent and End Homelessness to assist in using funding strategically for their planning efforts in the delivery of services to people experiencing homelessness in the community.

c) Be deployed with the goal of reducing the number of people experiencing homelessness in a given region through investing in long-term solutions, such as permanent housing.

d) Include the State as an integral partner through the provision of technical assistance, sharing of best practices, and implementing an accountability framework to guide the structure of current and future state investments.

3) Definitions

The following HHAP-4 program terms are defined in accordance with Health and Safety Code section 50216, subdivisions (a) – (r):

a) "Agency" means the Business, Consumer Services, and Housing Agency.

b) "Applicant" means a Continuum of Care, city, county, or tribe.

c) "City" means a city or city and county that is legally incorporated to provide local government services to its population. A city can be organized either under the general laws of this state or under a charter adopted by the local voters.

d) "Continuum of Care" means the same as defined by the United States Department of Housing and Urban Development at Section 578.3 of Title 24 of the Code of Federal Regulations.

e) "Coordinated Entry System" means a centralized or coordinated process developed pursuant to Section 578.7 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019, designed to coordinate homelessness program participant intake, assessment, and provision of referrals. In order to satisfy this subdivision, a centralized or coordinated assessment system shall cover the geographic area, be easily accessed by individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool.

f) "Council" means the California Interagency Council on Homelessness, formerly known as the Homeless Coordinating and Financing Council created pursuant to Section 8257 of the Welfare and Institutions Code.

g) "Emergency shelter" has the same meaning as defined in subdivision (e) of Section 50801.

h) "Homeless" has the same meaning as defined in Section 578.3 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019.

i) "Homeless Management Information System" means the information system designated by a Continuum of Care to comply with federal reporting requirements as defined in Section 578.3 of Title 24 of the Code of Federal Regulations. The term "Homeless Management Information System" also includes the use of a comparable database by a victim services provider or legal services provider that is permitted by the federal government under Part 576 of Title 24 of the Code of Federal Regulations.

j) "Homeless point-in-time count" means the most recent point-in-time count that requires a sheltered and unsheltered count pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations completed by all applicants.

k) "Homeless youth" means an unaccompanied youth between 12 and 24 years of age, inclusive, who is experiencing homelessness, as defined in subsection (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)). "Homeless youth" includes unaccompanied youth who are pregnant or parenting.

l) "Housing First" has the same meaning as in Section 8255 of the Welfare and Institutions Code, including all of the core components listed therein.

m) "Jurisdiction" means a city, city that is also a county, county, or Continuum of Care, as defined in this section.

n) "Navigation center" means a Housing First, low-barrier, service-enriched shelter focused on moving homeless individuals and families into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

o) "Program" means the Homeless Housing, Assistance, and Prevention program established pursuant to this chapter.

1) "Round 1" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2019.

2) "Round 2" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2020.

3) "Round 3" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2021.

4) "Round 4" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2022.

p) "Program allocation" means the portion of program funds available to expand or develop local capacity to address immediate homelessness challenges.

q) "Recipient" means a jurisdiction that receives funds from the Cal ICH for the purposes of the program.

r) "Tribe" or "tribal applicant" means a federally recognized tribal government pursuant to Section 4103 of Title 25 of the United States Code.

Additional definitions for the purposes of the HHAP-4 program:

"Obligate" means that the Grantee has placed orders, awarded contracts, received services, or entered into similar transactions that require payment using HHAP-4 funding. Grantees, and the subrecipients who receive awards from those Grantees, must obligate the funds by the statutory deadlines set forth in this Exhibit A.

"Expended" means all HHAP-4 funds obligated under contract or subcontract have been fully paid and receipted, and no invoices remain outstanding.

4) Scope of Work

The Scope of Work ("Work") for this Agreement shall include uses that are consistent with Health and Safety Code section 50218.7, subdivision (e), and section 50220.8, subdivisions (e), (f), and (g), and any other applicable laws.

The Grantee shall expend funds on evidence-based programs serving people experiencing homelessness among eligible populations, including any of the following eligible uses:

a) Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees.

b) Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.

c) Street outreach to assist persons experiencing homelessness to access permanent housing and services.

d) Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.

e) Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.

f) Delivery of permanent housing and innovative housing solutions, such as hotel and motel conversions.

g) Prevention and shelter diversion to permanent housing, including rental subsidies.

h) Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:

i) The number of available shelter beds in the city, county, or region served by a Continuum of Care.

ii) The number of people experiencing unsheltered homelessness in the homeless point-in-time count.

iii) Shelter vacancy rate in the summer and winter months.

iv) Percentage of exits from emergency shelters to permanent housing solutions.

v) A plan to connect residents to permanent housing.

vi) Any new interim sheltering funded by HHAP-4 funds must be low barrier, comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code, and prioritize interventions other than congregate shelters.

i) Improvements to existing emergency shelters to lower barriers and increase privacy.

In addition to the eligible uses described above, the Grantee's expenditure of its entire HHAP-4 allocation must also comply with the following:

a) At least 10 percent of the funds shall be spent on services for homeless youth populations.

b) Not more than 7 percent of funds may be used for administrative costs incurred by the city, county, or continuum of care to administer its program allocation. For purposes of this Agreement, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.

