

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number**

24-597 A-1

SAP Number

4400025525

Department of Behavioral Health

Department Contract Representative	Shane Hibbard-Miller
Telephone Number	(909) 386-8264
Contractor	The Mom & Dad Project
Contractor Representative	Megan Meadors
Telephone Number	(909) 878-2326
Contract Term	July 1, 2024 through December 31, 2027
Original Contract Amount	\$1,066,000
Amendment Amount	\$799,500
Total Contract Amount	\$1,865,500
Cost Center	9203352200
Grant Number (if applicable)	N/A

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 1:

San Bernardino County (County) and The Mom & Dad Project (Contractor) hereby agree to amend Contract No. 24-597 as follows:

- I. ARTICLE I Definition of Terminology, paragraph I, is hereby added to read as follows:
 - I. Behavioral Health Services Act (BHSA) - Proposition 1 Behavioral Health Services Act (BHSA): The BHSA, passed in 2024, replaces the Mental Health Services Act (MHSA) of 2004. The MHSA imposed a one percent (1%) tax on personal income over one million dollars (\$1,000,000) to serve individuals with serious mental illness (SMI) and individuals that may be at risk of developing serious mental health conditions. The BHSA reforms funding to prioritize services for people with the most significant mental health needs, while adding the treatment of substance use disorders (SUD), expanding housing interventions, and increasing the behavioral health workforce. It also enhances oversight, transparency, and accountability at the state and local levels.
- II. ARTICLE IV Performance, paragraph A.1, is hereby added and paragraph E, is hereby amended to read as follows:

1. National Curriculum and Training Institute (NCTI): DBH does not provide or fund the NCTI Crossroads Education program effective July 1, 2026. Providers who previously utilized NCTI due to a DBH program requirement may continue using NCTI at their own expense or may replace NCTI with a DBH approved, evidence based cognitive behavioral intervention practice.

E. Data Collection and Performance Outcome Requirements

Contractor shall comply with all local, State, and Federal regulations regarding local, State, and Federal Performance Outcomes measurement requirements and participate in the outcomes measurement process, as required by the State and/or DBH. For Mental Health Services Act (MHSA) programs and/or Behavioral Health Services Act (BHSA) programs, Contractor agrees to meet the goals and intention of the program as indicated in the related MHSA/BHSA Component Plan and most recent update.

Contractor shall comply with all requests regarding local, State, and Federal Performance Outcomes measurement requirements and participate in the outcomes measurement processes as requested.

MHSOAC, DHCS, OSHPD, DBH and other oversight agencies or their representatives have specific accountability and outcome requirements. Timely reporting is essential for meeting those expectations.

1. Contractor must collect, manage, maintain and update client, service and episode data as well as staffing data as required for local, State, and Federal reporting.
2. Contractor shall provide information by entering or uploading required data into:
 - a. County's billing and transactional database system.
 - b. DBH's client information system and, when available, its electronic health record system.
 - c. The "Data Collection and Reporting" (DCR) system, which collects and manages Full Service Partnership (FSP) information.
 - d. Individualized data collection applications as specified by DBH, such as Objective Arts and the Prevention and Early Intervention (PEI) Database.
 - e. Any other data or information collection system identified by DBH, the MHSOAC, OSHPD or DHCS.
3. Contractor shall comply with all requirements regarding paper or online forms:
 - a. Bi-Annual Client Perception Surveys (paper-based): twice annually, or as designated by DHCS. Contractor shall collect consumer perception data for clients served by the programs. The data to be collected includes, but not limited to, the client's perceptions of the quality and results of services provided by the Contractor.
 - b. Client preferred language survey (paper-based), if requested by DBH.
 - c. Intermittent services outcomes surveys.

