



**Contract Number**

20-243 A-3

**SAP Number**

4400014295

**Transitional Assistance Department**

**Department Contract Representative** Raul Gudino, Contract Analyst  
**Telephone Number** (909) 388-0320

**Contractor** Family Assistance Program  
**Contractor Representative** Darryl Evey, Executive Director  
**Telephone Number** (760) 843-0701  
**Contract Term** 07/01/2020 through 06/30/2024  
**Original Contract Amount** \$1,137,588  
**Amendment Amount** \$439,196  
**Total Contract Amount** \$1,576,784  
**Cost Center** 5017601000 and 5017611000

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 3**

It is hereby agreed to amend Contract No. 20-243, effective July 1, 2023, 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 \$1,576,784 (\$379,196 for FY 2020-21; \$379,196 for FY 2021-22; 379,196 for FY 2022-23; \$439,196 for FY 2023-24), of which \$1,408,784 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.

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

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

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

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 amended expiration date of June 30, 2023, to expire on June 30, 2024, but may be terminated earlier in accordance with provisions of Section IX of the Contract. The Contract term may be extended for two (2) additional one year period by mutual agreement of the parties.

**ATTACHMENT F – PROGRAM BUDGET:**

Add Program Budget for FY 2023-24.

All other terms and conditions of Contract No. 20-243 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

FAMILY ASSISTANCE PROGRAM

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



\_\_\_\_\_  
Dawn Rowe, Chair, Board of Supervisors

By

\_\_\_\_\_  
(Authorized signature - sign in blue ink)

Dated: \_\_\_\_\_

Name Darryl Evey

(Print or type name of person signing contract)

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

Title Executive Director

(Print or Type)

Lynna Monell  
Clerk of the Board of Supervisors  
San Bernardino County

By \_\_\_\_\_  
Deputy

Dated: \_\_\_\_\_

Address 15075 7<sup>th</sup> Street

Victorville, CA 92395

**FOR COUNTY USE ONLY**

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
 Adam Ebright, Deputy County Counsel	 Patty Steven, HS Contracts	 Gilbert Ramos, Director
Date _____	Date _____	Date _____

**FAMILY ASSISTANCE PROGRAM**

July 1, 2023 – June 30, 2024

**I. PROGRAM COSTS**

List only those items of cost which are chargeable, in whole or part, to the program

**A. Salaries and Benefits**

(1)

(2)

(3)

<b>COST ITEM</b>	<b>TOTAL COST TO THE ORGANIZATION</b>	<b>PERCENT CHARGED TO GRANT</b>	<b>TOTAL COST TO GRANT</b>
1. Job Title: Program Manager			
Salary: \$ 81,120 annually	\$ 81,120	25%	\$ 20,280
Benefits: 20 % of Salary	\$ 16,224	25%	\$ 4,056
2. Job Title: CW Advocate (2 positions)			
Salary: \$ 106,080 annually	\$106,080	100%	\$106,280
Benefits: 20 % of Salary	\$ 21,216	100%	\$ 21,216
3. Job Title: CW Advocate II			
Salary: \$ 22,880 annually	\$ 45,760	100%	\$ 22,880
Benefits: 15% of Salary	\$ 6,864	100%	\$ 3,432
4. Job Title: Legal Advocate			
Salary: \$ 43,680 annually	\$ 43,680	50%	\$ 21,840
Benefits: 15% of Salary	\$ 6,552	50%	\$ 3,276
5. Job Title: DV Advocate			
Salary: \$ 38,480 annually	\$ 38,840	75%	\$28,860
Benefits: 10% of Salary	\$ 3,848	75%	\$ 2,886
5. Job Title: Grant Management			
Salary: \$ 43,680 annually	\$ 43,680	50%	\$ 21,840
Benefits: 15 % of Salary	\$ 6,552	50%	\$ 3,276
6. Job Title: Childcare Advocate			
Salary: \$ 41,600 annually	\$ 41,600	100%	\$ 41,600
Benefits: 10% of Salary	\$ 4,160	100%	\$ 4,160
<b>SUBTOTALS:</b>	<b>\$ 465,816</b>		<b>\$ 305,682</b>

