



Contract Number

20-244 A-3

SAP Number

4400014296

Transitional Assistance Department

Department Contract Representative	Raul, Gudino, Contract Analyst
Telephone Number	(909) 388-0320
Contractor	House of Ruth, Inc.
Contractor Representative	Pat Bell, Executive Director
Telephone Number	(909) 623-4364
Contract Term	07/01/2020 through 06/30/2024
Original Contract Amount	\$815,538
Amendment Amount	\$281,333
Total Contract Amount	\$1,096,871
Cost Center	5017601000 and 5017611000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 3

It is hereby agreed to amend Contract No. 20-244, 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 \$1,096,871 (\$271,846 for FY 2020-21; \$271,846 for FY 2021-22; \$271,846 for FY 2021-22; \$281,333 for FY 2023-24) of which \$928,871 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 one (1) 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. 20-244 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, Chair, Board of Supervisors

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

Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By _____
Deputy

HOUSE OF RUTH, INC.

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

By ►

(Authorized signature - sign in blue ink)

Name Pat Bell

(Print or type name of person signing contract)

Title Executive Director

(Print or Type)

Dated: _____

Address PO Box 459

Claremont, CA 91711

FOR COUNTY USE ONLY

Approved as to Legal Form

►
Adam Ebright, Deputy County Counsel

Date _____

Reviewed for Contract Compliance

►
Patty Steven, HS Contracts

Date _____

Reviewed/Approved by Department

►
Gilbert Ramos, Director

Date _____

Organization: House of Ruth, Inc.					
CalWORKs/Presley Domestic Violence Intervention and Shelter Services					
July 1, 2023 - June 30, 2024					
I. PROGRAM COSTS					
A. Salaries and Benefits					
	TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	PROPOSED BUDGET AMOUNTS	CURRENT BUDGET AMOUNTS	LINE ITEM CHANGE
1 Job Title: Program Director					
Salary:	110,250	13.00%	\$ 14,332		14,332
Benefits:	24,255	13.00%	3,153		3,153
2 Job Title: Community Services Director					-
Salary:	72,000	50.00%	\$ 36,000		36,000
Benefits:	15,840	50.00%	7,920		7,920
3 Job Title: Case Manager - Esparza					-
Salary:	43,264	50.00%	\$ 21,632		21,632
Benefits:	9,518	50.00%	4,759		4,759
4 Job Title: Case Manager - Garcia					-
Salary:	41,994	53.00%	\$ 22,257		22,257
Benefits:	9,238	26.94%	2,489		2,489
6 Job Title: Therapist - Estrada					-
Salary:	52,334	56.00%	\$ 29,307		29,307
Benefits:	11,513	56.00%	6,447		6,447
7 Community Services Advocate - Flores					-
Salary:	38,878	100.00%	\$ 38,878		38,878
Benefits:	8,553	100.00%	8,553		8,553
SUBTOTALS	\$ 437,637		\$ 195,727	\$ -	\$195,727
B. Operational Costs					
	TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	PROPOSED BUDGET AMOUNTS	CURRENT BUDGET AMOUNTS	LINE ITEM CHANGE
1. Office Supplies	\$ 100	100.00%	\$ 100		\$100.00
2. Program Supplies	100	100.00%	100		\$100.00
3. SB County Office Telephones	2,600	100.00%	2,600		\$2,600.00
4. Rent	19,845	56.61%	11,235		\$11,235.00
5. Utilities / Maintenance	4,000	100.00%	4,000		\$4,000.00
6. Copier Lease -SB County	3,200	100.00%	3,200		\$3,200.00
7. Mileage	444	100.00%	444		\$444.00
9. General Liability	63,000	3.72%	2,344		\$2,344.00
10. De Minimis	205,315	9.54%	19,583		\$19,583.00
11. Presley Expense	42,000	100%	42,000		\$42,000.00
18. SUBTOTALS	\$ 340,604		\$ 85,606	\$ -	\$85,606.00
19. SUBTOTALS, (A) above	\$ 437,637		\$ 195,727	\$ -	\$195,727
20. TOTALS	\$ 778,241		\$ 281,333	\$ -	\$281,333

