

**FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT
CALIFORNIA DEPARTMENT OF HEALTH AND HUMAN SERVICES (CDHHS)
FUNDS GRANT AGREEMENT TO CATHOLIC CHARITIES OF SANTA CLARA
COUNTY**

SUMMARY PAGE

Grant Type: STATE FUND Original Contract No. STA-20-001A
STA-20-001

Grantee: Catholic Charities of Santa Clara County

Project: Neighborhood Resilience Building and Recovery Program

Description: First Amendment to Grant Agreement between CITY and GRANTEE to amend the Scope of Services, Performance Measures/Numeric Goals, and Budget Summary through Fiscal Year 2020-2021.

The primary purpose of the project is to address the unmet needs of low-income residents of Coyote Creek affected by the 2017 flood. The impacted areas include: Rock Springs, the Olinder areas, and the three mobile home parks located at Old Oakland Road (Golden Wheel, Riverbend and South Bay).

The project will provide services in two phases.

- Phase I services will involve outreach and engagement to identify unmet needs of current residents related to the flood.
- Phase II services will involve case management, financial assistance, and disaster preparedness training to eligible low-income residents of the impacted areas.

On August 11, 2020, CITY and GRANTEE entered into that certain City of San José Housing Department California Department of Health and Human Services (CDHHS) Funds Grant Agreement for the Neighborhood Resilience Building and Recovery Program for a one-year term that will expire on June 30, 2021.

Funding Source: California Department of Health and Human Services (CDHHS)

Amended Amount for Fiscal Year 2020-2021: No additional funding

Original Amount for Fiscal Year 2020-2021: \$899,114

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COUNTY**

Total Grant Award Not to Exceed: \$899,114

Payment Terms: See **EXHIBIT D**

Resolution/Authority: 79598

Amended Agreement Term: Start Date: 07/01/2020 End Date: 06/30/2021

Original Agreement Term: Start Date: 07/01/2020 End Date: 06/30/2021

PARTIES TO AGREEMENT:

	GRANTEE	CITY OF SAN JOSE
Agency Name:	Catholic Charities of Santa Clara County	Housing Department
Address for Legal Notice:	2625 Zanker Road, San Jose, CA 95134	200 E. Santa Clara St., 12 th Fl. San José, CA 95113-1907
Attention:	Gregory R. Kepferle	Jacky Morales-Ferrand, Director
Email Address:	gkepferle@catholiccharitiesscc.org	Jacky.Morales-Ferrand@sanjoseca.gov
Telephone No:	(408) 468-0100	(408) 535-3855
Taxpayer ID	94-2762269	
DUNS No:	119747590	
Type of Entity:	501(c)3- public benefit corporation	
State of Incorporation or Residency:	California	

CONTACT INFORMATION

GRANTEE Contract Manager:	Lindsey Caldwell Guerrero
Title:	Division Director, Emergency Program, and Housing Services
Telephone Number:	(408) 325-5228
Email:	lcaldwell@catholiccharitiesscc.org

CITY Contact Person	Lynn Hua
Title:	Grants Analyst

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Telephone Number:	(408) 793-5542
Email:	lynn.hua@sanjoseca.gov

EXHIBIT LIST

YES N/A

- Revised Exhibit A: Scope of Services
- Revised Exhibit B: Performance Measures/Numeric Goals for 2020-2021
- Revised Exhibit C: 2020-21 Budget Summary
- Revised Exhibit D: Schedule of Payments
- Revised Exhibit E: General Grant Conditions

To the extent applicable, the following grant provisions are required for this AGREEMENT. (Check all provisions that apply.)

YES N/A REQUIRED LANGUAGE ATTACHMENT

- City of San José Funding
- Federal
- State
- County
- Others Public Agency
- Private Funding Agency

- Revised Exhibit F: Employee/Volunteer Clearance Verification and Compliance with the Child Abuse and Neglect Reporting Act
- Revised Exhibit G: Insurance
- Revised Exhibit H: Map of Project Area
- Revised Exhibit I: Retroactive Services


**FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT
CALIFORNIA DEPARTMENT OF HEALTH AND HUMAN SERVICES (CDHHS)
FUNDS GRANT AGREEMENT TO CATHOLIC CHARITIES OF SANTA CLARA
COUNTY**

I certify that I have read and hereby consent to all the terms and provisions contained in the attached FIRST AMENDMENT, including without limitation, all exhibits. Said FIRST AMENDMENT is hereby incorporated.

