

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



Contract Number

20-245 A-4

SAP Number

4400014297

Transitional Assistance Department

Department Contract Representative	Marianna Martinez, Contract Analyst
Telephone Number	(909) 388-0212
Contractor	Morongo Basin Unity Home, Inc
Contractor Representative	Susanna Barnett, Executive Director
Telephone Number	(760) 366-1247
Contract Term	07/01/2020 through 06/30/2025
Original Contract Amount	\$1,261,804
Amendment Amount	\$ 352,951
Total Contract Amount	\$1,614,755
Cost Center	5017601000 and 5017611000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 4

It is hereby agreed to amend Contract No. 20-245, effective as follows:

SECTION V. FISCAL PROVISIONS, amend Paragraph A. to read as follows:

- A. The maximum amount of reimbursement under this Contract shall not exceed \$1,614,755 of which \$1,404,755 may be federally funded and shall be subject to availability of funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel and per diem.
- \$302,951 for FY 2020-21.
 - \$302,951 for FY 2021-22.
 - \$302,951 for FY 2022-23.
 - \$352,951 for FY 2023-24.
 - \$352,951 for FY 2024-25.

To ensure there is enough Presley funding for all providers, each provider's Presley fund spending will be capped by year-to-date totals as follows:

Month	Total YTD Presley Spending
July	\$3,500.00
August	\$7,000.00
September	\$10,500.00
October	\$14,000.00
November	\$17,500.00
December	\$21,000.00
January	\$24,500.00
February	\$28,000.00
March	\$31,500.00
April	\$35,000.00
May	\$38,500.00
June	\$42,000.00

Each provider will be limited to one month's worth of funds (\$3,500.00) each month.

Under spending in one month will be rolled over to the next month(s) and can be spent in addition to the next month's funding.

Total year-to-date spending for Presley funds will not be allowed to exceed the schedule to the left.

Reimbursement under this Contract shall be based on a cost reimbursement method and is limited to the obligations and expenditures specified in the Program Budget, included as Attachment F. Such expenditures shall be further limited to those that are considered both reasonable and necessary, meaning the nature and amount does not exceed what an ordinary prudent person in the conduct of competitive business would incur.

SECTION VIII. TERM is amended to read as follows:

This Contract is effective as of July 1, 2020, and is extended from its previous expiration date of June 30, 2024, to expire on June 30, 2025, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

ATTACHMENT F – PROGRAM BUDGET:

Add Program Budget for FY 2024-25

All other terms and conditions of Contract No. 20-245 remain in full force and effect.

This Contract 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 Contract (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 Contract upon request.

SAN BERNARDINO COUNTY

▶ *Dawn Rowe*
Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 11 2024
SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

By *Lynna Monell*
Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County
Deputy



MORONGO BASIN UNITY HOME, INC.

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

By ▶ *Susanna Barnett*
(Authorized signature - sign in blue ink)

Name Susanna Barnett
(Print or type name of person signing contract)

Title Executive Director
(Print or Type)

Dated: May 14, 2024

Address PO Box 966
Yucca Valley, CA 92286

FOR COUNTY USE ONLY

Approved as to Legal Form
▶ *Adam Ebright*
Adam Ebright, Deputy County Counsel
Date May 20, 2024

Reviewed for Compliance
▶ *Patty Steven*
Patty Steven, Contracts Manager
Date May 20, 2024

Reviewed/Approved by Department
▶ *James LoCurto*
James LoCurto, Director
Date May 20, 2024

