

**FIRST AMENDMENT TO
GRANT AGREEMENT FOR
PUBLIC SERVICE PROVIDERS PROGRAM FUNDS
CATHOLIC CHARITIES OF THE DIOCESE OF SANTA ROSA
CFDA #14.218**

This First Amendment to Grant Agreement for Public Service Providers Program Funds Catholic Charities of the Diocese of Santa Rosa CFDA #14.218, dated July 1, 2021 ("Agreement") is made as of this _____ day of _____, 2022, by and between the City of Santa Rosa, a municipal corporation ("CITY") and Catholic Charities of the Diocese of Santa Rosa, a California non-profit corporation ("CONTRACTOR").

RECITALS

- A. City and Contractor entered into the Agreement for Contractor to operate the Homeless Services Center (Program), which provides showers, telephone, mail service, information, and referrals for the most vulnerable homeless population, always with the aim of exiting participants out of homelessness and into safe, stable housing. Program is funded with Community Development Block Grant (CDBG) and local funds.

- B. City and Contractor now desire to amend the Agreement for the purpose of modifying the scope of services and increasing compensation, local funds in the amount of \$45,000, for the period of December 1, 2021 to June 30, 2022, bringing the total compensation under the Agreement to \$247,000 for Fiscal Year 2021/2022.

AMENDMENT

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Section 1. SCOPE OF SERVICES

Effective December 1, 2021, Exhibit A to the Agreement is replaced by Exhibit A-1 to this Amendment.

2. Section 3. GRANT

Effective December 1, 2021, Exhibit B (Budget) to the Agreement is replaced by Exhibit B-1 to this Amendment and the first paragraph of Section 3 of the Agreement is replaced in its entirety to read as follows:

"Notwithstanding any other provision of this Agreement, Program funding from City to Contractor shall not exceed two hundred two thousand and no/100 dollars (\$247,000). The City's Chief Financial Officer is authorized to pay all proper claims from Key 42006/Fund 2282 (\$102,000) and Key 340707/Fund 1209 (\$145,000)."

All other terms of the Agreement shall remain in full force and effect.

Executed as of the day and year first above stated.

CONTRACTOR:

CITY OF SANTA ROSA
a Municipal Corporation

Catholic Charities of the Diocese of Santa Rosa

TYPE OF BUSINESS ENTITY (*check one*):

By: _____

____ Individual/Sole Proprietor

____ Partnership

X Corporation

____ Limited Liability Company

____ Other (please specify: _____)

Print Name: Megan Basinger
Director of Housing and Community Services

APPROVED AS TO FORM:

Office of the City Attorney

Signatures of Authorized Persons:

ATTEST:

By: _____

Print Name: _____

Title: _____

By: _____

Print Name: _____

Title: _____

City Clerk

City of Santa Rosa Business Tax Cert. No.

Attachments: Exhibit A-1 – Scope of Services
Exhibit C-1 – Operating Budget

EXHIBIT A-1: SCOPE OF SERVICES

HOMELESS SERVICES CENTER Fiscal Year 2021/2022

(Catholic Charities of the Diocese of Santa Rosa)
Community Development Block Grant (CDBG)
Public Services Program

Operate the Homeless Service Center (HSC) from 6:00 a.m. to 11:00 a.m. and from 1:00 p.m. to 5:30 p.m., five days a week and mail-only on Saturdays from 12 p.m. to 5:30 p.m., to provide basic needs, support and referrals to resources and housing that result in exiting Sonoma County's unsheltered individuals out of homelessness and into safe, stable housing. HSC's basic needs services include showers, telephone, mail service, information, and referrals for the most vulnerable homeless population. HSC serves as the City and County's primary referral point for Coordinated Entry for Shelters, Permanent Supportive Housing, Rapid Re-Housing, short-term financial assistance, and is referral point for other community resources.

Program staff will serve as the liaison between the community and the homeless population and respond to neighborhood issues such as loitering, vandalism, littering, or public intoxication. HSC will continue to hold its targeted "Friday Outreach" effort weekly from 7AM- 9AM, which is open to all, but specifically targets homeless individuals and families who have yet to engage in housing services. HSC will continue to serve as the hub for referral information and access to local community resources and to coordinate Homeless Outreach Services (HOST) services for Santa Rosa.

Utilizing funds provided under the Grant Agreement, Contractor will provide the following:

Planned outputs include*:

- 11,000 showers measured by shower logs
- 400 referrals to Coordinated Entry
- 400 hours of PROGRAM operation
- 2,100 homeless individuals will receive basic services, including showers, phone service, storage, mail, and referrals to resources and services

*Laundry service concluded during the first quarter following temporary relocation of the drop-in center.

HSC will provide a system of care and support for homeless people which includes a safe, clean place to stay and referral to appropriate community resources. Planned indicators include:

- 100% of homeless individuals will receive basic services, including showers, phone service, storage, mail, and referrals to resources and services
- 100% of clients will complete intake with staff or a trained homeless volunteer, measured by intake forms on file
- 20% of HSC participants will be engaged and enrolled in Coordinated Entry, who were previously unidentified homeless individuals not previously enrolled in services

HSC will also serve as the outdoor location for the City's Extreme Weather Warming Center to provide temporary relief for the City's unsheltered population in event of an extreme weather event. The Warming Center is a drop-in center to warm-up and charge devices; it is not a shelter and no cots for sleeping will be provided. Operational hours will typically be between 7pm to 7am but may vary based on weather conditions and space availability. Contractor will provide daily updates on Warming Center activities to include the number of individuals served and shelter referrals, any issues encountered, and a final report out on operations.

EXHIBIT B-1: BUDGET
HOMELESS SERVICES CENTER

Fiscal Year 2021-2022

(Catholic Charities of the Diocese of Santa Rosa)

Expenses	Budget Amounts
CDBG Funds	
Salaries	\$51,000
Benefits	\$21,748
Utilities	\$14,362
Telecommunications	\$3,090
Office Supplies	\$1,600
Indirect Costs @ 10%	\$10,200
Total CDBG Funds	\$102,000
Local Funds	
Salaries and Benefits	\$67,500
Utilities	\$13,500
Miscellaneous	\$6,000
Storage Program	\$3,000
Indirect Costs @ 10%	\$10,000
Warming Center Operations*	\$45,000
Total Local Funds	\$145,000
Total Contract Expenses	\$247,000

*Funds budgeted for the Warming Center may be used solely for this purpose. Contractor cannot request a budget modification to reallocate funds for Warming Center Operations for another purpose.