5) Cal ICH Contract Coordinator

The Cal ICH's Contract Coordinator for this Agreement is the Council's Grant Director or the Grant Director's designee. Unless otherwise instructed, any notice, report, or other communication requiring an original Grantee signature for this Agreement shall be mailed to the Cal ICH Contract Coordinator. If there are opportunities to send information electronically, Grantee will be notified via email by the Council's Grant Director or the Grant Director's designee.

The Representatives during the term of this Agreement will be:

	PROGRAM	GRANTEE
ENTITY:	Business Consumer Services and Housing Agency	City of Sacramento
SECTION/UNIT:	California Interagency Council on Homelessness (Cal ICH)	
ADDRESS:	500 Capitol Mall Suite 1850 Sacramento, CA, 95814	915 I Street Sacramento, CA 95814
CONTRACT COORDINATOR	Jeannie McKendry	Denise Malvetti
PHONE NUMBER:	(916) 510-9446	(916) 808-7064
EMAIL ADDRESS:	Jeannie.McKendry@bcsh.ca.gov	dmalvetti@cityofsacramento.org

All requests to update the Grantee information listed within this Agreement shall be emailed to the Cal ICH Grants Division general email box at calichgrants@bcsh.ca.gov. The Council reserves the right to change their representative and/or contact information at any time with notice to the Grantee.

6) Effective Date, Term of Agreement, and Deadlines

a) This Agreement is effective upon approval by Cal ICH (indicated by the signature provided by Cal ICH in the lower left section of page one, Standard Agreement, STD. 213), when signed by all parties. Funds will be disbursed in accordance with Section 3 of Exhibit B.

b) This Agreement shall terminate on December 31, 2027.

c) A grantee shall contractually obligate no less than 75 percent and shall expend no less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025. Upon demonstration by a grantee that it has complied with this requirement and remains on track to meet its outcome goals, as determined by the council pursuant to Health and Safety Code section 50223, the council shall disburse to that recipient the remaining 50 percent of its total HHAP-4 allocation pursuant to Health and Safety Code section 50218.7(a).

i) Grantee will demonstrate compliance with these requirements by completing the certification documentation in the form and manner provided by the council.

d) If a grantee has obligated less than 75 percent or expended less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025, the grantee shall not contractually obligate or expend any remaining portion of its round 4 initial program allocation, and the council shall not allocate to the recipient the remaining 50 percent of its total allocation, unless both of the following occur:

i) On or before June 30, 2025, the grantee submits an alternative disbursement plan to Cal ICH that includes an explanation for the delay.

ii) Cal ICH approves the alternative disbursement plan.

If Cal ICH cannot approve an alternative disbursement plan, Cal ICH will provide the grantee with guidance on the revisions needed in order to approve the alternative disbursement plan.

If the funds identified in the approved alternative disbursement plan are not fully expended by December 31, 2026, the funds shall be returned to the Cal ICH to be allocated as bonus awards.

e) Grantees that do not meet the final expenditure deadlines in Health and Safety Code section 50220.8(k) shall not be eligible for bonus funding.

f) All HHAP-4 funds shall be expended by June 30, 2027.

g) In accordance with Health and Safety Code section 50220.8, subdivision (k), Cal ICH retains the right to require a corrective action plan of grantees that are not on track to fully expend funds by the statutorily required deadline.

h) Any funds not expended by June 30, 2027, including bonus funds, shall revert to and be paid and deposited in, the General Fund pursuant to Health and Safety Code section 50220.8(p).

i) The council may request additional information from applicants, as needed, to meet other applicable reporting or audit requirements.

j) **Bonus Funds:** Health and Safety Code section 50220.8 mandates the following, regarding a recipient's eligibility for Bonus Funding:

i) Recipients that do not meet the obligation requirements laid out in Health and Safety Code section 50220.8(k) shall not be eligible for bonus funding;

ii) Recipients shall demonstrate no later than June 30, 2025, whether they have successfully met their outcome goals; and

iii) Jurisdictions that have not met their outcome goals shall not be eligible for bonus funding and shall accept technical assistance from council staff. In addition, jurisdictions that have not met their outcome goals may also be required to limit allowable uses of program funds, as determined by the Council.

iv) If recipient receives bonus funding, the bonus funds will be distributed as an amendment to this contract. No additional contract will be executed.

7) Special Conditions

Cal ICH reserves the right to add any special conditions to this Agreement it deems necessary to ensure that the goals of the Program are achieved.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT B

BUDGET DETAIL and DISBURSEMENT PROVISIONS

1) Budget Detail & Changes

The Grantee agrees that HHAP-4 funds shall be expended on uses that support regional coordination and expand or develop local capacity to address immediate homelessness challenges. Such activities must be informed by a best-practices framework focused on moving people experiencing homelessness into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The Grantee shall expend the HHAP-4 funds on eligible activities as detailed in Health and Safety Code section 50218.7(e) and section 50220.8, subdivisions (e), and (f).