- d. Surveys associated with services and/or evidence-based practices and programs intended to measure strategy, program, component, or system level outcomes and/or implementation fidelity.
 - e. Network Adequacy Certification Tool (NACT) as required by DHCS and per DBH instructions.
4. Data must be entered, submitted and/or updated in a timely manner for:
- a. All FSP and non-FSP clients: this typically means that client, episode and service-related data shall be entered into the County's billing and transactional database system.
 - b. All service, program, and survey data will be provided in accordance with all DBH established timelines.
 - c. Required information about FSP clients, including assessment data, quarterly updates and key events shall be entered into the DCR online system by the due date or within 48 hours of the event or evaluation, whichever is sooner.
5. Contractor will ensure that data are consistent with DBH's specified operational definitions, that data are in the required format, that data is correct and complete at time of data entry, and that databases are updated when information changes.
6. Data collection requirements may be modified or expanded according to local, State, and/or Federal requirements.
7. Contractor shall submit, monthly, its own analyses of the data collected for the prior month, demonstrating how well the contracted services or functions provided satisfied the intent of the Contract, and indicating, where appropriate, changes in operations that will improve adherence to the intent of the Contract. The format for this reporting will be provided by DBH.
8. Independent research involving clients shall not be conducted without the prior written approval of the Director of DBH. Any approved research must follow the guidelines in the DBH Research Policy.

Note: Independent research means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities.

III. ARTICLE V Funding and Budgetary Restrictions, paragraphs G, I, are hereby amended to read as follows:

- G. The allowable funding sources for this Contract may include: Mental Health Services Act funds (MHSA), Behavioral Health Services Act funds (BHSA), and Federal funds used as match funds to draw down federal funds.
- I. The contract amendment amount of \$799,500 shall increase the total contract amount from \$1,066,000 to \$1,865,500 for the contract term.

IV. ARTICLE XIV Duration and Termination, paragraph A, is hereby amended to read as follows:

A. The term of this Agreement shall be from July 1, 2024, through December 31, 2027, inclusive.

V. ARTICLE XVII Personnel, paragraph M, is hereby amended to read as follows:

M. Levine Act Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

Contractor has disclosed to the County using Attachment III – Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, Auditor-Controller/Treasurer/Tax Collector and the District Attorney] within the earlier of: (1) the date of the submission of Contractor's proposal to the County, or (2) 12 months before the date this Contract was approved by the Board of Supervisors. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer for 12 months after the County's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the County a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Board of Supervisors or other County elected officer within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

VI. ARTICLE XIX Licensing, Certification and Accreditation, paragraph H.3.a is hereby amended to read as follows:

a. S&I List can be accessed at <https://data.chhs.ca.gov/dataset/provider-suspended-and-ineligible-list-s-i-list>.

VII. ADDENDUM I, ARTICLE III DESCRIPTION OF SPECIFIC SERVICES TO BE PROVIDED, paragraphs B.9., B.10., and B.10.e., are hereby amended to read as follows:

9. NCTI Crossroads Education and Training Institute (NCTI) may be offered to youth and TAY for providers who previously participated in providing NCTI.

10. Contract provider may provide cognitive behavioral change curriculum classes utilizing the National Curriculum and Training Institute® (NCTI®) Crossroads curriculum and Real Colors® Personality Instrument. Providers who previously utilized NCTI due to a DBH program requirement may continue using NCTI at their own expense or may replace NCTI with a DBH approved, evidence based cognitive behavioral intervention practice.

e. The contract provider is responsible for the costs associated with delivering NCTI® services.

VIII. SCHEDULE A Planning Estimates FY 2026-27 through 2027-28 and SCHEDULE B Program Budget FY 2026-27 through 2027-28 are hereby added as attached.

IX. ATTACHMENT III Campaign Contribution Disclosure (SB 1439) is hereby removed and replaced with Levine Act – Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439) as attached.

X. All other terms, conditions and covenants in the basic agreement remain in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

IN WITNESS WHEREOF, the San Bernardino County and the Contractor have each caused this Contract Amendment to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

► Dawn Rowe

Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 09 2026

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

By Lynna Moore
Lynna Moore, Clerk of the Board of Supervisors
of San Bernardino County

By [Signature]
Deputy



The Mom & Dad Project

(Print or type name of corporation, company, contractor, etc.)

Signed by: [Signature]
By ► [Signature]
Authorized signature - sign in blue ink)

Name Megan Meadors

(Print or type name of person signing contract)

Title Executive Director

(Print or Type)

Dated: 5/21/2026

Address 41820 Garstin Drive

Big Bear Lake, CA 92314

FOR COUNTY USE ONLY

Approved as to Legal Form

Signed by: Dawn Martin
Dawn Martin, Deputy County Counsel

Date 5/21/2026

Reviewed for Contract Compliance

Signed by: Michael Shin
Michael Shin, Administrative Manager

Date 5/21/2026

Reviewed/Approved by Department

Signed by: Joshua Dugas
Joshua Dugas, Acting Director

Date 5/21/2026

SCHEDULES A & B

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH

Family Resource Center

Actual Cost Contract (cost reimbursement)

