

Funding Source(s): Homeless Housing, Assistance and Prevention 1 & 2 ("HHAP 1 & 2")

Amended Amount for Fiscal Year 2022-2024: \$1,000,000 HHAP 2

Original Amount for Fiscal Year 2020- 2022: \$2,000,000 HHAP 1

Total Grant Award Not to Exceed: \$3,000,000

Payment Terms: **See EXHIBIT D**

Resolution/Authority: 80203

Amended Agreement Term: Start Date: 07/01/2022 End Date: 06/30/2024

Original Agreement Term: Start Date: 07/01/2020 End Date: 06/30/2022

PARTIES TO AGREEMENT:

	GRANTEE	CITY OF SAN JOSE
Agency Name:	Bill Wilson Center	Housing Department
Address for Legal Notice:	3940 The Alameda	200 E. Santa Clara St., 12 th Floor
City/State/Zip Code:	Santa Clara, CA 95050	San Jose, CA 95113-1907
Attention:	Sparky Harlan, CEO	Jacky Morales-Ferrand, Director
Email Address:	sharlan@bwcmail.org	<u>Jacky. Morales-Ferrand@sanjoseca.gov</u>
Telephone No.:	(408) 243-0222	408-535-3855
Taxpayer ID	94-2221849	
Unique Entity ID:	WJ9FUML23CC6	
Type of Entity:	501 (c) 3 – public benefit corporation	
State of Incorporation or Residency:	California	

CONTACT INFORMATION

GRANTEE Contract Manager:	Paula Del Pozo
Title:	Division Director
Telephone No:	(408) 278-2515
Email:	pdelpozo@bwcmail.org

CITY Contact Person:	Michael Montgomery
Title:	Analyst
Telephone No:	408-535-3860
Email:	michael.montgomery@sanjoseca.gov

REVISED EXHIBIT LIST:

YES N/A

- Revised Exhibit A: Scope of Services
- Revised Exhibit B: Monitoring, Evaluation and Reporting Requirements
- Revised Exhibit C: Budget Summary
- Exhibit D: Payments to Grantee
- Exhibit E: General Grant Conditions
- Exhibit F: Employee/Volunteer Clearance Verification and Compliance with the Child Abuse and Neglect Reporting Act
- Exhibit G: Insurance
- Exhibit H: Federal Guidelines For Minority-Owned and Women-Owned Business Enterprises (MBE/WBE)
- Revised Exhibit I: Retroactive Services

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

REQUIRED LANGUAGE ATTACHMENT

YES N/A

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

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 upon execution by CITY.

BILL WILSON CENTER, a California nonprofit public benefit corporation

GRANTEE Signature:
Print Name:
Title:



Email: dpell@bwcmail.org Date: 07/19/2023
Debbie Fell

Chief Program Officer

[Signatures Continue on Following Page.]

CITY OF SAN JOSE, a California municipal corporation

Jacky Morales-Ferrand

Email: jacky.morales-ferrand@sanjoseca.gov
Date: 10/19/2022 GMT

JACKY MORALES-FERRAND
Director of Housing Department

Approved as to form:
ANDREW MALEK,
Deputy City Attorney

Attorney
Andrew Malek

Andrew Malek

Email: andrew.malek@sanjoseca.gov
Date: 10/19/2022 GMT

FIRST AMENDMENT TO CITY OF SAN JOSE
HOUSING DEPARTMENT HHAP GRANT AGREEMENT
(Safety Net Shelter and Housing Assistance for Youth and Families)

This CONTINUATION AND First AMENDMENT TO HHAP GRANT AGREEMENT FOR SAFETY NET SHELTER FOR YOUTH AND FAMILIES (“FIRST AMENDMENT”), is made and entered into upon the date of execution by CITY, by and between the **CITY OF SAN JOSE**, a California municipal corporation (“CITY”), and **Bill Wilson Center**, a California nonprofit public benefit corporation (“GRANTEE”). All capitalized terms used but not defined herein shall have the meaning provided in the AGREEMENT (as hereinafter defined). For the purposes of this FIRST AMENDMENT, CITY and GRANTEE are sometimes collectively referred to as “Parties.”