2) General Conditions Prior to Disbursement

All Grantees must submit the following forms prior to HHAP-4 funds being released:

- Request for Funds Form ("RFF")
- STD 213 Standard Agreement form and initialed Exhibits A through F
- STD 204 Payee Data Record or Government Agency Taxpayer ID Form

3) Disbursement of Funds

Initial Disbursement
Fifty percent of a grantee's HHAP-4 funds will be disbursed to the Grantee upon receipt, review and approval of the completed Standard Agreement and RFF by Cal ICH, the Department of General Services (DGS) and the State Controller's Office (SCO).

The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. The Initial disbursement of HHAP-4 funds will be disbursed in one allocation via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

Remainder Disbursement

a) Cal ICH will disburse the remaining fifty percent of HHAP-4 funds upon demonstration by a Grantee that it has complied with the requirement to contractually obligate and expend a minimum amount of its round 4 program allocation, as described below, and remains on track to meet its outcome goals, as determined by the council pursuant to Section 50223.

i) A grantee shall contractually obligate no less than 75 percent and shall expend no less than 50 percent of their initial (50 percent) HHAP-4 disbursement by May 31, 2025. Upon demonstration by a grantee that it has complied with this requirement and remains on track to meet its outcome goals, as determined by the council pursuant to Health and Safety Code section 50223, the council shall disburse to that recipient the remaining 50 percent of its total HHAP-4 allocation pursuant to Health and Safety Code section 50218.7(a).

b) If a grantee has obligated less than 75 percent or expended less than 50 percent of their initial disbursement by May 31, 2025, the grantee shall not contractually obligate or expend any remaining portion of its round 4 initial program allocation, and the council shall not allocate to the recipient the remaining 50 percent of its total allocation, unless both of the following occur:

i) On or before June 30, 2025, the grantee submits an alternative disbursement plan to Cal ICH that includes an explanation for the delay.

ii) Cal ICH approves the alternative disbursement plan. If Cal ICH cannot approve an alternative disbursement plan, Cal ICH will provide the grantee with guidance on the revisions needed in order to approve the alternative disbursement plan.

4) If a Grantee is not on track to meet outcome goals, grantee must agree to receive TA from Cal ICH to get back on track with the outcome goals before the Council allocates the remaining 50 percent of a recipient's allocation.

Bonus Funds Disbursement

If a Grantee qualifies for Bonus Funds pursuant to the requirements laid out in Health and Safety Code section 50220.7, Cal ICH will determine the amount of Bonus Funds the Grantee is eligible for and will disburse these Bonus Funds to the Grantee upon receipt, review and approval of the completed Amended Standard Agreement and RFF by Cal ICH, the Department of General Services (DGS) and the State Controller's Office (SCO).

The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. The Bonus Funds disbursement of

HHAP-4 funds will be allocated in one disbursement via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

5) Expenditure of Funds

All HHAP-4 funds must be spent in accordance with Health and Safety Code section 50218.7(e) and section 50220.8, subdivisions (e), and (f), and as described in Exhibit A, Section 4 "Scope of Work".

6) Ineligible Costs

a) HHAP-4 funds shall not be used for costs associated with activities in violation of any law or for any activities not consistent with the intent of the Program and the eligible uses identified in Health and Safety Code section 50220.8, subdivisions (e), (f), and (g).

b) Cal ICH reserves the right to request additional clarifying information to determine the reasonableness and eligibility of all uses of the funds made available by this Agreement. If the Grantee or its funded subrecipients use HHAP-4 funds to pay for ineligible activities, the Grantee shall be required to reimburse these funds to Cal ICH.

c) An expenditure which is not authorized by this Agreement, or by written approval of the Grant Manager or his/her designee, or which cannot be adequately documented, shall be disallowed and must be reimbursed to Cal ICH by the Grantee.

Cal ICH, at its sole and absolute discretion, shall make the final determination regarding the allowability of HHAP-4 fund expenditures.

d) Program funds shall not be used to supplant existing local funds for homeless housing, assistance, or prevention. HHAP funds cannot replace local funds that are committed to an existing or developing homeless assistance program. However, if funds previously supporting a service or project end or are reduced for reasons beyond the control of the grantee and services or housing capacity will be lost as a result of these funds ending, HHAP funds may be used to maintain the service or program. Examples include, but are not limited to, a time-limited city and/or county tax or one-time block grant, such as HEAP.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT C

GENERAL TERMS AND CONDITIONS

1) Termination and Sufficiency of Funds

a) Termination of Agreement

Cal ICH may terminate this Agreement at any time for cause by giving a minimum of 14 days' notice of termination, in writing, to the Grantee. Cause shall consist of violations of any conditions of this Agreement, any breach of contract as described in paragraph 6 of this Exhibit C; violation of any federal or state laws; or withdrawal of Cal ICH's expenditure authority. Upon termination of this Agreement, unless otherwise approved in writing by Cal ICH, any unexpended funds received by the Grantee shall be returned to Cal ICH within 30 days of Cal ICH's notice of termination.

b) Sufficiency of Funds

This Agreement is valid and enforceable only if sufficient funds are made available to Cal ICH by legislative appropriation. In addition, this Agreement is subject to any additional restrictions, limitations or conditions, or statutes, regulations or any other laws, whether federal or those of the State of California, or of any agency, department, or any political subdivision of the federal or State of California governments, which may affect the provisions, terms or funding of this Agreement in any manner.

