



**Contract Number**

19-270 A-1

**SAP Number**

4100096101

**Community Development and  
Housing Agency**

<b>Department Contract Representative</b>	Tom Hernandez Chief of Homeless Services
<b>Telephone Number</b>	(909)386-8297
<b>Contractor</b>	The Chance Project
<b>Contractor Representative</b>	Ron Griffin
<b>Telephone Number</b>	(909)841-6001
<b>Contract Term</b>	April 30, 2019-June 30, 2021
<b>Original Contract Amount</b>	\$1,400,000.00
<b>Amendment Amount</b>	\$27,145
<b>Total Contract Amount</b>	\$1,427,145.00
<b>Cost Center</b>	6210002500/53.60.0039 (\$1,400,000.00 – HEAP) 6210001000/53.60.0021 (\$27,145 – OHS)

**IT IS HEREBY AGREED AS FOLLOWS:**

CONTRACT 19-270  
AMENDMENT No. 1

This First Amendment to the Contract ("First Amendment") is made and entered into, by and between the County of San Bernardino, hereinafter referred to as "COUNTY" and "The Chance Project, hereinafter referred to as "CONTRACTOR," provides for an increase in funding.

**WHEREAS**, on April 30, 2019, the Board of Supervisor approved Contract No. 19-270 (the "Contract") between COUNTY and CONTRACTOR;

**WHEREAS**, CONTRACTOR will provide Housing Navigation Services for the Mountain Region which consist of the city of Big Bear and its surrounding unincorporated areas, and

NOW, THEREFORE, in consideration of mutual covenants herein set forth and the mutual benefits to be derived therefrom the parties agree to amend Contract No. 19-270, effective October 8, 2019, as follows:

**1. Amend Section B. CONTRACTOR RESPONSIBILITIES, Subsection B.2, Scope of Work to read as follows:**

The project description for services to be provided by CONTRACTOR under this Contract are identified in Exhibit 2 – SCOPE OF WORK, and Exhibit 2.1 – Scope of Work is hereby added to the existing scope of work and shall be effective on the date of amendment, October 8, 2019.

**2. Amend Section F. FISCAL PROVISIONS, adding Subsection F.10 to read as follows:**

**F.10** The OHS Scope of Services shall be compensated exclusively with HUD CoC Planning funds. While not presently anticipated, HUD or may in the future, place programmatic or fiscal limitation(s) on CoC Planning funds. Accordingly, County reserves the right to revise this Contract in order to take account of actions affecting HUD program funding. In the event of funding reduction or complete cessation of the CoC program, County shall reduce the budget of this Contract as a whole or as to cost category, shall limit the CONTRACTOR'S authority to commit and spend funds, or may restrict the CONTRACTOR'S use of both its uncommitted and its unspent funds. Where HUD has directed or requested County to implement a reduction in funding, in whole or as to cost category, with respect to funding for this Contract, OHS may act for County in implementing and effecting such a reduction and in revising the Contract for such purpose. Where County has reasonable grounds to question the fiscal accountability, financial soundness, or compliance with the Contract, County may act to suspend notice to CONTRACTOR of its intention to so act, pending an audit or other resolution of such question. In no event, however, shall any revision made by County affect expenditures and legally binding commitments made by CONTRACTOR before it receives notice of such revision, provided that such amounts have been committed in good faith and are otherwise allowable and that such commitments are consistent with HUD cash withdrawal guidelines.

**ATTACHMENTS**

EXHIBIT 2.1 – SCOPE OF WORK is added effective October 8, 2019.

EXHIBIT 1 – THE CHANCE PROJECT HEAP AWARD BY ACTIVITY – PROGRAM BUDGET is revised effective October 8, 2019.

All other terms and conditions of Contract No. 19-270 remain in full force and effect.

COUNTY OF SAN BERNARDINO

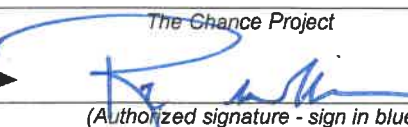
►   
Curt Hagman, Chairman, Board of Supervisors

Dated: OCT 08 2019  
SIGNED AND CERTIFIED THAT A COPY OF THIS  
DOCUMENT HAS BEEN DELIVERED TO THE  
CHAIRMAN OF THE BOARD

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

By  Deputy



*The Chance Project*  
By ►   
(Authorized signature - sign in blue ink)