RECITALS

WHEREAS, on September 16, 2020, CITY and GRANTEE entered into that certain agreement titled City of San José Housing Department Grant Agreement for a grant of \$2,000,000 in Homeless Housing, Assistance and Prevention (HHAP) funds to support GRANTEE’s Safety Net Shelter and Assistance for Youth and Families from July 1, 2020 through June 30, 2022 (“AGREEMENT”); and

WHEREAS, pursuant to Section 13 of the AGREEMENT, CITY and GRANTEE desire to amend the AGREEMENT to increase the grant amount by \$1,000,000 in HHAP 2 funds for a total grant award not to exceed \$3,000,000, amend the scope of services, budget summary and performance measures, and extend the term of the AGREEMENT to June 30, 2024;

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

WHEREAS, CITY agrees to reimburse GRANTEE for those costs in accordance with the terms of this continued AGREEMENT. However, in no event shall GRANTEE be reimbursed for costs incurred prior to July 1, 2022;

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

1. **Increase Funding.** The Grant Award is hereby increased by the amount of One Million Dollars (\$1,000,000) of Homeless Housing and Assistance Prevention 2 funds for a total grant award not to exceed \$3,000,000.

2. Scope of Services. REVISED EXHIBIT A, attached hereto, is appended to EXHIBIT A to the AGREEMENT.
3. Performance Measures. REVISED EXHIBIT B, attached hereto, is appended to EXHIBIT B to the AGREEMENT.
4. Budget Summary. REVISED EXHIBIT C, attached hereto, is appended to EXHIBIT C to the AGREEMENT.
5. Retroactive Services. REVISED EXHIBIT I, attached hereto, is appended to Exhibit I to the AGREEMENT
6. Exhibits. All exhibits attached hereto are incorporated herein by reference.

Revised EXHIBIT A

SCOPE OF SERVICES

Grant Year 2022-2024

1.01 Project. GRANTEE shall implement the Safety Net Shelter and Housing Assistance (hereinafter called “Projects”) in accordance with the provisions of the AGREEMENT and all rules and regulations pertaining thereto, GRANTEE shall use the funds as follows during the specified terms:

Safety Net Shelter

Safety Net Shelter will serve homeless and at-risk minors between the ages of 12 and 18 years old.

Primary services will include, but not be limited to, the following:

- Providing emergency shelter
- Support and assistance with case management, including resources for employment, education, life skills, substance abuse services, and mental health resources;
- Supportive services specifically for the LGBTQ population;
- Connections to housing support, subsidies, and emergency hotel placements upon reaching shelter capacity;
- Outreach to schools, Community Based organizations, and police departments to ensure this segment of the homeless youth population is connected to resources to assist in ending their homelessness and help facilitate success in their education.

Housing Assistance

The Housing Expediter will work in connection with the Case Managers to support youth staying at the shelter accessing drop-in center services to be linked to the appropriate housing intervention. Young adults will be referred to the Housing Specialist be assisted with learning how to search for housing. The Housing Specialist will conduct community outreach, establish relationships with landlords, and conduct groups about housing search, tenant rights, and being a good tenant and neighbor.

GRANTEE will follow the Santa Clara County Continuum of Care Quality and Assurance Standards for Homeless Housing and Service Programs, as applicable, and as they may be amended from time to time.

<https://osh.sccgov.org/sites/g/files/exjcpb671/files/documents/SCC%20CoC%20Quality%20Assurance%20Standards%20-%207.12.21%20incl%20HUD%20Mega%20Waiver.pdf>

1.02 Project Area.

The Project Area is the incorporated area of the City of San José.

1.03 Location of Project.

Unless otherwise indicated, the Grant Services specified below will be offered at the following location:

Site Name	Project Address
Bill Wilson Center's Safety Net Shelter	3490 The Alameda, Santa Clara, CA

1.04 Eligibility.

Safety Net Shelter

Eligible clients under this AGREEMENT shall be homeless and at-risk youth in in San José between the ages of 12 to 18.

Housing Assistance

Eligible clients are homeless youth and youth who lack a regular and fixed nighttime residence within San José between the ages of 18 to 25.

Outreach under this AGREEMENT shall be conducted in accordance with the City's Language Access Plan. The City's Language Access Plan is posted at:

<https://www.sanjoseca.gov/your-government/departments/housing/memos-reports-plans/hud-reports>.

1.05 Description of Services:

Safety Net Shelter

Activities:

Activity # 1 – Initial Client Assessment for Eligibility and Intake

GRANTEE shall gather as much information about the prospective client and their household as possible and shall assist the client in completing an intake form detailing client information. The aforementioned form is used for client screening and the potential client must complete this form before opening the client case for further assistance.