Contractor Name: The Mom & Dad Project
Region: Mountains
Contract #:
Address: 41965 Big Bear Blvd
Big Bear Lake Ca 92315
Date Form Completed: Updated

Prepared by: Megan Meadors
Title: Executive Director

FY 2026 - 2027
July 1, 2026 - June 30, 2027

Family Resource Center									
		Distribution							
		5.00%		5.00%		55.00%		35.00%	
		Early Intervention Services				Prevention Services			
		Case Management 01-09		Mental Health Services 10- 19; 30-38; 40-48; 50-57		Mental Health Promotion 10-19		Community Client Services 20-29	

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SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B

Contractor Name: The Mom & Dad Project
Region Mountains
Contract #
Address: 41965 Big Bear Blvd
Big Bear Lake Ca 92315
Date Form Completed:
Updated:

July 1, 2026 - June 30, 2027

Prepared by: Megan Meadors
Title: Executive Director

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

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ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT (%) CHARGED TO CONTRACT	TOTAL COST TO CONTRACT
1 Program Supplies	\$19,990	80%	\$15,992	20%	\$3,998
2 Incentives	\$12,000	80%	\$9,600	20%	\$2,400
3 Staff Development	\$2,500	50%	\$1,250	50%	\$1,250
4 Advertising/Outreach	\$19,000	76%	\$14,440	24%	\$4,560
5 Design/Printing	\$4,500	50%	\$2,250	50%	\$2,250
6 Office Supplies and Materials	\$10,183	80%	\$8,146	20%	\$2,037
7 Office Equipment	\$10,670	80%	\$8,536	20%	\$2,134
8 Rent at FRC	\$62,400	50%	\$31,200	50%	\$31,200
9 Utilities	\$8,000	70%	\$5,600	30%	\$2,400
10 Food for clases/meetings	\$16,500	80%	\$13,200	20%	\$3,300
11 Travel	\$10,000	89%	\$8,900	11%	\$1,100
12 Indirect	\$43,934	0%	\$0	100%	\$43,934
13		100%	\$0		\$0
14		100%	\$0		\$0
15		100%	\$0		\$0
SUBTOTAL B:	\$219,677		\$119,114		\$100,563
GROSS TOTAL STAFFING AND OPERATING COSTS					\$533,000

SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B
BUDGET NARRATIVE

July 1, 2026 - June 30, 2027

Contractor Name: The Mom & Dad Project
Region Mountains
Contract #
Address: 41965 Big Bear Blvd
Big Bear Lake Ca 92315
Date Form Completed:
Updated

Prepared by: Megan Meadors
Title: Executive Director

Budget Narrative for Operating Expenses. Explain each expense by line item. Provide an explanation for determination of all figures (rate, duration, quantity, Benefits, FTEs, etc.) for example explain how overhead or indirect cost were calculated.

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ITEM	Justification of Cost
1 Program Supplies	Program Supplies: Supplies such as books, educational toys, learning aids, and other materials for children's programs or parenting workshops. Materials for counseling sessions such as tissues, art supplies for therapeutic activities, and educational resources for mental health support. Tablets, internet access, or technology equipment to help families bridge the digital divide and access online resources and services. Games, sports equipment, and recreational activities for children and families to enjoy together, promoting bonding and stress relief. Books, language learning materials, and literacy programs for families where English is a second language or literacy levels are low. Training manuals, videos, and resources to support the professional development of staff and volunteers working at the center. Surveys, assessment forms, and data collection tools to evaluate the effectiveness of programs and gather feedback from clients. Uniforms for well-child and outreach events.
2 Incentives	Incentives: Implementing incentive programs where clients earn points or rewards for attending workshops, completing educational programs, or achieving personal goals. These rewards could be redeemed for goods or services provided by the center or local businesses. Providing free books, educational toys, or learning materials for children as incentives for parents to attend parenting workshops or literacy programs. Offering personal care items such as toiletries, diapers, or hygiene products as incentives or giveaways for attending health and wellness workshops or appointments. Distributing clothing vouchers, household goods, or furniture vouchers to families in need as incentives for participating in financial literacy programs or job training workshops. Organizing community events, outings, or recreational activities such as picnics, movie nights, or field trips as incentives for families to engage with the center and each other. Offering incentives such as baby care products, parenting books, or child development resources for attending parenting classes or workshops. Acknowledging and celebrating clients' achievements, milestones, or progress toward their goals through certificates, awards, or public recognition ceremonies. Offering incentives such as blenders and toaster or other household items for families who have completed a class for parenting as a need for their family