2) Transfers

Grantee may not transfer or assign by subcontract or novation, or by any other means, the rights, duties, or performance of this Agreement or any part thereof, except as allowed within Exhibit C Section 12 (Special Conditions – Grantees/Sub Grantee) or with the prior written approval of Cal ICH and a formal amendment to this Agreement to affect such subcontract or novation.

3) Grantee's Application for Funds

Grantee has submitted to Cal ICH an application for HHAP-4 funds to support regional coordination and expand or develop local capacity to address its immediate homelessness challenges. Cal ICH is entering into this Agreement on the basis of Grantee's facts, information, assertions and representations contained in that application. Any subsequent modifications to the original funding plans submitted within the original application must be requested through the formal HHAP Budget Modification Request Process and are subject to approval by Cal ICH.

Grantee warrants that all information, facts, assertions and representations contained in the application and approved modifications and additions thereto are true, correct, and complete to the best of Grantee's knowledge. In the event that any part of the application and any approved modification and addition thereto is untrue, incorrect, incomplete, or misleading in such a manner that would substantially affect Cal ICH approval, disbursement, or monitoring of the funding and the grants or activities governed by this Agreement, then Cal ICH may declare a breach of this Agreement and take such action or pursue such remedies as are legally available.

4) Reporting/Audits

a) Annual Reports

By January 1, 2024, and annually on that date thereafter until all funds have been expended, the Grantee shall submit an annual report to Cal ICH in a format provided by Cal ICH. Annual Reports will include a request for data on expenditures and people served with HHAP-4 funding, details on specific projects selected for the use of HHAP-4 funding, and data regarding the progress towards outcome goals. If the Grantee fails to provide such documentation, Cal ICH may recapture any portion of the amount authorized by this Agreement with a 14-day written notification. No later than October 1, 2027, the Grantee shall submit a final report, in a format provided by Cal ICH, as well as a detailed explanation of all uses of the Program funds.

b) Quarterly Expenditure Reports

In addition to the annual reports, Cal ICH requires the Grantee to submit quarterly expenditure reports due no later than 30 days following the end of each fiscal quarter. Grantee shall submit a report to Cal ICH on a form and method provided by Cal ICH that includes the ongoing tracking of the specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds, as well as any additional information Cal ICH deems appropriate or necessary. If the Grantee fails to provide such documentation, Cal ICH may recapture any portion of the amount authorized by this Agreement with a 14-day written notification.

c) Reporting Requirements

i) Annual Report: The annual report shall contain detailed information in accordance with Health and Safety Code section 50223, subdivision (a). This information includes the following, as well as any additional information deemed appropriate or necessary by Cal ICH:

(1) Data collection shall include, but not be limited to, information regarding individuals and families served, including demographic information, information regarding partnerships among entities or lack thereof, and participant and regional outcomes.

(2) The performance monitoring and accountability framework shall include clear metrics, which may include, but are not limited to, the following:

(a) The number of individual exits to permanent housing, as defined by the United States Department of Housing and Urban Development, from unsheltered environments and interim housing resulting from this funding.

(b) Racial equity, as defined by the council in consultation with representatives of state and local agencies, service providers, the Legislature, and other stakeholders.

(c) Any other metrics deemed appropriate by the council and developed in coordination with representatives of state and local agencies, advocates, service providers, and the Legislature.

(3) Data collection and reporting requirements shall support the efficient and effective administration of the program and enable the monitoring of jurisdiction performance and program outcomes.

Data shall include progress towards meeting the grantee's outcome goals. If significant progress toward outcome goals has not been made, the applicant shall:

(a) Submit a description of barriers and possible solutions to meet those barriers

(b) Accept technical assistance from Cal ICH

(c) Include the progress towards outcome goals in all subsequent quarterly reports, until significant progress is made as deemed by Cal ICH

ii) Expenditure Report: The expenditure report shall contain data on expenditures of HHAP-4 funding including but not limited to obligated funds, expended funds, and other funds derived from HHAP-4 funding.

iii) Final Expenditure Plan: During the final fiscal year of reporting, grantees may be required to include a plan to fully expend HHAP-4 grant funding. This plan must be submitted with the quarterly expenditure report in a format to be provided by Cal ICH.

iv) Grantees or their subcontractors must report client data into their local Homeless Management Information Systems (HMIS) pursuant to the requirements of Assembly Bill (AB) 977 (Chapter 397, Statutes of 2021)

v) Cal ICH may require additional supplemental reporting with written notice to the Grantee.

vi) Grantee may, at their discretion, fully expend their HHAP-4 allocation prior to the end date of the grant term and will not be required to submit quarterly fiscal reports after the quarter in which their allocation was fully expended.

d) Auditing

Cal ICH reserves the right to perform or cause to be performed a financial audit. At Cal ICH request, the Grantee shall provide, at its own expense, a financial audit prepared by a certified public accountant. HHAP-4 administrative funds may be used to fund this expense. Should an audit be required, the Grantee shall adhere to the following conditions:

i) The audit shall be performed by an independent certified public accountant.

ii) The Grantee shall notify Cal ICH of the auditor's name and address immediately after the selection has been made. The contract for the audit shall allow access by Cal ICH to the independent auditor's working papers.

iii) The Grantee is responsible for the completion of audits and all costs of preparing audits.

iv) If there are audit findings, the Grantee must submit a detailed response acceptable to Cal ICH for each audit finding within 90 days from the date of the audit finding report.