Morongo Basin Unity Home, Inc Program Contract Effective 07/01/24 Domestic Abuse (DA) Intervention and Shelter Services July 01, 2024 - June 30, 2025				
Cost Item		TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	Proposed Budget Amounts
A. Salaries and Benefits				
1	Job Title: Executive Director			
	Salary:	\$107,300.00	15.00%	\$16,095.00
	Benefits:	\$26,825.00	15.00%	\$4,023.75
2	Job Title: Sr Mgr/HR Administrator			
	Salary:	\$74,000.00	15.00%	\$11,100.00
	Benefits:	\$18,500.00	15.00%	\$2,775.00
3	Job Title: Fiscal Mgr / DA Legal Advocate			
	Salary:	\$45,760.00	35.00%	\$16,016.00
	Benefits:	\$13,478.91	35.00%	\$4,717.62
4	Job Title: DA Prevention Education/Program Mgr			
	Salary:	\$45,760.00	40.00%	\$18,304.00
	Benefits:	\$15,100.80	40.00%	\$6,040.32
5	Job Title: CW Case Worker			
	Salary:	\$37,440.00	100.00%	\$37,440.00
	Benefits:	\$5,616.00	100.00%	\$5,616.00
6	Job Title: DA Statistical Data			
	Salary:	\$47,840.00	30.00%	\$14,352.00
	Benefits:	\$12,247.04	30.00%	\$3,674.11
7	Job Title: Shelter Lead			
	Salary:	\$43,680.00	50.00%	\$21,840.00
	Benefits:	\$17,472.00	50.00%	\$8,736.00
8	Job Title: DA Advocate FT/PT/OC/Childcare (Shelter, Outreach, Transitional)			
	Salary:	\$277,680.00	35.00%	\$97,188.00
	Benefits:	\$41,652.00	35.00%	\$14,578.20
SUBTOTALS		\$830,351.75		\$282,496.00
B. Operational Costs				
Cost Item		TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	Proposed Budget Amounts
1	Insurance	\$30,000.00	15.00%	\$4,500.00
2	Professional Accounting Services	\$36,000.00	15.00%	\$5,400.00
3	IT/Equipment Rental	\$10,000.00	15.00%	\$1,500.00
4	Supplies/General & Program & Occupancy	\$8,700.00	15.00%	\$1,305.00
5	Maintenance and Repairs (Outreach, Shelter & Transition)	\$25,000.00	15.00%	\$3,750.00
6	Utilities Outreach, Shelter & Transition (electricity, water, gas, trash, telephone and internet)	\$40,000.00	30.00%	\$12,000.00
	Presley	\$42,000.00	100.00%	\$42,000.00
SUBTOTALS		\$228,094.21		\$70,455.00
SUBTOTALS, (A) above		\$664,508.92		\$282,496.00
TOTALS		\$892,603.13		\$352,951.00

Morongo Basin Unity Home, Inc
CalWORKs/Presley Domestic Abuse (DA) Intervention and Shelter Services
Program Contract Effective 07/01/24
July 01, 2024 - June 30, 2025

Provide explanation and justification for every line item declared in Program Budget Summary for both A. Salaries and Benefits and B. Administrative Costs. Narration is required on how and why the organization derived the cost to organization, the percent

Item #	Item Description	Narrative (Explanation/Justification)					
A							
1	Executive Director	Responsible and accountable for all agency operations; specific accountability for this project; provides direct services, including answering crisis line and case management; direct supervision of Administrative and Management staff; oversees Shelter and Clinical Services in developing and implementing programs for delivery of direct services; is agency liaison with community, participates in community task forces, provides community education Allocation is based upon time spent on program, documented on the personnel activity sheet.					
	Salary:	1.00 FTE @	Budget	x	Rate	=	Proposed
	Benefits:		\$107,300.00	x	15.00%	=	\$16,095.00
			\$26,825.00	x	15.00%	=	\$4,023.75
							312 hours
2	Sr Mgr/HR Administrator	Responsible for working with management to develop staff procedures, revise policies and update job descriptions. Responsible for staff scheduling, pay roll, workmans comp and liability insurance. Back ground scheduling. Keep and maintain all personal files. And all Human Resource responsibilities. Allocation is based upon time spent on program, documented on the personnel activity sheet.					
	Salary:	1.00 FTE @	Budget	x	Rate	=	Proposed
	Benefits:		\$74,000.00	x	15.00%	=	\$11,100.00
			\$18,500.00	x	15.00%	=	\$2,775.00
							312 hours
3	Fiscal Mgr / DA Legal Advocate	Provides direct legal advocacy services to all agency clients, including preparation of restraining orders and coordination of attorney referral services for child custody orders; provides counseling services and DA education services to agency clients. Allocation is based upon time spent on program, documented on the personnel activity sheet.					
	Salary:	1.00 FTE @	Budget	x	Rate	=	Proposed
	Benefits:		\$45,760.00	x	35.00%	=	\$16,016.00
			\$13,478.91	x	35.00%	=	\$4,717.62
							728 hours
4	DA Prevention Education/ProgramMgr	Provides program and administrative support (58%), conducts all educational functions, media relations & works as a liaison aboard the military base, makes community Presentations (42%) and Oversees Law Enforcement Task force Allocation is based upon time spent on program, documented on the personnel activity sheet.					
		1.00 FTE @	Budget	x	Rate	=	Proposed
			\$45,760.00	x	40.00%	=	\$18,304.00
			\$15,100.80	x	40.00%	=	\$6,040.32
							832 hours