Name RON GRIFFIN  
Ron Griffin

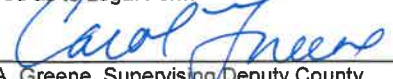
Title CEO

Dated: 9/30/19

Address 1255 W. Colton Ave, Suite 510  
Redlands, CA 92374

FOR COUNTY USE ONLY

Approved as to Legal Form

►   
Carol A. Greene, Supervising Deputy County  
Counsel

Date 9/30/19

Reviewed for Contract Compliance

► \_\_\_\_\_

Date \_\_\_\_\_

Reviewed/Approved by Department

►   
Dena Fuentes, Deputy Executive Officer

Date 9/30/19

## Exhibit 2.1 – Scope of Work

## Consulting Services to Office of Homeless Services (OHS)

Performance Period for Consulting Services: October 8, 2019 – April 30, 2020

## General Scope of Services

**Goals and Purpose**

The primary goal of this project is to assist with the compensation of a navigator position to provide services to the Mountain Region to ascertain the needs of the Mountain Region's homeless community. This data will allow for the development of a resource plan to help remediate homelessness in the Mountain Regions. This will be accomplished by providing the following services:

**Services Provided:**

- A. Identify and build rapport with business owners, realtors, landlords, housing developers and other service providers to assist clients in accessing resources, employment, supportive services, and housing opportunities.
- B. Survey rental market for affordable housing, and advocate for clients with prospective landlords.
- C. Prepare materials for making presentation to realtors, property managers and property owners.
- D. Maintain a Property Manager/Owner Contact Log to meet set expectations.
- E. Establish, update, maintain and communicate a list of available housing opportunities at least twice per week.
- F. Identify appropriate permanent housing options for clients such as subsidized housing, Section 8, and Veterans Affairs Supportive Housing (VASH), as well as permanent supportive housing, affordable and market rate housing, and other housing opportunities.
- G. Mediate with landlords, obtaining utilities and making moving arrangements when indicated.
- H. Mediate disputes between homeless persons and neighborhood stakeholders.
- I. Assess properties for compliance with industry regulation and inspection readiness.
- J. Network with other agencies, coalitions, and at local community meetings.
- K. Assist clients in their search for housing, filling out rental applications, interpreting leases and understanding tenant rights and responsibilities.
- L. Assist clients with housing applications, complete supportive and subsidized housing paperwork.
- M. In consultation with the client, determine housing barriers, preferences, needs and goals. May assist clients in completing SSI/SSDI and other entitlement applications.
- N. Provide self-sufficiency workshops in the areas of independent living skills.
- O. Conduct transitional program house meetings and social events.
- P. Assist clients with employment linkage benefits establishment, and other services as needed to assist in reaching case plan and treatment goals.
- Q. Demonstrate the utmost level of integrity in all instances, and show respect toward others and toward organization principles.
- R. Work respectfully and effectively in a multicultural environment.
- S. Provide support services in a non-judgmental manner.
- T. Assist clients with procuring necessary documents and services such as identification card, birth certificate, social security income, and disability income.
- U. Develop working knowledge of the contracts and grants associated with the position.

**Data Reporting**

In addition, Contractor will submit a spreadsheet/work log that lists the following information:

- The demographics of clients served, including race or ethnicity, age, and gender
- Location of the client
- Types of services performed for client
- Dates of services
- Time logs of staff time and clients assisted

Revised Exhibit 1  
The Chance Project  
HEAP Award by Activity  
Program Budget

**PERFORMANCE PERIOD FOR HEAP FUNDS**

**April 30, 2019 through June 30, 2021**

Category	Activity	Award/allocation	Service Unit	Number Expected to be Served
Services	Street Outreach			
	Health & Safety Education			
	Criminal Outreach Diversion Programs			
	Prevention Services	\$107,000.00	Family/Individual	105
	Navigation Services	\$105,000.00	Family/Individual	130
	Case Management	\$202,000.00	Family/Individual	205
	Operating Support for Short-Term or Comprehensive Homeless Services	\$464,000.00	Family/Individual	700
	Other - Specialized Services to Families	\$9,000.00	Family/Individual	50
Rental Assistance or Subsidies	Housing Vouchers	\$103,000.00	Family/Individual	110
	Rapid Re-Housing Programs	\$229,000.00	Family/Individual	70
	Eviction Prevention Strategies	\$30,000.00	Family/Individual	20
	Other - Landlord Incentives	\$151,000.00	Family/Individual	110
Capital Improvements	Emergency Shelter			
	Transitional Housing			
	Drop-in Centers			
	Permanent Supportive Housing			
	Other			
Homeless Youth Set-Aside				
	<b>HEAP TOTAL</b>	<b>\$1,400,000.00</b>		

**PERFORMANCE PERIOD FOR OHS PLANNING FUNDS: OCTOBER 1, 2019 to APRIL 30, 2020**

OHS Planning Funds	Navigation Services, Case Management	\$27, 145	Family/Individual	27
	<b>OHS Planning Funds Total</b>	<b>\$27, 145</b>	*****	*****
	<b>Contract Total</b>	<b>\$1,427,145.00</b>	*****	