5) <u>Inspection and Retention of Records</u>

a) Record Inspection

Cal ICH or its designee shall have the right to review, obtain, and copy all records and supporting documentation pertaining to performance under this Agreement. The Grantee agrees to provide Cal ICH, or its designee, with any relevant information requested. The Grantee agrees to give Cal ICH or its designee access to its premises, upon reasonable notice and during normal business hours, for the purpose of interviewing employees who might reasonably have information related to such records, and of inspecting and copying such books, records, accounts, and other materials that may be relevant to an investigation of compliance with the Homeless Housing, Assistance, and

Prevention Program laws, the HHAP-4 program guidance document published on the website, and this Agreement.

In accordance with Health and Safety Code section 50220.8, subdivision (m), if upon inspection of records Cal ICH identifies noncompliance with grant requirements, Cal ICH retains the right to impose a corrective action plan on the Grantee.

b) Record Retention

The Grantee further agrees to retain all records described in subparagraph a for a minimum period of five (5) years after the termination of this Agreement.

If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been commenced before the expiration of the required record retention period, all records must be retained until completion of the action and resolution of all issues which arise from it.

c) Public Records Act

The grantees' final HHAP-4 application, this contract, and other documents related to the grant are considered public records, which are available for public viewing pursuant to the California Public Records Act.

6) Breach and Remedies

a) Breach of Agreement
Breach of this Agreement includes, but is not limited to, the following events:

i) Grantee's failure to comply with the terms or conditions of this Agreement.

ii) Use of, or permitting the use of, HHAP-4 funds provided under this Agreement for any ineligible activities.

iii) Any failure to comply with the deadlines set forth in this Agreement.

b) Remedies for Breach of Agreement
In addition to any other remedies that may be available to Cal ICH in law or equity for breach of this Agreement, Cal ICH may:

i) Bar the Grantee from applying for future HHAP funds;

ii) Revoke any other existing HHAP-4 award(s) to the Grantee;

iii) Require the return of any unexpended HHAP-4 funds disbursed under this Agreement;

iv) Require repayment of HHAP-4 funds disbursed and expended under this Agreement;

v) Require the immediate return to Cal ICH of all funds derived from the use of HHAP-4 funds

vi) Seek, in a court of competent jurisdiction, an order for specific performance of the defaulted obligation or participation in the technical assistance in accordance with HHAP-4 requirements.

c) All remedies available to Cal ICH are cumulative and not exclusive.

d) Cal ICH may give written notice to the Grantee to cure the breach or violation within a period of not less than 15 days.

7) Waivers

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of Cal ICH to enforce at any time the provisions of this Agreement, or to require at any time, performance by the Grantee of these provisions, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of Cal ICH to enforce these provisions.

8) Nondiscrimination

During the performance of this Agreement, Grantee and its subrecipients shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, gender identity, gender expression, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), genetic information, marital status, military and veteran status, and denial of medical and family care leave or pregnancy disability leave. Grantees and Sub grantees shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subrecipients shall comply with the provisions of California's laws against discriminatory practices relating to specific groups: the California Fair Employment and Housing Act (FEHA) (Gov. Code, § 12900 et seq.); the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.); and the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code, §§ 11135 - 11139.5). Grantee and its subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

9) Conflict of Interest

All Grantees are subject to state and federal conflict of interest laws. For instance, Health and Safety Code section 50220.5, subdivision (i) states, "For purposes of Section 1090 of the Government Code, a representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county."

Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Additional applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411.

a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent Grantee with any State agency to provide goods or services.

b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.

c) Employees of the Grantee: Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the Political Reform Act of 1974 (Gov. Code, § 81000 et seq.).

d) Representatives of a County: A representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board,

committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county.

10) Drug-Free Workplace Certification

Certification of Compliance: By signing this Agreement, Grantee hereby certifies, under penalty of perjury under the laws of State of California, that it and its subrecipients will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, section 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:

Publish a statement notifying employees and subrecipients that unlawful manufacture distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, Grantees, or subrecipients for violations, as required by Government Code section 8355, subdivision (a)(1).

a) Establish a Drug-Free Awareness Program, as required by Government Code section 8355, subdivision (a)(2) to inform employees, Grantees, or subrecipients about all of the following:

i) The dangers of drug abuse in the workplace;

ii) Grantee's policy of maintaining a drug-free workplace;

iii) Any available counseling, rehabilitation, and employee assistance program; and

iv) Penalties that may be imposed upon employees, Grantees, and subrecipients for drug abuse violations.

b) Provide, as required by Government Code section 8355, subdivision (a)(3), that every employee and/or subrecipient that works under this Agreement:

i) Will receive a copy of Grantee's drug-free policy statement, and

ii) Will agree to abide by terms of Grantee's condition of employment or subcontract.