Activity # 2 – Case Management

GRANTEE shall provide effective case management services that primarily focus on immediate efforts to attain housing with minimal assistance needed to address each household's immediate housing crisis. Case managers shall also assess household needs, determine the best plan of action to address those needs, and facilitate access to the services and resources necessary for long-term housing stabilization. These efforts include but are not limited to the following:

A. Develop Individual Services Plan/Housing Stabilization Plan:

The plan must include the four forms that are outlined in Revised Exhibit E "General Grant Conditions FY 18-19", Section 2.08 (Case Management File) which includes but is not limited to:

- a. Assistance in selecting and obtaining affordable housing
- b. Assistance in identifying personal strengths
- c. Assistance in developing short-term goals and how to achieve them

B. Client Stabilization:

- a. Implement the client's plan
- b. Track the plan with the client to ensure the plan objectives are met
- c. Monitor the client's housing situation, and the client's job placement including communication with landlord as necessary
- d. Provide life skill groups to prepare clients for increased self-sufficiency and success in future housing placements.

C. Logistical Support:

- a. Provide linkages to any ongoing needed or desired services with a focus on housing retention
- b. Link ongoing support services or case management to client if needed and desired
- c. Refer other services or support if needed.

Activity # 3 – Development Sessions

GRANTEE shall provide development sessions to each participant that include, but are not limited to, life skills, individual and family counseling, pro-social skills, family reunification, linkages to community resources, substance use groups, after care, resumé writing, one-on-one job search, assessment preparation, workshops (e.g. Job Search Skills, Apply-a-thons, empowerment classes), application assistance, information about vocational training and job retention.

GRANTEE shall document participant attendance of each session to better ensure the success of the client in finding employment.

Housing Assistance

Activities:

Activity # 1 – Initial Client Assessment for Eligibility and Intake

GRANTEE shall gather as much information about the prospective client and their household as possible and shall assist the client in completing an intake form detailing client information. The aforementioned form is used for client screening and the potential client must complete this form before opening the client case for further assistance.

Activity # 2 – Housing Coupon Issuance and Management

Subsidy briefing which includes GRANTEE assessment of household occupancy, explanation of housing subsidy schedule and timeline (housing coupon) to clients and tracking of household income.

Activity # 3 – Housing Coupon Issuance and Management

Subsidy briefing which includes GRANTEE assessment of household occupancy, explanation of housing subsidy schedule and timeline (housing coupon) to clients and tracking of household income.

Activity # 4 – Housing Outreach

GRANTEE shall provide assistance to participants in locating and obtaining permanent housing which includes the following:

- Outreach with owners/landlords;
- Assessment of housing compliance with Housing Quality Standards requirements for habitability, lead-based paint, and rent reasonableness (in effect after December 31, 2020 with the exception of lead-based paint compliance measures);
- Outreach and coordination with Case Management
- Ensure all units comply with lead-based paint restrictions

Activity # 5 – Move-Ins and Leasing Assistance

GRANTEE shall provide assistance to participants in locating and obtaining permanent housing which includes the following:

- Outreach with owners/landlords;
- Assessment of housing compliance with Housing Quality Standards requirements for habitability, lead-based paint, and rent reasonableness (in effect after December 31, 2020 with the exception of lead-based paint compliance measures);
- Outreach and coordination with Case Management
- Ensure all units comply with lead-based paint restrictions

Activity # 6 – Issuance of Subsidy Checks

GRANTEE is responsible for timely issuance of housing coupons, subsidies, deposits, and utility allowance (when applicable).

Activity # 7 – Housing Search Sessions

GRANTEE shall provide assistance to participants in locating, obtaining, and retaining suitable permanent housing which includes the following:

- Assessment of housing barriers, needs, and preferences;
- Development of an action plan for locating housing;
- Outreach to and negotiation with owners/landlords;
- Assistance with submitting rental applications and understanding leases;
- Assistance with obtaining utilities and making moving arrangements; and
- Tenant counseling

Activity # 8 – Administrative Oversight

GRANTEE will submit the administrative oversight progress report on a monthly basis, which includes each of the tasks that the project has accomplished since the project commenced, including the date, description of the project challenge or issue(s), an explanation of how the issue shall be resolved, and a description of the next planned step/action.

1.06 Personnel.

GRANTEE shall provide a personnel cost allocation plan for the Project, including all positions to be allocated to the Project and the names of key personnel (e.g. Executive Director, Project Manager, etc.). CITY must approve the personnel cost allocation plan prior to approving reimbursement for personnel costs. Changes to the cost allocation plan during the term of this AGREEMENT must be submitted to and approved by CITY prior to reimbursement of costs.

1.07 Reporting Requirements.

Financial Report. GRANTEE shall submit monthly invoices to the Housing Department, via the CITY's WebGrants system, within thirty (30) days from the end of each month during the term of this AGREEMENT.