SCHEDULES A & B

3 Staff Development	Staff Training: Providing regular training sessions to equip staff with the necessary skills and knowledge to effectively serve the needs of families. This training can cover topics such as counseling techniques, conflict resolution, cultural competence, trauma-informed care, and program-specific skills. Trainings will need to take place in the NCTI curriculum. Offering opportunities for staff to attend conferences, workshops, seminars, and online courses related to their field of work. This allows them to stay updated on best practices, emerging trends, and new research in areas relevant to family support and social services. Identifying and nurturing emerging leaders within the organization through mentorship programs, leadership training, and opportunities for increased responsibility and decision-making. Developing strong leadership skills among staff members ensures effective management and continuity of services. Providing staff with training and resources to enhance their cultural competence and sensitivity when working with families from diverse backgrounds. This includes understanding and respecting cultural differences, addressing implicit biases, and adapting services to meet the unique needs of each family. Keeping staff updated on the latest technology tools and platforms used in their work, such as client management systems, telehealth platforms, and online communication tools. This ensures that staff can leverage technology effectively to improve service delivery and client engagement. Promoting staff well-being through self-care initiatives, stress management techniques, and access to resources for mental health support. Taking care of staff members' physical and emotional well-being is essential for preventing burnout and maintaining a positive work environment. Organizing team-building activities, retreats, and social events to foster camaraderie, collaboration, and a sense of belonging among staff members. Strong team dynamics contribute to a positive workplace culture and improved job satisfaction.
4 Advertising/Outreach	Advertising/Outreach Materials :Develop a strong visual identity for the FRC, including a logo and brand colors, that reflects the center's values and mission. Consistency in branding helps establish recognition and credibility. Design informative brochures and flyers that highlight the FRC's services, programs, and contact information. Use concise language, bullet points, and compelling imagery to capture attention and convey key messages. Create eye-catching posters and banners to promote specific events, workshops, or campaigns hosted by the FRC. Include event details, dates, and calls to action to encourage participation. Establish active profiles on popular social media platforms such as Facebook, Twitter, and Instagram to engage with the community, share updates, and promote events. Utilize multimedia content, including photos, videos, and infographics, to enhance visibility and engagement. Collaborate with local businesses, schools, churches, healthcare providers, and other community organizations to expand outreach efforts and reach a broader audience. Distribute materials through partner networks and leverage their platforms for promotion. Ensure that advertising and outreach materials are available in multiple languages to accommodate diverse language preferences within the community. Translate key information into commonly spoken languages to improve accessibility and inclusivity. Designing and ordering promotional materials with consistent branding as give away items highlighting the FRC at outreach and community events. By employing these strategies and incorporating key elements into advertising and outreach materials, a Family Resource Center can effectively raise awareness, attract clients, and connect with the community to fulfill its mission of supporting families in need.
5 Design/Printing	Design/Printing: Paying for design and printing for a Family Resource Center's advertising and outreach materials is an essential investment in promoting the center's services and reaching the community effectively. Budget for printing expenses, including the cost of printing materials such as brochures, flyers, posters, banners, and business cards. Consider factors such as paper quality, quantity, size, color options, and finishing options (e.g., matte or glossy finish, laminating). Allocate funds for hiring graphic designers or design agencies to create professional, visually appealing materials that reflect the FRC's brand and messaging. Design costs may vary depending on the complexity of the project, the experience level of the designer, and any additional services required (e.g., logo design, branding, revisions)
6 Office Supplies and Materials	Office Supplies and materials: Procuring office supplies and materials is essential for the smooth operation of a Family Resource Center (FRC) to support administrative tasks, client services, and program implementation. Here's a comprehensive list of typical office supplies and materials needed for an FRC. Paper Products, writing instruments, filing and Organization system, desk accessories, furniture and cabinets to lock important documents, Office Equipment, communication tools, presentation supplies, storage solution, office furniture, cleaning and maintenance, safety and security.