11) Child Support Compliance Act

For any Contract Agreement in excess of $100,000, the Grantee acknowledges in accordance with Public Contract Code 7110, that:

a) The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b) The Grantee, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

12) Special Conditions – Grantees/Subgrantee

The Grantee agrees to comply with all conditions of this Agreement including the Special Conditions set forth in Exhibit D. These conditions shall be met to the satisfaction of Cal ICH prior to disbursement of funds. The Grantee shall ensure that all Subgrantees are made aware of and agree to comply with all the conditions of this Agreement and the applicable State requirements governing the use of HHAP-4 funds. Failure to comply with these conditions may result in termination of this Agreement.

a) The Agreement between the Grantee and any Subgrantee shall require the Grantee and its Subgrantees, if any, to:

i) Perform the work in accordance with Federal, State and Local housing and building codes, as applicable.

ii) Maintain at least the minimum State-required worker's compensation for those employees who will perform the work or any part of it.

iii) Maintain, as required by law, unemployment insurance, disability insurance, and liability insurance in an amount that is reasonable to compensate any person, firm or corporation who may be injured or damaged by the Grantee or any Subgrantee in performing the Work or any part of it.

iv) Agree to include all the terms of this Agreement in each subcontract.

13) Compliance with State and Federal Laws, Rules, Guidelines and Regulations

The Grantee agrees to comply with all state and federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, environmental protection, equal opportunity, fair housing, and all other matters applicable and/or related to the HHAP-4 program, the Grantee, its subrecipients, and all eligible activities.

Grantee shall also be responsible for obtaining any and all permits, licenses, and approvals required for performing any activities under this Agreement, including those necessary to perform design, construction, or operation and maintenance of the activities. Grantee shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental protection, procurement, and safety laws, rules, regulations, and ordinances. Grantee shall provide copies of permits and approvals to Cal ICH upon request.

14) Inspections

a) Grantee shall inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

b) Cal ICH reserves the right to inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

c) Grantee agrees to require that all work that is determined based on such inspections not to conform to the applicable requirements be corrected and to withhold payments to the subrecipient until it is corrected.

15) Litigation

a) If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of Cal ICH, shall not affect any other provisions of this Agreement and the Initial of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are and shall be deemed severable.

b) The Grantee shall notify Cal ICH immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement or Cal ICH, and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of Cal ICH.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)
Standard Agreement

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

1) All proceeds from any interest-bearing account established by the Grantee for the deposit of HHAP-4 funds, along with any interest-bearing accounts opened by subrecipients to the Grantee for the deposit of HHAP-4 funds, must be used for HHAP-4-eligible activities and reported on as required by Cal ICH.

2) Per Health and Safety Code section 50220.8 (g), any housing-related activities funded with HHAP-4 funds, including but not limited to emergency shelter (per Health and Safety Code section 50220.8(e)(8)(F)), rapid-rehousing, rental assistance, transitional housing and permanent supportive housing, must be in compliance or otherwise aligned with the core components of Housing First, as described in Welfare and Institutions Code section 8255, subdivision (b). Individuals and families assisted with these funds must not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used. In addition, HHAP-4 funding shall be used to adopt a Housing First approach within the entire local homelessness response system, including outreach and emergency shelter, short-term interventions like rapid re-housing, and longer-term interventions like supportive housing.

3) Grantee shall utilize its local Homeless Management Information System (HMIS) to track HHAP-4-funded projects, services, and clients served. Grantee will ensure that HMIS data are collected in accordance with applicable laws and in such a way as to identify individual projects, services, and clients that are supported by HHAP-4 funding (e.g., by creating appropriate HHAP-4-specific funding sources and project codes in HMIS).

4) Grantee shall participate in and provide data elements, including, but not limited to, health information, in a manner consistent with federal law, to the statewide Homeless Management Information System (known as the Homeless Data Integration System or "HDIS"), in accordance with their existing Data Use Agreement entered into with the Council, if any, and as required by Health and Safety Code section 50220.6 and Welfare and Institutions Code section 8256. Any health information provided to, or maintained within, the statewide Homeless Management Information System shall not be subject to public inspection or disclosure under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code). For purposes of this paragraph, "health information" means "protected health information," as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical

information," as defined in subdivision (j) of Section 56.05 of the Civil Code. The Council may, as required by operational necessity, amend or modify required data elements, disclosure formats, or disclosure frequency. Additionally, the Council, at its discretion, may provide Grantee with aggregate reports and analytics of the data Grantee submits to HDIS in support of the Purpose of this Agreement and the existing Data Use Agreement.

5) Grantee agrees to accept technical assistance as directed by Cal ICH or by a contracted technical assistance provider acting on behalf of Cal ICH and report to Cal ICH on programmatic changes the grantee will make as a result of the technical assistance and in support of their grant goals.