HOUSE OF RUTH, INC		
PROGRAM BUDGET NARRATIVE		
CalWORKs/Presley Domestic Violence Intervention and Shelter Services		
July 1, 2023 – June 30, 2024		
Item#	Item Name	Narrative (explanation/justification)
A. Salaries and Benefits		
1.	Program Director	The Programs Director has an annual salary of \$110,250 and is responsible for directing the delivery of all program services provided to clients and the community, including residential shelter, community services, and counseling programs; ensures that all programs are in compliance. Allocation of 13% (\$14,332) is based on time spent on the program per the personnel activity sheet.
2.	Community Services Manager	The Community Services Director has an annual salary of \$72,000 and is responsible for the coordination of day to day case management services for battered women in the San Bernardino CalWORKs program and for providing direct services to CalWORKs clients. Allocation of 50% (\$36,000) is based on time spent on the program per the personnel activity sheet.
3.	Case Manager	The Case Manager has an annual salary of \$43,264 and shall provide case management services and support to clients at the San Bernardino County outreach office. The Case Manager is located at the Ontario Outreach office to ease access of services to SB County residents. Allocation of 50% (\$21,632) is based on time spent on program per the personnel activity sheet. The Case Manager is bilingual English/Spanish.
4.	Case Manager	The Case Manager has an annual salary of \$41,994 and shall provide case management services and support to clients at the San Bernardino County outreach office. The Case Manager is located at the Ontario Outreach office to ease access of services to SB County residents. Allocation of 53% (\$29,307) is based on time spent on program per the personnel activity sheet. The Case Manager is bilingual English/Spanish.
5.	Therapist	The Therapist has an annual salary of \$52,334 and shall provide counseling services to clients at the San Bernardino County outreach office. Allocation of 56% (\$29,307) is based on time spent on program as documented on the personnel activity sheet.
7.	Community Services Advocate	The Community Services Advocate has an annual salary of \$38,878 and will serve as the first point of contact at House of Ruth's SB County outreach office, make referrals, and complete intakes for walk-in clients. Allocation of 100% (\$38,878) is based on time spent on the program.
8.	Benefits:	Staff benefits are calculated at 20% of salaries.

B. Operating Expenses		
1.	Office Supplies	100% (\$100) of the total cost of supplies shall be charged to this grant. The percentage of office supplies is based on the number of employees located at the San Bernardino County Office.
2.	Program Supplies	100% (\$100) of the total cost of supplies shall be charged to this grant. All program supplies charged directly benefit the program. The percentage of office supplies is based on the number of employees located at the San Bernardino County Office.
3.	Telephones: San Bernardino County office.	100% (\$2,600) of the total cost of telephone service for House of Ruth's San Bernardino County office shall be charged to this grant.
4.	Rent: San Bernardino County office	56.61% (\$11,235) of the total cost of rent, utilities and maintenance for the San Bernardino County outreach office shall be charged to this grant.
5.	Utilities/Maintenance: San Bernardino County office	100% (\$4,000) of the total cost of, utilities and maintenance for the San Bernardino County outreach office shall be charged to this grant.
6.	Copier Lease: San Bernardino County office	100% (\$3,200) of the total cost of the Copier Lease located at the San Bernardino County Office shall be charged to this grant. Use of the copier includes duplicating printed program materials, data for client files, monthly statistical reporting and reimbursement requests.
7.	Mileage	100% (\$444) of the total cost of mileage shall be charged to this grant. Mileage is submitted by staff members assigned to the San Bernardino CalWORKs contract for travel related to the project.
8.	General Liability Insurance	3.72% (\$2,344) of the total cost of liability insurance shall be charged to this grant. House of Ruth will maintain all required insurance at the levels specified in this application.
9.	De Minimus	9.538% (\$19,583) of the total cost of salaries, benefits, and operating expenses shall be charged to this grant. De Minimus represents of the administrative costs that are associated with carrying out House of Ruth's domestic violence services including case management, counseling, and other supportive services to San Bernardino CalWORKs clients.
10.	Presley Funds	House of Ruth uses Presley funds (\$42,000) administered by the County of San Bernardino to support shelter and programs that benefit battered women and their children from the County.