SCHEDULES A & B

7 Office Equipment	Copier, computers and other technological equipment needed to run the FRC and associated programs. This would include work phones and carriers in order for CHWs, Facilitators, Childcare workers to communicate with clients as a part of their outreach, recruitment, retention and case management done with clients. Also included would be programs and software needed for the FRC to move the mission, vision, work and contract requirements forward.
8 Rent at FRC	Rent at FRC: Renting a space provides the FRC with access to facilities such as offices, meeting rooms, counseling rooms, and common areas. These spaces are essential for delivering services, conducting programs, and facilitating client interactions. Renting a space allows the FRC to choose a location that is convenient and accessible to the community it serves. Being located in a central or easily reachable area increases the center's visibility and ensures that families can easily access its services. Renting a dedicated space helps create a professional and welcoming environment for clients and staff. A well-maintained facility with appropriate amenities enhances the credibility and reputation of the FRC within the community. Rent typically covers expenses related to infrastructure and utilities.
9 Utilities	Utilities to run the FRC- phones, internet, hot spots etc needed to run the center both onsite as well as satellite sites.
10 Food for classes/meetings	Used to incentivize families to attend classes, activities and workshops. Used for staff meeting and trainings related to the family support initiative
11 Travel	travel expenses related to trainings, workshops and funder meetings. Used for gas on The Mom & Dad Project car when used for activities specific to this contract.
12 Indirect	Indirect costs associated with running the FRC at a 10% rate
13	
14	
15	

SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B

Contractor Name: The Mom & Dad Project

Region: Mountains

Contract #

Address: 41965 Big Bear Blvd

Big Bear Lake Ca 92315

July 1, 2026 - June 30, 2027

Date Form Completed:
Updated

Year to Date Unduplicated Participant Count			
Early Intervention		Mental Health Promotion	Comm. Client Services
Case Management	MHS		Program
68	68	827	1,324

Family Resource Center

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Service Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	5	5	5	7	7	5	5	7	7	5	5	5	68
	Mental Health Services	6	5	7	5	9	4	4	6	6	6	6	4	68
Mental Health Promotion		62	70	75	72	76	62	62	72	71	70	72	63	827
Community Client Services		32	31	30	36	30	28	22	43	32	30	23	24	361
TOTAL		105	111	117	120	122	99	93	128	116	111	106	96	1324

Hours Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	42	42	42	42	42	42	42	42	42	42	42	42	499
	Mental Health Services	42	42	42	42	42	42	42	42	42	42	42	42	499
Mental Health Promotion		458	458	458	458	458	458	458	458	458	458	458	458	5,491
Community Client Services		291	291	291	291	291	291	291	291	291	291	291	291	3,494
TOTAL		832	832	832	832	832	832	832	832	832	832	832	832	9,984

Cost Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 28,650
	Mental Health Services	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 28,650
Mental Health Promotion		\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 293,150
Community Client Services		\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 186,550
TOTAL		\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 533,000

SCHEDULES A & B

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH

Actual Cost Contract (cost reimbursement)

Family Resource Center

Contractor Name: The Mom & Dad Project

Region Big Bear/Mountains

Contract #

Address: 41065 Big Bear Blvd
Big Bear Lake Ca 92315

Date Form Completed: 5/8/2026

FY 2027 - 2028

July 1, 2027 - December 31, 2027

Prepared by: Megan Meadors
Title: Executive Director

Family Resource Center									
		Distribution							
		5.00%		Mode 15		5.00%		35.00%	
		Early Intervention Services				Prevention Services			
		Case Management 01-08		Mental Health Services 10- 19; 30-38; 40-48; 50-57		Mental Health Promotion 10-19		Community Client Services 20-29	
COMPONENTS									
#								TOTAL	
1	EXPENSES								
2	SALARIES	\$	8,137	\$	8,137	\$	80,511	\$	58,962
3	BENEFITS	\$	2,688	\$	2,688	\$	29,564	\$	18,814
4	(2+3 must equal total staffing costs)	\$	10,825	\$	10,825	\$	119,075	\$	75,775
5	OPERATING EXPENSES	\$	2,500	\$	2,500	\$	27,500	\$	17,500
6	TOTAL EXPENSES (2+3+5)	\$	13,325	\$	13,325	\$	148,575	\$	93,275
7	AGENCY REVENUES								
8	PATIENT FEES								
9	PATIENT INSURANCE								
10	GRANTS/OTHER								
11	TOTAL AGENCY REVENUES (8+9+10)	\$	-	\$	-	\$	-	\$	-
12	CONTRACT AMOUNT (6-11)	\$	13,325	\$	13,325	\$	148,575	\$	93,275
13	FUNDING								
14	MHSA	\$	13,325	\$	13,325	\$	148,575	\$	93,275
15	TOTAL FUNDING	\$	13,325	\$	13,325	\$	148,575	\$	93,275
16	TARGET COST PER UNIT OF SERVICE (Minutes)	\$	0.93	\$	0.93				
17	UNITS OF TIME (Minutes)		14,352		14,352				
18	UNDUPPLICATED PARTICIPANTS								
19	TOTAL UNDUPPLICATED PARTICIPANTS		34		36		417		187
20	COST PER UNDUPPLICATED PARTICIPANT	\$	391.91	\$	370.14	\$	351.50	\$	498.80
21	SERVICES								
22	TOTAL SERVICES		34		36		417		187
23	COST PER TOTAL SERVICES	\$	391.91	\$	370.14	\$	351.50	\$	498.80