6) Grantee agrees to demonstrate a commitment to racial equity and, per Health and Safety Code section 50222 (a)(2)(B), the grantee shall use data provided through HDIS to analyze racial disproportionality in homeless populations and, in partnership with Cal ICH, establish clear metrics and performance monitoring for achieving equity in provision of services and outcomes for Black, Native, and Indigenous, Latinx, Asian, Pacific Islanders and other People of Color who are disproportionately impacted by homelessness and COVID-19.

7) Grantee should establish a mechanism for people with lived experience of homelessness to have meaningful and purposeful opportunities to inform and shape all levels of planning and implementation, including through opportunities to hire people with lived experience.

Homeless Housing, Assistance, and Prevention Program Round 4 (HHAP-4)

Standard Agreement

EXHIBIT E

STATE OF CALIFORNIA GENERAL TERMS AND CONDITIONS

This exhibit is incorporated by reference and made part of this agreement. The General Terms and Conditions (GTC 04/2017) can be viewed at the following link:

https://www.dgs.ca.gov/-/media/Divisions/OLS/Resources/GTC-April-2017-FINALapril2017.pdf?la=en&hash=3A64979F777D5B9D35309433EE81969FD69052D2

In the interpretation of this Agreement, any inconsistencies between the State of California General Terms and Conditions (GTC - 04/2017) and the terms of this Agreement and its exhibits/attachments shall be resolved in favor of this Agreement and its exhibits/attachments.

Attachment 9 - Budget

STEP - Short Term Emergency-Housing Program

Component	Current Budget	Supplement #3	New Budget
STAFFING			
Director of Housing Services (.50 FTE)	$ 34,036.20	$ 28,644.30	$ 62,680.50
Housing Manager (.50 FTE)	$ 32,266.69	$ 27,418.56	$ 59,685.25
Housing Advocate (3.5 FTE)	$ 128,247.00	$ 153,600.04	$ 281,847.04
Facilities Coordinator & Custodian (.15 FTE)	$ 7,279.00	$ 6,218.32	$ 13,497.32
Chief Program Officer (.10 FTE)	$ 14,496.22		$ 14,496.22
Grants & Program Sustainability (.05 FTE)	$ 3,416.00		$ 3,416.00
Data Manager (.10 FTE)	$ 7,251.00		$ 7,251.00
Grant Finance Director (.10 FTE)	$ 9,246.43		$ 9,246.43
Benefits (15% of Staffing Salaries)	$ 51,061.46	$ 31,388.25	$ 82,449.71
SUBTOTAL	**$ 287,300.00**	**$ 247,269.47**	$ 534,569.47
OPERATIONS			$ -
Occupancy-Shelter Facility	$ 115,500.00	$ 94,500.00	$ 210,000.00
Occupancy - Headquarters	$ 3,009.00		$ 3,009.00
Facility Maintneance	$ 11,704.00	$ 2,400.00	$ 14,104.00
Communication	$ 1,646.00		$ 1,646.00
Office Supplies	$ 360.00		$ 360.00
Travel/Transportation	$ 237.00		$ 237.00
Technology	$ 9,604.00		$ 9,604.00
Program Supplies	$ 440.00		$ 440.00
Direct Participant Support	$ 30,028.00	$ 23,871.53	$ 53,899.53
			$ -
SUBTOTAL	**$ 172,528.00**	**$ 120,771.53**	$ 293,299.53
In-direct Costs (not to exceed 7%)	$ 32,188.00	$ 27,701.00	$ 59,889.00
TOTAL	**$ 492,016.00**	**$ 395,742.00**	**$ 887,758.00**

City of SACRAMENTO

Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Community Response Department

Contract Coordinator: Shannon Cooper Email: scooper@cityofsacramento.org

Effective Date: 10/27/2026 Expiration Date: 08/31/2027

Grant/Project Name: Homeless Emergency Aid Program

Other Party: Sacramento LGBT Center - TLP Program

Original Not to Exceed Amount: $ 77,527.00

Assessor's Parcel Number(s):

Project Number: G02000980 Bid/RFQ/RFP#:

Supplements/Addendums/Change Orders ☑

Adjusted Amount of this Change (+/-): $ 60,815.00 New Not to Exceed Amount: $ 138,342.00

Change In Scope: Yes

Original Contract Number: 2025-4766 Supplement Number: 03

Council Approval ☑

Original Meeting Date: 12/09/2025 Council File ID: 2025-01749

Supplement Meeting Date: 10/27/2026 Council File ID: 2026-01516

Processing Information

- ☐ Clerk's Office to Mail for Recording
- ☐ Return to Dept for Other Party Signature
- ☐ Real Estate
- ☐ Return to Dept for Recording
- ☐ Construction Related
- ☐ Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to $100K; $100K -$250K City Manager or Assistant City Manager; $250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed)

Sign

Sign Rodolfo Davidson Division Manager

Sign

Sign Jason Beckstrom (Sep 30, 2026 14:27:19 PDT) Support Services Manager

Sign

Rev. 01302026

CONTRACT #:	2025-4766-03	PROJECT:	G23000100
CONTRACT NAME:	CoC HHAP Youth Funding	NOT-TO-EXCEED AMOUNT:	$138,342 1
AGREEMENT TERM:	10/272026-08/31/2027	SOLICITATION:	P26231031001
AUTHORIZED RENEWALS:	2	LBE (Y/N):	N
DEPARTMENT/DIVISION:	Community Response/Homeless Services	COUNCIL FILE ID:	2026-01516