Quarterly Reports. At the end of each quarter, GRANTEE shall report to the Housing Department, via the CITY's WebGrants system, the number of UNDUPLICATED PARTICIPANTS as defined in Section 1.01 of EXHIBIT B to the AGREEMENT, and results of Outcome Measures.

Annual Performance Report. GRANTEE shall submit the Annual Performance report at the completion of the project or at the end of the contract term, whichever first occurs.

Outcome Measure Reports. At the end of each quarter, GRANTEE shall submit a narrative report detailing results of outcome measures. The report, at minimum, shall include:

- (a) a description of how the activities being provided under this grant contribute to meeting performance measures stated in the contract,
- (b) a detailed description of how the measurement methodology was implemented and how information was collected,
- (c) a detailed description of the methodology for selecting the sample size and the population to measure including the size of the sample.

Methodology shall include a description of when and how information was collected, the total population being studied, the sample size used for the study, the method used to determine the sample size, and the method for selecting the sample.

1.08 Reporting Schedule.

All Quarterly and Outcome Measure reports shall be submitted to the Housing Department, via the CITY's WebGrants system, no later than ten (10) calendar days after the end of the first, second, and third quarters, and no later than seven (7) calendar days after the end of the fourth quarter.

1.09 Cost Reimbursement.

GRANTEE will be reimbursed on a monthly basis, for approved invoices submitted pursuant to this AGREEMENT. Requests for reimbursement will be made on a form and in the manner prescribed by the CITY under provisions as set forth in **EXHIBIT D**, titled "PAYMENTS TO GRANTEE".

1.10 Additional Provisions. None

REVISED EXHIBIT B
MONITORING, EVALUATION, AND REPORTING REQUIREMENTS

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. Such records shall include number of households with children under age 18, family size and composition, total household income, gender of head of household, race, ethnicity and disability data. GRANTEE shall submit quarterly reports on all activities to track the progress toward the identified yearly goal.

Unduplicated Participants – Safety Net Shelter

	2022-2023
Participants	50

	2023-2024
Participants	50

Unduplicated Participants – Housing Assistance

	2022-2023
Participants	17

	2023-2024
Participants	0

1.02 Services.

Safety Net Shelter

<i>Initial Client Assessment for Eligibility and Intake</i>					
Unit of Service	One unit of service is defined as one completed and signed client intake form. A session is defined as one (1) hour of an in-depth discussion of progress towards the case plan goals with each participant.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	12	13	13	12	50
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	12	13	13	12	50

Case Management					
Unit of Service	One unit of service is defined as one (1) participant receiving (1) hour of an in-depth discussion of progress towards the individual service plan goals of the participant.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	48	52	52	48	200
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	48	52	52	48	200

Development Sessions					
Unit of Service	One unit of service defined as one (30) min of an in-depth discussion of development services or one Group for 1.0 hours.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	48	52	52	48	200
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	48	52	52	48	200

Housing Assistance

Initial Client Assessment for Eligibility and Intake					
Unit of Service	One unit of service is defined as one completed and signed client intake form. A session is defined as one (1) hour of an in-depth discussion of progress towards the case plan goals with each participant.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	17	0	0	17
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	n/a	n/a	0

Housing Coupon Issuance and Management					
Unit of Service	One unit of service is defined as one housing subsidy coupon. A session is defined as one (1) hour of an in-depth discussion of progress towards the case plan goal with each participant.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	17	0	17
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	n/a	n/a	0

Housing Search Sessions					
Unit of Service	One unit of service is defined as one (1) participant receiving one (1) hour of housing search services.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	35	35	70
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	35	35	n/a	n/a	70

Housing Inspections					
Unit of Service	One unit of service is defined as one (1) signed and completed inspection.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	17	0	17
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	n/a	n/a	0

Move-Ins and Leasing Assistance					
Unit of Service	One unit of service is defined as one (1) completed move-in.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	17	0	17
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	n/a	n/a	0

Issuance of Subsidy Checks					
Unit of Service	One unit of service is defined as one issued check.				
2022-2023	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	0	0	51	51	102
2023-2024	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total Project	51	51	n/a	n/a	102

1.03 Outcome Measure Statement and Measurement Methodology

Measurement Methodology.

GRANTEE shall track participant success in finding and maintaining permanent housing, employment, health care and increased income. GRANTEE shall track outcomes by utilizing case notes and approved assessment forms and shall maintain records on the Unduplicated Participants who participated throughout the Project. GRANTEE shall submit results of outcome measures to the Housing Department, via the CITY’s WebGrants system, no later than ten (10) calendar days after the end of each quarter.