APPROVED:

	05/21/26	05/21/26	05/21/26	05/21/26
Nicole McGivney (May 21, 2026 07:17:49 PDT)	Thelma Rodriguez	Jeanine Wymmer	Jeanine Wymmer	Jeanine Wymmer
PROVIDER AUTHORIZED SIGNATURE	DBH PSAS	DBH PSAS	DBH PROGRAM MANAGER	DBH PROGRAM MANAGER
Nicole McGivney	Thelma Rodriguez	Jeanine Wymmer	Jeanine Wymmer	Jeanine Wymmer
PROVIDER AUTHORIZED SIGNER (PRINT NAME)	DBH PSAS (PRINT NAME)	DBH PSAS (PRINT NAME)	DBH PROGRAM MANAGER (PRINT NAME)	DBH PROGRAM MANAGER (PRINT NAME)

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SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B

Contractor Name: The Mom & Dad Project
Region: Big Bear Mountains
Contract #:
Address: 41965 Big Bear Blvd
Big Bear Lake Ca 92315
Date Form Completed: 5/9/2026
Updated

Prepared by: Megan Meadors
Title: Executive Director

July 1, 2027 - December 31, 2027

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

0

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT (%) CHARGED TO CONTRACT	TOTAL COST TO CONTRACT	Budget Revision	
						Request Change	Revised Budget
1 Program Supplies	\$1,200	80%	\$1,080	10%	\$120		120
2 Incentives	\$6,000	90%	\$5,400	10%	\$600		600
3 Staff Development	\$7,500	75%	\$5,625	25%	\$1,875		1,875
4 Advertising/Outreach	\$9,000	85%	\$8,550	5%	\$450		450
5 Design/Printing	\$4,500	75%	\$3,375	25%	\$1,125		1,125
6 Office Supplies and Materials	\$5,060	90%	\$4,554	10%	\$506		506
7 Office Equipment	\$5,060	93%	\$4,706	7%	\$354		354
8 Rent at FRC	\$31,200	50%	\$15,600	50%	\$15,600		15,600
9 Utilities	\$4,000	70%	\$2,800	30%	\$1,200		1,200
10 Food for classes/meetings	\$5,000	0%	\$0	100%	\$5,000		5,000
11 Travel	\$1,000	0%	\$0	100%	\$1,000		1,000
12 Indirect	\$22,169	0%	\$0	100%	\$22,169		22,169
13		100%	\$0		\$0		0
14		100%	\$0		\$0		0
15		100%	\$0		\$0		0
SUBTOTAL B:	\$101,689		\$51,690		\$49,999	0	49,999
GROSS TOTAL STAFFING AND OPERATING COSTS					\$483,001		

SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B
BUDGET NARRATIVE

July 1, 2027 - December 31, 2027

Contractor Name: The Mom & Dad Project

Region Big Bear/Mountains

Contract #

Address: 41965 Big Bear Blvd

Big Bear Lake Ca 92315

Date Form Completed: 5/5/2026

Updated

Prepared by: Megan Meadors
Title: Executive Director

Budget Narrative for Operating Expenses. Explain each expense by line item. Provide an explanation for determination of all figures (rate, duration, quantity, Benefits, FTE's, etc.) for example explain how overhead or indirect cost were calculated.