WITNESS THE EXECUTION HEREOF the day and year first hereinabove written.

CATHOLIC CHARITIES OF SANTA CLARA COUNTY, a California nonprofit public benefit corporation

Grantee Signature:
Print Name:
Title:



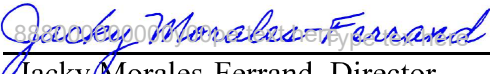
GREGORY R. KEPFERLE
Chief Executive Officer

Date: 6/30/21

[Signatures Continue on Following Page.]

**FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT
CALIFORNIA DEPARTMENT OF HEALTH AND HUMAN SERVICES (CDHHS)
FUNDS GRANT AGREEMENT TO CATHOLIC CHARITIES OF SANTA CLARA
COUNTY**


CITY OF SAN JOSE, a California municipal corporation



Jacky Morales-Ferrand, Director
Housing Department

Date: 9/15/21

Approved as to form:
RENÉ ALEJANDRO
ORTEGA,
Senior Deputy City Attorney



Date: 08/11/2021

**FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT
CALIFORNIA DEPARTMENT OF HEALTH AND HUMAN SERVICES (CDHHS)
FUNDS GRANT AGREEMENT TO CATHOLIC CHARITIES OF SANTA CLARA
COUNTY**

(Neighborhood Resilience Building and Recovery Program)

This FIRST AMENDMENT TO CDHHS FUNDS GRANT AGREEMENT FOR NEIGHBORHOOD RESILIENCE BUILDING AND RECOVERY PROGRAM (“FIRST AMENDMENT”) is made and entered upon execution by CITY, by and between the CITY OF SAN JOSE, a California municipal corporation (“CITY”), and CATHOLIC CHARITIES OF SANTA CLARA COUNTY, a California nonprofit public benefit corporation (“GRANTEE”). For the purposes of this FIRST AMENDMENT, CITY and GRANTEE are sometimes referred to herein collectively as “Parties” and individually as “Party”.

RECITALS

WHEREAS, on August 11, 2020, CITY and GRANTEE entered into that certain agreement titled City of San José Housing Department California Department of Health and Human Services (“CDHHS”) Funds Grant Agreement for a grant of \$899,114 in CDHHS funds to support GRANTEE’s Neighborhood Resilience Building and Recovery Program from July 1, 2020 through June 30, 2021 (“AGREEMENT”); and

WHEREAS, pursuant to Section 14 of the AGREEMENT, CITY and GRANTEE desire to amend the AGREEMENT to revise the Scope of Services, Performance Measures/Numeric Goals, and Budget Summary for Fiscal Year 2020-2021; and

WHEREAS, it is understood and agreed that GRANTEE has commenced work and incurred costs prior to execution of this AGREEMENT in anticipation of its execution; and

WHEREAS, CITY agrees to reimburse GRANTEE for those costs in accordance with the terms of this AGREEMENT. However, in no event shall GRANTEE be reimbursed for costs incurred prior to July 1, 2020; and

NOW, THEREFORE, the Parties agree to amend the AGREEMENT as follows:

1. Scope of Services. EXHIBIT A is hereby replaced in its entirety with REVISED EXHIBIT A attached hereto.
2. Performance Measures/Numeric Goals. EXHIBIT B is hereby replaced in its entirety with REVISED EXHIBIT B attached hereto.
3. Budget Summary. EXHIBIT C is hereby replaced in its entirety with REVISED EXHIBIT C attached hereto.

**FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT
CALIFORNIA DEPARTMENT OF HEALTH AND HUMAN SERVICES (CDHHS)
FUNDS GRANT AGREEMENT TO CATHOLIC CHARITIES OF SANTA
CLARA COUNTY**

4. No Other Amendments. CITY and GRANTEE acknowledge and agree that the AGREEMENT, as amended by this FIRST AMENDMENT, constitutes the entire agreement by and between CITY and GRANTEE relating to the grant of CITY CDHHS funds, and supersedes any and all other agreements written or oral between the Parties.
5. Exhibits. All exhibits attached hereto are incorporated herein by reference.
6. Reaffirmation. In the event of an inconsistency between this FIRST AMENDMENT and the AGREEMENT, the terms and conditions of this FIRST AMENDMENT shall govern and control the rights and obligations of the Parties. All other terms and conditions of the AGREEMENT not changed, amended, or modified by this FIRST AMENDMENT shall remain in full force and effect.
7. Counterparts. This FIRST AMENDMENT may be executed in any number of counterparts and by each party in separate counterparts, each of which when so executed and delivered shall be deemed to be an original and all of which taken together shall constitute one and the same instrument.

Use of electronic signatures: Unless otherwise prohibited by law or CITY policy, the parties agree that an electronic copy of a signed contract, or an electronically signed contract, has the same force and legal effect as a contract executed with an original ink signature. The term “electronic copy of a signed contract” refers to a writing as set forth in Evidence Code Section 1550. The term “electronically signed contract” means a contract that is executed by applying an electronic signature using technology approved by the CITY.

8. Governing Law. This FIRST AMENDMENT shall be governed by and construed in accordance with the laws of the State of California.

REVISED EXHIBIT A
SCOPE OF SERVICES
FOR FISCAL YEAR 2020-21

1.01 Project.

GRANTEE shall implement the **Neighborhood Resilience Building and Recovery Program** (hereinafter called “Project”) authorized by California, Assembly Bill No. 130, Chapter 251, approved by the Governor on September 16, 2017 in accordance with the provisions of the grant agreement by and between the CITY and the California Department of Health and Human Services.

The primary purpose of the Project is to address the unmet needs of displaced low-income residents of the 2017 Coyote Creek flood in the three impacted areas: Rock Springs, Olinder, and Golden Wheel/Oakland Rd. Grantee shall partner with a Consortium of Asian Americans for Recovery and Resiliency (CARR), which is comprised of four agencies: International Children Assistance Network, Vietnamese Voluntary Foundation, Friends of Hue, and Asian American Center of Santa Clara County. Grantee and CARR shall attend monthly meetings hosted by the City of San José’s Housing Department to share information, plans, successes, challenges, and solutions.

In Phase 1 of the project, Grantee shall partner with CARR to complete outreach and engagement activities with the affected neighborhoods and identify the unmet needs of current residents related to the flood. Grantee shall create a comprehensive community plan that includes coordination and assistance in rebuilding community and family networks. Grantee and CARR shall attempt contact with all units highlighted in yellow as “Restricted ReEntry” in the maps below. The City estimates the total number of units to be 3,982 (559 units in Golden Wheel/Oakland Rd., 266 units in Rock Springs, and 3,157 units in Olinder).

In Phase 2 of the project, Grantee shall partner with CARR to provide light touch case management, financial assistance, and disaster preparedness plans and training to low-income residents of the three impacted areas. The goal of the project is to increase program participant’s self-sufficiency, resiliency, and well-being. Client progress will be monitored monthly and reported to the City of San José’s Housing Department quarterly.

1.02 Project Area.

The Project Area shall be two impacted neighborhood areas and two mobile home parks of the 2017 Coyote Creek flood. GRANTEE shall provide services to two neighborhood areas located at Rock Springs, and Olinder, and also two Mobile Home Parks located at South Bay and Golden Wheel in Oakland Rd. neighborhoods located in the City of San Jose, as identified in the map of flood impacted neighborhoods.

(Please See the project maps located in the Exhibit H-Project Map Areas)

1.03 Location of Project.

Unless otherwise indicated, activities for the Project will occur at the following locations:

Site Name	Site Address
Golden Wheel/Oakland Road Neighborhood	Golden Wheel Mobile Home Park 900 Golden Wheel Park Dr. San Jose, CA 95122
	South Bay Mobile Home Park 1350 Oakland Rd. San Jose, CA 95122
Rock Springs Neighborhood	
Olinder Neighborhood	
Vietnamese American Cultural Center	2072 Lucretia Ave, San Jose, CA 95122
Catholic Charities of Santa Clara County	2625 Zanker Road, San Jose, CA 95134

1.04 Eligibility.

Eligible HOUSEHOLDS under this Agreement are low-income individuals living within the three impacted areas of the 2017 Coyote Creek flood: Rock Springs, Olinder, and Golden Wheel/Oakland Rd. For the purpose of this Project, the term “low-income individual” refers to any individual or family whose incomes do not exceed 80 percent of the median income for the area (AMI), as defined by HUD.