Safety Net Shelter

Outcome Measure #1	85% will exit to safe and stable housing.			
Measurement Methodology 1	Each quarter a report will be run from our Electronic Health Care System (AWARDS) and calculations will be determined from that report.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 1 2022-2023	85%	85%	85%	85%
Outcome Goal 1 2023-2024	85%	85%	85%	85%

Outcome Measure #2	85% will increase wellbeing as measured by Mental Wellbeing Scale (WEMWBS)			
Measurement Methodology 2	WEMWBS will be administered to participants upon entering the Safety Net Shelter and upon discharge from the Shelter.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 2 2022-2023	85%	85%	85%	85%
Outcome Goal 2 2023-2024	85%	85%	85%	85%

Outcome Measure #3	100% of school-aged children will be enrolled in School.			
Measurement Methodology 3	Each Quarter a report will be run from our Electronic Health Care System (AWARDS) and calculations will be made from that report.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 3 2022-2023	100%	100%	100%	100%
Outcome Goal 3 2023-2024	100%	100%	100%	100%

Housing Assistance

Outcome Measure #1	75% of participants will secure permanent housing destinations within 60 days of enrollment in the RRH Program.			
Measurement Methodology 1	HMIS Methodology: Add participant universe for RRH services during the current reporting period. Of the universe, add up those in RRH who exited to permanent housing destinations within 60 days of enrollment. Divide the total from step 2 by the total from step 1.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 1 2022-2023	n/a	n/a	75%	75%
Outcome Goal 1 2023-2024	75%	75%	n/a	n/a

Outcome Measure #2	85% of participants who exit the Rapid Rehousing Program will exit to permanent housing.			
Measurement Methodology 2	HMIS Methodology: Add participant universe for those placed in permanent housing destinations during the current reporting period. Of the universe, add up those placed in permanent housing destinations that exited to homelessness. Divide the total from step 2 by the total from step 1.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 2 2022-2023	n/a	n/a	85%	85%
Outcome Goal 2 2023-2024	85%	85%	n/a	n/a

Outcome Measure #3	85% of participants will exit the program with at least two permanent connections.			
Measurement Methodology 3	HMIS Methodology: Staff will track connections throughout case management session to ensure permanent connections are made at exit.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 3 2022-2023	n/a	n/a	85%	85%
Outcome Goal 3 2023-2024	85%	85%	n/a	n/a

Outcome Measure #4	Percent of program participants who maintain housing for 1 year after graduation.			
Measurement Methodology 4	HMIS Methodology: On a quarterly basis, an HMIS report of all clients housed through the Rapid Rehousing portion of the Safety Net program will be generated; additionally, a recidivism report in HMIS will identify any individuals that have returned to homelessness within 6 months; the total number of clients remaining in permanent housing 6 months after being housed will be divided by the total number of clients housed from the start of the program year through the reporting period to identify the % of housed clients maintaining housing for at least 6 months.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Outcome Goal 4 2022-2023	n/a	n/a	92%	92%
Outcome Goal 4 2023-2024	92%	92%	92%	92%

REVISED EXHIBIT C

BUDGET SUMMARY

	2022-2023	2023-2024	Total Program Cost
Personnel			
Salaries	\$385,359.00	\$432,143.00	\$817,502.00
Fringe/Benefits	\$111,754.00	\$125,321.00	\$62,539.00
Subtotal Personnel	\$497,113.00	\$557,464	\$1,054,577.00
Direct Operating Costs			
Rental Assistance/Emergency Hotels	\$225,000.00	\$295,000.00	\$520,000.00
Participant Flexible Spending	\$37,718.00	\$39,800.00	\$77,518.00
Professional Fees	\$1,547.00	\$1,550.00	\$3,097.00
Supplies	\$1,910.00	\$1,910.00	\$3,820.00
Residential Food and Beverages	\$8,820.00	\$8,820.00	\$17,640.00
Utilities	\$7,460.00	\$7,460.00	\$14,920.00
Maintenance and Janitorial	\$2,050.00	\$2,050.00	\$4,100.00
Communication	\$2,655.00	\$2,655.00	\$5,310.00
Mileage	\$1,882.00	\$1,882.00	\$3,764.00
Copying and Printing	\$1,320.00	\$1,320.00	\$2,640.00
Equipment (Computer)	\$1,200.00	\$1,200.00	\$2,400.00
Recruiting	\$2,500.00	\$2,500.00	\$5,000.00
Subtotal Direct Op. Costs	\$294,062.00	\$366,147.00	\$660,209.00
Indirect Costs			
Subtotal Indirect Costs	\$68,543.00	\$76,389.00	\$144,932.00
TOTAL COSTS	\$859,718.00	\$1,000,000.00	\$1,859,718.00

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, 2022.