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ITEM	Justification of Cost
1 Program Supplies	Program Supplies: Supplies such as books, educational toys, learning aids, and other materials for children's programs or parenting workshops. Materials for counseling sessions such as tissues, art supplies for therapeutic activities, and educational resources for mental health support. Tablets, internet access, or technology equipment to help families bridge the digital divide and access online resources and services. Games, sports equipment, and recreational activities for children and families to enjoy together, promoting bonding and stress relief. Books, language learning materials, and literacy programs for families where English is a second language or literacy levels are low. Training manuals, videos, and resources to support the professional development of staff and volunteers working at the center. Surveys, assessment forms, and data collection tools to evaluate the effectiveness of programs and gather feedback from clients. Uniforms for well-child and outreach events.
2 Incentives	Incentives: Implementing incentive programs where clients earn points or rewards for attending workshops, completing educational programs, or achieving personal goals. These rewards could be redeemed for goods or services provided by the center or local businesses. Providing free books, educational toys, or learning materials for children as incentives for parents to attend parenting workshops or literacy programs. Offering personal care items such as toiletries, diapers, or hygiene products as incentives or giveaways for attending health and wellness workshops or appointments. Distributing clothing vouchers, household goods, or furniture vouchers to families in need as incentives for participating in financial literacy programs or job training workshops. Organizing community events, outings, or recreational activities such as picnics, movie nights, or field trips as incentives for families to engage with the center and each other. Offering incentives such as baby care products.
3 Staff Development	Staff Training: Providing regular training sessions to equip staff with the necessary skills and knowledge to effectively serve the needs of families. This training can cover topics such as counseling techniques, conflict resolution, cultural competence, trauma-informed care, and program-specific skills. Trainings will need to take place in the NCTI curriculum. Offering opportunities for staff to attend conferences, workshops, seminars, and online courses related to their field of work. This allows them to stay updated on best practices, emerging trends, and new research in areas relevant to family support and social services. Identifying and nurturing emerging leaders within the organization through mentorship programs, leadership training, and opportunities for increased responsibility and decision-making. Developing strong leadership skills among staff members ensures effective management and continuity of services. Providing staff with training and resources to enhance their
4 Advertising/Outreach	Advertising/Outreach Materials: Develop a strong visual identity for the FRC, including a logo and brand colors, that reflects the center's values and mission. Consistency in branding helps establish recognition and credibility. Design informative brochures and flyers that highlight the FRC's services, programs, and contact information. Use concise language, bullet points, and compelling imagery to capture attention and convey key messages. Create eye-catching posters and banners to promote specific events, workshops, or campaigns hosted by the FRC. Include event details, dates, and calls to action to encourage participation. Establish active profiles on popular social media platforms such as Facebook, Twitter, and Instagram to engage with the community, share updates, and promote events. Utilize multimedia content, including photos, videos, and infographics, to enhance visibility and engagement. Collaborate with local businesses, schools, churches, healthcare providers, and other

SCHEDULES A & B

5	Design/Printing	Design/Printing: Paying for design and printing for a Family Resource Center's advertising and outreach materials is an essential investment in promoting the center's services and reaching the community effectively. Budget for printing expenses, including the cost of printing materials such as brochures, flyers, posters, banners, and business cards. Consider factors such as paper quality, quantity, size, color options, and finishing options (e.g., matte or glossy finish, laminating). Allocate funds for hiring graphic designers or design agencies to create professional, visually appealing materials that reflect the FRC's brand and messaging. Design costs may vary depending on the complexity of the project, the experience level of the designer, and any additional services required (e.g., logo design, branding, revisions).
6	Office Supplies and Materials	Office Supplies and materials: Procuring office supplies and materials is essential for the smooth operation of a Family Resource Center (FRC) to support administrative tasks, client services, and program implementation. Here's a comprehensive list of typical office supplies and materials needed for an FRC: Paper Products, writing instruments, filing and Organization system, desk accessories, furniture and cabinets to lock important documents, Office Equipment, communication tools, presentation supplies, storage solution, office furniture, cleaning and maintenance, safety and security.
7	Office Equipment	Copier, computers and other technological equipment needed to run the FRC and associated programs. This would include work phones and carriers in order for CHWs, Facilitators, Childcare workers to communicate with clients as a part of their outreach, recruitment, retention and case management done with clients. Also included would be programs and software needed for the FRC to move the mission, vision, work and contract requirements forward.
8	Rent at FRC	Rent at FRC: Renting a space provides the FRC with access to facilities such as offices, meeting rooms, counseling rooms, and common areas. These spaces are essential for delivering services, conducting programs, and facilitating client interactions. Renting a space allows the FRC to choose a location that is convenient and accessible to the community it serves. Being located in a central or easily reachable area increases the center's visibility and ensures that families can easily access its services. Renting a dedicated space helps create a professional and welcoming environment for clients and staff. A well-maintained facility with appropriate amenities enhances the credibility and reputation of the FRC within the community. Rent typically covers expenses related to infrastructure and utilities.
9	Utilities	Utilities to run the FRC: phones, internet, hot spots etc needed to run the center both onsite as well as satellite sites.
10	Food for classes/meetings	Used to incentivize families to attend classes, activities and workshops. Used for staff meeting and trainings related to the family support initiative
11	Travel	travel expenses related to trainings, workshops and funder meetings. Used for gas on The Mom & Dad Project car when used for activities specific to this contract.