**B. Operating Expenses**

(1)

(2)

(3)

(4)

	<b>TOTAL COST TO THE ORGANIZATION</b>	<b>PERCENT CHARGED TO CONTRACT</b>	<b>TOTAL COST TO CONTRACT</b>
1. Office Supplies	\$ 32,000	50%	\$ 16,000
2. Promotional Materials	\$ 19,000	50%	\$ 9,500
3. Utilities	\$ 26,000	50%	\$ 13,000
4. Telephones	\$ 10,000	50%	\$ 5,000
5. Audit	\$ 25,000	10%	\$ 2,500
6. Liability Insurance	\$ 70,000	25%	\$ 17,500
7. Travel & Training	\$ 3,528	50%	\$ 1,764
8. Repairs & Maintenance	\$ 35,000	75%	\$ 26,250
9. Presley Expense	\$ 42,000	100%	\$ 42,000
<b>SUBTOTALS</b>	<b>\$ 262,528</b>		<b>\$ 133,514</b>
<b>SUBTOTALS, (A) above</b>	<b>\$ 465,816</b>		<b>\$ 305,682</b>
<b>TOTALS</b>	<b>\$ 728,344</b>		<b>\$ 439,196</b>

<b>FAMILY ASSISTANCE PROGRAM</b>		
PROGRAM BUDGET NARRATIVE		
CalWORKs/PRESLEY DOMESTIC VIOLENCE INTERVENTION AND SHELTER SERVICES		
July 1, 2023 – June 30, 2024		
<b>A. Personnel Costs</b>		
Item#	Item Name	Narrative (explanation/justification)
1.	Program Manager	The Program Manager position is budgeted at 33.33% of the salary and benefits. It is anticipated that 33.33% of the time will be spent assisting clients either through direct services, managing staff that are assisting clients, or processing reports for the CALWORKS program.
2. & 3.	Cal WORKS Advocate	3 Advocates will work on this program. Each of these advocates will be available to work out of local Cal WORKS offices in the service regions. When not at the county office, the advocate will work from one of the agency outreach office in Victorville, Hesperia DV Shelter, San Bernardino, Redlands or Fontana. The positions listed on #2 will work full-time. The positions listed on #3 will work part-time (20 hours per week). All positions will be charged 100% to this contract.
4.	Legal Advocate	This position assists clients with restraining orders, legal issues and safety planning. Her clientele are typically 50% Cal Works recipients. The salary and benefits for this position will be charged 50% to this contract.
5.	DV Advocate	This full-time position will help DV clients applying for victim's assistance program, VINE program, help with client relocation services, case management and safety assessments. 75% of her salary will be billed to this grant.
6.	Childcare Advocate	This is full-time position will provide child-care services during the daytime hours. This will generally by Monday through Friday, allowing victims in the program to take care of business in the community while their children are being supervised by the Childcare Advocate. 100% of this salary will be billed to the contract.
<b>B. Administrative Costs</b>		
1.	Office Supplies	Office supplies will be used by all of the offices and will be charged at 50% to this contract.
2.	Promotional Materials	Promotional materials will be distributed at county offices and at other locations throughout the regions served. These materials will be charged 50% to this contract.
3.	Utilities	Utilities for the outreach office will be charged 50% to this contract.
4.	Telephones	The telephones for the Outreach office will be charged 50% to this contract.
5.	Audit	The annual audit of the financials will be charged at 10% to this contract.
6.	Liability Insurance	The liability insurance for the organization will be charged 25% to this contract.
7.	Travel & Training	Travel & training expenses related to domestic violence services will be charged at 50% to this contract. The travel expense is for travel to and from training or promotional events. The training will cover expenses for bringing training to the staff and for sending staff members to off-site training.
8.	Repairs & Maintenance	Repairs & Maintenance will be charged at 75% to this contract. This expense will cover some minor repairs to the property and weekly maintenance work that needs to be done.
9.	Presley Expense	Annual amount of \$42,000 (100%) will be used for other shelter related expenses as require by the Welfare & Institutions Code section 18290.