<p>5 CW Case Worker</p>	<p>Outreach Staff is responsible for intake screening, information referral for Calw orks recipients/applications and program administration</p> <p>Allocation is based upon time spent on program, documented on the personnel activity sheet.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th>Budget</th> <th>Rate</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>Salary:</td> <td>1.00 FTE @ \$37,440.00</td> <td>x 100.00% =</td> <td>\$37,440.00</td> </tr> <tr> <td>Benefits:</td> <td>\$5,616.00</td> <td>x 100.00% =</td> <td>\$5,616.00</td> </tr> </tbody> </table> <p style="text-align: right;">2080 hours</p>		Budget	Rate	Proposed	Salary:	1.00 FTE @ \$37,440.00	x 100.00% =	\$37,440.00	Benefits:	\$5,616.00	x 100.00% =	\$5,616.00
	Budget	Rate	Proposed										
Salary:	1.00 FTE @ \$37,440.00	x 100.00% =	\$37,440.00										
Benefits:	\$5,616.00	x 100.00% =	\$5,616.00										
<p>6 DA Statistical Data</p>	<p>Collects grant required statistical information from all staff, maintains accurate statistics on all client services. Assists Executive Director w ith grant report preparation; routinely assesses staff reporting to ensure grant compliceance; assists Accountant w ith grant billing, maintains accurate records of accounts payable and receivable, assists in compiling information for annual audits. Purchase and inventory of equipment and supplies. Provides direct client services by answ ering hotline calls, provides phone counseling.</p> <p>Allocation is based upon time spent on program, documented on the personnel activity sheet.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th>Budget</th> <th>Rate</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>Salary:</td> <td>1.00 FTE @ \$47,840.00</td> <td>x 30.00% =</td> <td>\$14,352.00</td> </tr> <tr> <td>Benefits:</td> <td>\$12,247.04</td> <td>x 30.00% =</td> <td>\$3,674.11</td> </tr> </tbody> </table> <p style="text-align: right;">624 hours</p>		Budget	Rate	Proposed	Salary:	1.00 FTE @ \$47,840.00	x 30.00% =	\$14,352.00	Benefits:	\$12,247.04	x 30.00% =	\$3,674.11
	Budget	Rate	Proposed										
Salary:	1.00 FTE @ \$47,840.00	x 30.00% =	\$14,352.00										
Benefits:	\$12,247.04	x 30.00% =	\$3,674.11										
<p>7 Shelter Lead</p>	<p>Oversees daily operations at the Shelter; supervises all Shelter staff; ensures compliance at the Shelter w ith all grant requirements; provides direct client services including counseling w ith clients and their children</p> <p>Allocation is based upon time spent on program, documented on the personnel activity sheet.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th>Budget</th> <th>Rate</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>Salary:</td> <td>1.00 FTE @ \$43,680.00</td> <td>x 50.00% =</td> <td>\$21,840.00</td> </tr> <tr> <td>Benefits:</td> <td>\$17,472.00</td> <td>x 50.00% =</td> <td>\$8,736.00</td> </tr> </tbody> </table> <p style="text-align: right;">1040 hours</p>		Budget	Rate	Proposed	Salary:	1.00 FTE @ \$43,680.00	x 50.00% =	\$21,840.00	Benefits:	\$17,472.00	x 50.00% =	\$8,736.00
	Budget	Rate	Proposed										
Salary:	1.00 FTE @ \$43,680.00	x 50.00% =	\$21,840.00										
Benefits:	\$17,472.00	x 50.00% =	\$8,736.00										
<p>9 DA Advocate FT/PT/OC/Childcare (Shelter, Outreach and Transition)</p>	<p>Provides direct legal advocacy services to all agency clients, including preparation of restraining orders and coordination of attorney referral services for child custody orders; provides counseling services and DA education services to agency clients; makes community presentations; provides referrals and assistance to clients in need of housng, utility assistance, transportation assistance and food. Responsible for shelter-related program deliverables and direct shelter client services, including counseling, case management and group facilitation, on day and sw ing shifts; answ er</p> <p>Allocation is based upon time spent on program, documented on the personnel activity sheet.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th>Budget</th> <th>Rate</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>Salary:</td> <td>7.00 FTE @ \$277,680.00</td> <td>x 35.00% =</td> <td>\$97,188.00</td> </tr> <tr> <td>Benefits:</td> <td>\$41,652.00</td> <td>x 35.00% =</td> <td>\$14,578.20</td> </tr> </tbody> </table> <p style="text-align: right;">5096 hours</p>		Budget	Rate	Proposed	Salary:	7.00 FTE @ \$277,680.00	x 35.00% =	\$97,188.00	Benefits:	\$41,652.00	x 35.00% =	\$14,578.20
	Budget	Rate	Proposed										
Salary:	7.00 FTE @ \$277,680.00	x 35.00% =	\$97,188.00										
Benefits:	\$41,652.00	x 35.00% =	\$14,578.20										
<p>Total Salaries Total Taxes/Benefits Totals</p>	<table border="0" style="width: 100%;"> <tbody> <tr> <td>14.00 FTE</td> <td>\$679,460.00</td> <td></td> <td>\$232,335.00</td> </tr> <tr> <td></td> <td>\$150,891.75</td> <td></td> <td>\$50,161.00</td> </tr> <tr> <td></td> <td><u>\$830,351.75</u></td> <td></td> <td><u>\$282,496.00</u></td> </tr> </tbody> </table>	14.00 FTE	\$679,460.00		\$232,335.00		\$150,891.75		\$50,161.00		<u>\$830,351.75</u>		<u>\$282,496.00</u>
14.00 FTE	\$679,460.00		\$232,335.00										
	\$150,891.75		\$50,161.00										
	<u>\$830,351.75</u>		<u>\$282,496.00</u>										