GRANTEE shall document each UNDUPLICATED HOUSEHOLD (as defined in section 1.01 of **REVISED EXHIBIT B** to the AGREEMENT) eligibility on intake sheets, which shall include information about residency, participant’s family size, total household income, gender of head of household, race and ethnic data, and participant’s signature and certification that the intake information is accurate. On March 16, 2020, the Santa Clara County Public Health Officer issued an Order to all residents to shelter in place. As a result of the Countywide Order in response to COVID-19, the City has waived participants’ signatures on intake forms.

1.05 Description of Services.

Activity #1

Preparation for Phase I
<p>Grantee shall partner with other selected agency to prepare for Phase I activities which shall include but not be limited to:</p> <ol style="list-style-type: none"> a. Setting up common database – Visionlink b. Executing sharing agreement for Visionlink c. Developing data collection specifications d. Finalizing program contact information such as phone number and email address e. *Creating an outreach flyer in three (3) languages: English, Spanish, and Vietnamese f. Creating a project plan g. Developing and finalizing implementation and monitoring schedule h. **Developing and finalizing needs assessment

2. Still living within the three (3) impacted areas of the 2017 Coyote Creek Flood:
Rock Springs, Olinder, and Oakland Road/Golden Wheel
3. Low-income individual (does not exceed 80% AMI)

Grantee shall partner with the other selected agency to make the needs assessment available to current residents online. Data shall be entered within 2 business days following survey to ensure the agencies remain on track with deliverables.

Grantee shall partner with the other selected agencies to operate a program phone number for eligible participants to call and complete the needs assessment. The phone number shall operate during normal business hours, five (5) days a week, eight (8) hours a day. Grantee shall screen calls from individuals to ensure assessments are completed by current residents of any of the impacted neighborhoods.

To you one text here

Activity #4

Produce and submit a Phase I Report to the City

Grantee shall partner with other selected agency to produce and submit an end of phase I report that summarizes data collected from the Needs Assessment conducted by both agencies. Findings from this report will be used to inform the Program Design, Activities, and Evaluations of Phase II. One final report will be shared with the City for approval before commencement of Phase II.

PHASE II

Activity #5

Preparation for Phase II, Intake and Eligibility

Grantee shall partner with other selected agency to prepare for Phase II activities which shall include but not be limited to; developing program materials such as intake forms, case management forms/templates, workshop materials, and sign-in sheets.

Grantee shall complete an intake for each participant and ensure program eligibility. Eligible participants for all phases and activities of the program must include all of the following conditions:

1. Original 2017 Coyote Creek Flood victim
2. Still living within the three (3) impacted areas of the 2017 Coyote Creek Flood:
Rock Springs, Olinder, and Oakland Road/Golden Wheel
3. Low-income individual (does not exceed 80% AMI)

Activity #6

Case Management

Grantee shall provide monthly light touch case management services to qualified participants to identify unmet needs. Grantee shall firstly identify unmet needs following assisting the participant to develop SMART goals, connect participant to appropriate resources and/or services including participation of disaster preparedness workshops and workbooks, and assess the need for financial assistance. Households receiving light touch case management services may be eligible for emergency financial assistance intended to provide relief to households who are unable to meet their basic needs, care for themselves, or make necessary repairs as a result of the 2017 Coyote Creek Flood. GRANTEE shall assess each household's financial needs and may provide financial assistance (max \$400 per household).

Case management tasks shall include but not be limited to:

- a. Performing on a 1:1 basis, support group, or workshop
- b. Developing a case plan which identifies SMART goals and objectives
- c. Monitoring participants on a monthly basis ensuring progress
- d. Connecting participants to appropriate community resources including program services from County, government, or other non-profits
- e. Conducting an Exit interview for participants

At the Exit Interview session, Grantee shall capture participants progress of SMART goals, level of disaster preparedness and resilience, and insights for future policies. Grantee shall provide financial assistance of up to a maximum of \$400 per household to participants for their unmet needs. The exit interviews will also capture the ongoing unmet needs that are not related to disaster preparedness (such as long term physical and mental health, lack of affordable housing, etc).