CITY OF SACRAMENTO

CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT

The City of Sacramento ("City") and Sac LGBT Center ("Grantee"), Homeless Housing, Assistance, and Prevention Program Grant Agreement designated as Agreement Number 2025-4766, including any and all prior supplemental agreements modifying the Agreement (the Agreement and all supplemental grant agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The Scope set forth in Attachment 2, Section XIV. Evaluation, is revised to read:

   At a minimum, the City will conduct quarterly monitoring of the Center TLP location which may include, but not limited to, evaluation of program operations, integrity of physical spaces, and engagement with Shelter guests. Outside of this monitoring, the City may at any time evaluate this program, which may include monitoring client files. Contractor shall be given opportunities to participate in the evaluation process.

2. The term of the Agreement specified in Section 1 (Term) is extended through August 31, 2027, subject to early termination under Section 6.

3. Section 2 (Disbursement of Funds) is revised to read:

   The City shall disburse to the Grantee a total sum not to exceed $138,342 for use under this Agreement in accordance with section 4 below. The funds disbursed by the City under this agreement include HHAP-3, HHAP-5, (collectively referred to as "HHAP funds") and Homeless Emergency Aid Program (HEAP) funds. In no instance will the City be liable for any payments or costs in excess of this amount, for any unauthorized or ineligible costs, or for costs incurred after August 31, 2027. Upon expiration or termination of the Agreement, any unexpended funds received by Grantee shall be returned to the City within 90 days of expiration or termination.

4. Section 4(b) (Authorized Uses) is revised to read:

   The funds under the Agreement are provided to Grantee solely for eligible costs that it incurs between the effective date of this agreement and August 31, 2027. If Grantee receives a refund or credit for any costs for which it received a payment of HHAP funds, Grantee shall return HHAP funds in an amount equal to the refund or credit to the City by check payable to the City and delivered to the City at the address shown in section 7 (below) no later than 10 days following receipt of such refund or credit unless otherwise agreed to, in writing, by the City.

5. As of October 27, 2026, the revised Budget attached hereto as Attachment 9 supersedes the Budget set forth in Attachment 8.

6. The maximum not-to-exceed amount that is specified in the Grant Agreement for payment of Grantee's fees and expenses is **increased** by $60,815, and the Agreement's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	$60,484.00
Net change by previous amendments:	$17,043.00
Not-to-exceed amount prior to this amendment:	$77,527.00
Increase by this amendment:	$60,815.00
New not-to exceed amount including all amendments:	$138,342.00

7. Grantee agrees that the amount specified in section 6 above shall fully compensate Grantee under the Agreement, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Grantee in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Grantee.

8. Grantee warrants and represents that the person or persons executing this supplemental grant agreement on behalf of Grantee is duly authorized by Grantee to sign this supplemental grant agreement and bind Grantee to the terms hereof.

9. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Grantee shall perform as required under the Agreement, as modified by this supplemental grant agreement.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Brian Pedro , Director, DCR, City of Sacramento

Approved By:

David Heitstuman, Chief Executive Officer,
Sacramento LGBT Center, Contractor

Approved By:

Ryan Moore, Assistant City Manager, City of Sacramento

Approved As To Form By:

Audreyell Anderson-White, Senior Deputy
City Attorney

Attest:

City Clerk

Attachment 9 - Budget TLP

COMPONENT	Current Budget	Supplement #3	New Budget
STAFFING			
Director of Housing Services (.20 FTE)		$ 10,184.64	$ 10,184.64
Facilities Coordinator & Custodian (.15 FTE)	$ 8,307.00	$ 2,072.77	$ 10,379.77
Chief Program Officer (.05 FTE)	$ 8,333.00	$ 11,537.29	$ 19,870.29
Grants & Program Sustainability Manager (.05 FTE)	$ 3,581.00	$ 5,748.87	$ 9,329.87
Data Manager (.10 FTE)	$ 7,251.00	$ 2,966.29	$ 10,217.29
Grant Finance Director (.10 FTE)	$ 9,546.00	$ 3,890.85	$ 13,436.85
Benefits (25% of Staffing Salaries)	$ 10,356.00	$ 9,756.19	$ 20,112.19
SUBTOTAL	**$ 47,374.00**	**$ 46,156.90**	**$ 93,530.90**
OPERATIONS			$ -
Occupancy - Shelter Facility	$ 9,000.00		$ 9,000.00
Occupancy - Headquarters	$ 1,722.00	$ 2,160.00	$ 3,882.00
Facility Maibntenance	$ 7,080.00	$ 1,200.00	$ 8,280.00
Direct Participant Support	$ 7,280.00	$ 7,041.05	$ 14,321.05
SUBTOTAL	**$ 25,082.00**	**$ 10,401.05**	**$ 35,483.05**
In-direct Costs (not to exceed 7%)	$ 5,071.00	$ 4,257.05	$ 9,328.05
TOTAL	**$ 77,527.00**	**$ 60,815.00**	**$ 138,342.00**