Item #	Item Description	Narrative (Explanation/Justification)		
B	Operations			
1	Insurance - General Liability	Agency liability and D & O insurance.		
		Budget	Rate	Proposed
		\$30,000.00	x 15.00%	= \$4,500.00
2	Professional Accountant	Consulting services to maintain agency accounting system, chart of accounts and procedures, and annual audit.		
		Budget	Rate	Proposed
		\$36,000.00	x 15.00%	= \$5,400.00
3	IT/Equipment Rental	Professional computer and copier support (including rental fees) for both hardware and software to maintain data/statistical systems and network.		
		Budget	Rate	Proposed
		\$10,000.00	x 15.00%	= \$1,500.00
4	Supplies (General, Program and Occupancy)	Supplies to implement the day to day tasks of the program needs.		
		Budget	Rate	Proposed
		\$8,700.00	x 15.00%	= \$1,305.00
5	Maintenance & Repairs	General maintenance, cleaning and repairs of the Shelter, Outreach and Transitional Housing locations to ensure a safe/secure environment for clients and staff.		
		Budget	Rate	Proposed
		\$25,000.00	x 15.00%	= \$3,750.00
11	Utilities OutReach, Shelter and Transitional Housing Locations	Utility (electric, gas, water, trash, telephone, internet and cable) cost to operate the facilities to meet client needs.		
		Budget	Rate	Proposed
		\$40,000.00	x 30.00%	= \$12,000.00
Total Operations		\$149,700.00		\$28,455.00
Presley		\$42,000.00	x 100.00%	= \$ 42,000.00
TOTALS		\$872,351.75		\$ 352,951.00