Activity #7

Disaster Preparedness Workshops

Grantee shall partner with other selected agency to provide disaster preparedness workshops to eligible participants following all CDC and County guidelines related to COVID-19. Grantee shall utilize sign in sheets to maintain records of attendance. Each workshop can be combined with one or more of the following topics as determined by participant needs:

1. How to Prepare for Disaster / Disaster Preparedness
2. Fire Safety
3. Earthquake Preparedness
4. Creating an Emergency Preparedness Kit
5. Creating a Family Emergency Plan
6. Medical Emergency Preparedness

7. How to be Informed
8. Home Safety
9. Building a Toolkit
10. Alert SCC
11. Flood Preparedness

GRANTEE shall partner with other selected agency to design appropriate curriculum for disaster preparedness workshops. Individuals who complete at least 50% of the workshops will receive a \$200 gift card and one emergency toolkit. All participating household will receive one reference sheet listing important phone numbers in the case of a disaster.

Grantee shall administer and collect surveys to measure participants' satisfaction and change in knowledge or behavior.

Activity #8

Produce and submit a Phase II Report to the City

Grantee shall partner with other selected agency to collect, synthesize, and analyze the data from all activities to produce and submit a final report to the City. This report will inform the City of the well-being of flood victims served, how the disaster preparedness, recovery and resilience needs are met through the program, and what other needs (beyond disaster preparedness) remain unmet. The Final Report shall include but not be limited to the following:

1. Project Description
2. Summary of the Phase 1 Evaluation and Findings
3. Summary of the Services Provided in Phase 2
4. Summary of the Data Analysis for Phase 2
5. Discussion of the Data/Findings for Phase 2
6. Information about Lessons Learned
7. Conclusion
8. Possible Further Recommendations

One final report will be submitted to the City, no later than (10) calendar days after the end of the contract term. The City shall not release the final payment until the final report is received and approved by the City.

1.06 Reporting Requirements.

Quarterly Reports. At the end of each quarter, GRANTEE shall report to CITY the number of UNDUPLICATED PARTICIPANTS as defined in Section 1.01 of Revised Exhibit B to the Agreement and results of productivity measures.

REVISED EXHIBIT B
PERFORMANCE MEASURES/NUMERIC GOALS
FOR FISCAL YEAR 2020-21

1.01 Unduplicated Participants.

Proposed total number of Unduplicated Participants to be served by this Project only. For purposes of this Agreement, “UNDUPLICATED PARTICIPANTS” shall be defined as participants who receive services at least once a year but who may not be counted more than once in that year. GRANTEE shall retain records documenting eligibility and demographic data when available. Such records shall include family size, total household income, gender head of household, race, ethnic and disability data.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
PARTICIPANTS	TBD	TBD	TBD	TBD	TBD
HOUSEHOLDS	25	25	25	25	100

1.02 Services.

Throughout the term of this Agreement, GRANTEE shall provide the following services to participants during the regular office hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, as well as on some Saturdays between 8:00 a.m. and 5:00 p.m.

Activity 1. *Number of Preparation for Phase 1 and Phase 2.* GRANTEE shall partner with other selected agency to complete the preparation work and materials to implement Phase 1 and 2. (Below is the list of documents)

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Needs Assessment	1				1
Outreach Flyer	1				1
Workshops Materials		1			1
Reference Sheet		1			1
Pre-Post Questionnaires		1			1
Set up database	1				1
Sign Data Sharing Agreement	1				1

Activity 2. Phase 1- Number of Outreach and Initial Survey: GRANTEE shall partner with other selected agency to attempt contact with unduplicated households who are living in the impacted areas.

Unit of Service = 1 Outreach and

Unit of Service = 1 Initial Survey

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Outreach	50	50	-	-	100

Activity 3: Phase 1- Number of Needs Assessments. GRANTEE member agencies will conduct needs assessments. One unit of service is defined as a completed Survey for Needs Assessment for one unduplicated household.