SCHEDULES A & B

12 Indirect	Indirect costs associated with running the FRC at a 10% rate
13	
14	
15	

SCHEDULES A & B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B
FY 2027 - 2028

Contractor Name: The Mom & Dad Project
Region: Big Bear/Mountains
Contract #: 41965 Big Bear Blvd
Address: Big Bear Lake Ca 92315
Date Form Completed: 5/5/2026
Updated

July 1, 2027 - December 31, 2027

Year to Date Unduplicated Participant Count				
Early Intervention		Mental Health Promotion	Comm. Client Services	Program
Case Management	MHS	36	417	187
34				674

Family Resource Center

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Service Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	5	5	5	7	7	5							34
	Mental Health Services	6	5	7	5	9	4							36
Mental Health Promotion		62	70	75	72	76	62							417
Community Client Services		32	31	30	36	30	28							187
TOTAL		105	111	117	120	122	99	0	0	0	0	0	0	674
Hours Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	40	40	40	40	40	40							239
	Mental Health Services	40	40	40	40	40	40							239
Mental Health Promotion		439	439	439	439	439	439							2,631
Community Client Services		279	279	279	278	279	279							1,674
TOTAL		797	797	797	797	797	797	0	0	0	0	0	0	4,784
Cost Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221							\$ 13,325
	Mental Health Services	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221	\$ 2,221							\$ 13,325
Mental Health Promotion		\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429	\$ 24,429							\$ 146,575
Community Client Services		\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546	\$ 15,546							\$ 93,275
TOTAL		\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ 44,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 266,500



Levine Act – Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or County policy
- Contracts with labor unions regarding employee salaries and benefits
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of development agreements unless there is a material modification or amendment to the agreement
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

DEFINITIONS

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, District Attorney, Auditor-Controller/Treasurer/Tax Collector] for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the County in a proceeding on the matter for the purpose of influencing the County's decision on the matter; or (c) communicates with County employees, for the purpose of influencing the County's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Board or County employees for purposes of influencing the County's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Board of Supervisors. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

Contractors must respond to the questions on the following pages. If a question does not apply respond N/A or Not Applicable.

1. Name of Contractor: The Mom & Dad Project
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?
 Yes ☒ If yes, skip Question Nos. 3-4 and go to Question No. 5 No ☐
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: _____
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):

5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
N/A	

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
N/A		

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the County or board governed special district.

Company Name	Subcontractor(s):	Principal and/or Agent(s):
N/A		

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Board and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name
N/A	

9. Was a campaign contribution, of more than \$500, made to any member of the San Bernardino County Board of Supervisors or other County elected officer within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☒

Yes ☐ If **yes**, please provide the contribution information in Question 11.

10. Has an agent of Contractor made a campaign contribution of any amount to any member of the San Bernardino County Board of Supervisors or other elected officer involved with this Contract while award of this Contract is being considered?

No ☒

Yes ☐ If **yes**, please provide the contribution information in Question 11.

11. Name of Board of Supervisor Member or other County elected officer: N/A

Name of Contributor: _____

Date(s) of Contribution(s): _____

Amount(s): _____

Please add an additional sheet(s) to identify additional Board Members or other County elected officers to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor acknowledges that agents are prohibited from making any campaign contributions, regardless of amount, to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County. Contractor understands that the other individuals and entities (excluding agents) listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County.