Unit of Service = 1 Survey for Needs Assessment.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Needs Assessment	75	25	0	0	100

Activity 4: Number of Phase I Report (Produce and Submit). GRANTEE will partner with other selected agency to produce 1 report summarizing the data collected in Phase 1. One unit of service is defined as a completed Phase I report that is approved by the City.

Unit of Service = 1 Report Approved by the City of San Jose.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Report Goal	0	1	0	0	1

Activity 5: Number Intake and Eligibility. GRANTEE shall assist individual households to complete the intake form and case management services. One unit of service is defined as an average of one hour to complete intake sheet and another hour to develop a case for household needs assessment.

Unit of Service = 1 complete Intake Form

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Intake Form	0	40	60	0	100

Activity 6: Number of Case Management. GRANTEE shall provide monthly case management services to qualified participants to support participants in working towards their SMART Goals, which includes referring them to appropriate training and resources, providing them with emotional support, identifying needs as they arise in order to seek help promptly, and providing preparedness workshops. More case management sessions can be provided as needed by clients. One unit of service is defined as one case management session with duplicated clients (via phone, in-person or other appropriate venues/format following CDC and county guidelines related to COVID-19) ranging from 15 minutes to an hour.

Unit of Service = 1 Case management session (CMS)

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Case Management	0	200	300	300	800

Activity 7: Disaster Preparedness Workshops. GRANTEE will partner with other selected agency in setting-up, publicizing, and providing the Disaster Preparedness training workshops.

Unit of Service = 1 attendant (un-duplicated household)

Unit of service = 1 training workshop

	Quarter1	Quarter2	Quarter3	Quarter4	Total
Households	0	0	50	50	100
Attendants	Sign-in Sheet	Sign-in Sheet	Sign-in Sheet	Sign-in Sheet	
Workshops	0	0	12	12	24

Activity 8: Number of Phase II Final Report (produce and submit). *GRANTEE will partner with other selected agency to collect, synthesize, and analyze the data from all activities to produce and submit 1 final report to the City. One unit of service as defined as a complete report approved by the City.*

Unit of Serve = 1 Final Report approved by the City

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Phase II Final Rpt.	0	0	0	1	1

1.03 Outcome Measure Statement and Measurement Methodology.

Measurement Methodology. See methodologies described in each outcome below.

Outcome Measure #1	90% of flood victims served will report satisfactory customer service rating (score of 3 or above on the 1-5 Likert scale)			
Measurement Methodology	Post survey: A written self-report questionnaire will be administered to program participants at end of needs assessment (Phase 1) and program exit (end of Phase 2). The number of positive responses (score of 3 or higher) will be tallied. % = total number of positive responses divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	90%	90%	90%

Outcome Measure #2	90% of clients with a language barrier were able to communicate with a culturally and linguistically competent staff			
Measurement Methodology	Post survey: written self-report questionnaire will be administered to program participants at end of the needs assessments and upon program exit. The number of positive responses will be tallied. The total of positive responses will be divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	90%	n/a	n/a

Outcome Measure #3	90% of affected flood victims will report having been trained in disaster preparedness, and, as a result, have more knowledge and are more prepared in the event of a future disaster.			
Measurement Methodology	Pre/Post surveys: A written self-report questionnaire will be administered to program participants during program intake (Pre-) and at program exit (Post-) using a 1-5 Likert Scale. The Pre- and Post- score will be compared. An increase (i.e. a positive response) will be recorded if the post score is higher than the pre- score. % = total number of positive responses divided by the total number of responses received.			

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	n/a	n/a	90%

Outcome Measure #4	90% of flood victims served will report that their unmet needs identified in Phase 1 were addressed in Phase 2 (score of 3 or above on the 1-5 Likert scale).			
Measurement Methodology	Post survey: A written self-report questionnaire will be administered to program participants at program exit. The number of positive responses (score of 3 or higher) will be tallied. % = total number of positive responses divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	90%	90%	90%

Outcome Measure #5	70% of Clients will sign up for AlertSCC notifications.			
Measurement Methodology	Confirmation from clients and/or staff who assisted clients to sign up for AlertSCC. % = number of clients who signed up divided by total number of clients served.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	n/a	70%	70%

Outcome Measure #6	65% of Clients will report an increased sense of connection with the community.			
Measurement Methodology	A written self-report questionnaire will be administered to program participants during program intake (Pre-) and at program exit (Post-) using a 1-5 Likert Scale. the Pre- and Post- score will be compared. An increase (i.e. a positive response) will be recorded if the post score is higher than the pre-score. % = total number of positive responses divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	n/a	n/a	65%

Outcome Measure #7	80% of flood victims served have been connected to resources that will help them build resiliency to survive and recover from future disasters.			
Measurement Methodology	Case management records showing referrals to various resources needed by flood victims, and a written self-report questionnaire will be administered to program participants at program exit. The number of positive responses will be tallied. The total number of			

	positive responses will be divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	n/a	n/a	80%

Outcome Measure #8	80% of Phase 2 program participants will report an increased understanding of City and/or other government sponsored programs by program exit.			
Measurement Methodology	A written self-report questionnaire will be administered to program participants during program intake (Pre-) and at program exit (Post-) using a 1-5 Likert Scale. the Pre- and Post- score will be compared. An increase (i.e. a positive response) will be recorded if the post score is higher than the pre- score. % = total number of positive responses divided by the total number of responses received.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal	n/a	n/a	n/a	80%

1.04 GRANTEE must describe outreach efforts employed, and to be employed, to reach out to all persons including persons of the following protected categories: race, sex, color, age, religion, actual or perceived gender identity, sexual orientation, disability, ethnic or national origin, or familial status. Documentation of these efforts must be submitted along with the second and fourth quarterly performance reports.

REVISED EXHIBIT C
2020-2021 BUDGET SUMMARY

	CSJ Budget 12 Months - Original	CSJ Budget 12 Months - Proposed	Budget Amendment & Line Item Reallocation
Personnel			
Division Director (.85)	\$ 107,973.00	\$93,864.84	\$14,108.16
Program Manager (1 FTE)	\$ 92,284.00	\$76,849.74	\$15,434.26
Program Data Collection Supervisor (1 FTE)	\$ 69,300.00	\$74,617.81	(\$5,317.81)
Case Manager II (1 FTE)	\$ 61,950.00	\$60,020.51	\$1,929.49
Case Manager II (1 FTE)	\$ 38,557.00	\$29,068.81	\$9,488.19
Case Manager II (1 FTE)	\$ 56,700.00	\$46,198.82	\$10,501.18
Case Manager II (.6 FTE)		\$0.00	\$0.00
Program Assistant (1 FTE)	\$ 50,400.00	\$36,920.12	\$13,479.88
Program Financial Analyst (.15)	\$ 9,450.00	\$12,421.57	(\$2,971.57)
Benefits	\$ 159,853.00	\$144,298.63	\$15,554.37
Subtotal	\$ 646,467.00	\$574,260.85	\$72,206.15
Operating			
Office Supplies	\$ 3,250.00	\$13,250.00	(\$10,000.00)
Program Supplies/Workshop Supplies	\$ 6,000.00	\$4,428.40	\$1,571.60
Emergency Kits	\$ 5,000.00	\$8,400.00	(\$3,400.00)
Food/Snacks	\$ 2,000.00	\$0.00	\$2,000.00
Communication	\$ 3,519.00	\$4,976.02	(\$1,457.02)
Printing/Advertising	\$ 5,000.00	\$2,400.31	\$2,599.69
Travel/Mileage	\$ 3,300.00	\$109.66	\$3,190.34
Occupancy	\$ 34,903.00	\$37,061.07	(\$2,158.07)
Insurance	\$ 7,349.00	\$9,103.50	(\$1,754.50)
Equipment Renta/Maintenance	\$ 4,000.00	\$2,000.00	\$2,000.00
Audit Fees		\$0.00	\$0.00
Financial Assistance to Clients	\$ 20,000.00	\$109,000.00	(\$89,000.00)
Database Fee	\$ 5,000.00	\$7,742.51	(\$2,742.51)
IT/AWARDS	\$ 19,559.00	\$16,839.19	\$2,719.81
Professional Fees	\$ 900.00	\$540.39	\$359.61
Training/Development	\$ 1,000.00	\$500.00	\$500.00
Total	\$ 120,780.00	\$216,351.05	(\$95,571.05)
Support Services			
Administrative Overhead	\$ 131,867.00	\$ 118,502.10	\$13,364.90
TOTAL	\$ 899,114.00	\$899,114.00	\$0.00

REVISED EXHIBIT I

RETROACTIVE SERVICES

It is understood and agreed that GRANTEE has provided services prior to the execution of this AGREEMENT in anticipation of its execution. If CITY accepts and approves the services provided by GRANTEE prior to the date of this AGREEMENT, CITY agrees to compensate GRANTEE for those services in accordance with the terms of this AGREEMENT. However, in no event shall GRANTEE be compensated for work performed for CITY prior to July 1, 2020.



- FOR YOUR ELECTRONIC SIGNATURE
- FULLY EXECUTED COPY TO FOLLOW

CITY STAFF: Lynn Hua

EMAIL: Lynn.Hua@sanjoseca.gov

SCANNED SIGNATURE AUTHORIZATION

DATE: 6/30/2021

TOTAL PAGES:
(INCLUDING THIS PAGE) _____

TO: Gregory Kepferle

TO: _____

EMAIL: GKepferle@catholiccharitiesscc.org

EMAIL: _____

PHONE: 408-468-0100

PHONE: _____

I agree to use electronic signatures

I agree to use electronic signatures

BY: 

BY: _____

DIRECTIONS:

REVIEW THE ENCLOSED DOCUMENT, IF IT IS ACCEPTABLE:

1. SIGN THE DOCUMENT
2. CHECK THE BOX BELOW YOUR NAME AND SIGN AGREEING TO THE USE OF ELECTRONIC SIGNATURES
3. SCAN YOUR EXECUTED DOCUMENT TOGETHER WITH THIS COVER PAGE IN COLOR
4. EMAIL THE ENTIRE DOCUMENT TO LYNN HUA AT Lynn.Hua@sanjoseca.gov

TO BE COMPLETED BY CITY STAFF:

ALTERNATIVE METHODS OF VERIFICATION:

- USE OF A PASSWORD PROTECTED WEBSITE
- CONFIRMED BY A KNOWN TELEPHONE NUMBER
- PERSONALLY KNOWN TO CITY STAFF

City of San José Contract/Agreement Transmittal Form

Route Order

Attached / Completed

Electronically Signed

TO: City Attorney
 City Manager
 City Clerk **OR** Return to
Dept. (circle one)

Insurance Certificates / Waivers Electronically Signed: Select one
 Business Tax Certificate Audit Trail Attached (if applicable)
 Contacted Clerk re: Form 700 Scanned Signature Authorization
 Supplemental Memorandums (if applicable): Select One

Type of Document: Amendment

Type of Contract: Grant Applications/Agreements

REQUIRED INFORMATION FOR ALL CONTRACTS:

Existing GILESES # 666084-001

Contractor: Catholic Charities of Santa Clara County

Address: 2625 Zanker Road, San Jose, CA 95134

Phone: (408) 468-0100

Email: gkeperle@catholiccharitiesscc.org

Contract Description: The primary purpose of the Project is to address the unmet needs of displaced low-income residents of the 2017 Coyote Creek flood in the three impacted areas: Rock Springs, Olinder, and Golden Wheel/South Bay Mobile-home Parks.

Term Start Date: 07/01/2020 Term End Date: 06/30/2021 Extension: Yes

Method of Procurement: Select one RFB, RFP or RFQ No.: _____ Date Conducted: _____

Agenda Date (if applicable): 6/23/2020

Agenda Item No.: _____

Resolution No.: 79598

Ordinance No.: _____

Original Contract Amount: \$899,114.00

Amount of Increase/Decrease: 0

Option #: ___ of ___ Option Amount: _____

Updated Contract Amount: _____

Fund/Appropriation: n/a

Form 700 Required: Select one

Revenue Agreement: Select one

Business Tax Certificate No.: 94-2762269

Expiration Date: _____

Department: Housing (56)

Department Contact Name/Phone: yTherese Tran 408 975-4420

Notes:

Department Director Signature: Jacky Morales-Ferrand 9/15/21
Date

Office of the City Manager Signature: _____
Date