

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



Contract Number

711-7400

SAP Number

## Children and Family Services

|                                    |                                                            |
|------------------------------------|------------------------------------------------------------|
| Department Contract Representative | Brenda Bovee                                               |
| Telephone Number                   | (909) 383-9727                                             |
| Contractor                         | California Department of Housing and Community Development |
| Contractor Representative          | David Hufford, HCD Representative II                       |
| Telephone Number                   | (916) 776-7795                                             |
| Contract Term                      | Effective upon execution through June 30, 2023             |
| Original Contract Amount           | \$297,600                                                  |
| Amendment Amount                   |                                                            |
| Total Contract Amount              | \$297,600                                                  |
| Cost Center                        | 5055052738                                                 |

**Briefly describe the general nature of the contract:** Allocation award agreement (State Agreement No. 20-THP-15884) for the second round of funding from the California Department of Housing and Community Development for the Transitional Housing Program to provide housing support to eligible young adults, in the amount of \$297,600, effective upon execution by all parties through June 30, 2023.

### FOR COUNTY USE ONLY

Approved as to Legal Form

Julie Surber, Principal Assistant County Counsel

Date 9/15/21

Reviewed for Contract Compliance

►

Date

Reviewed/Approved by Department

►

Date

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL  
SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 03/2019)

AGREEMENT NUMBER

20-THP-15884

PURCHASING AUTHORITY NUMBER (if applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

CONTRACTOR'S NAME

San Bernardino County

2. The term of this Agreement is:

START DATE

Upon HCD Approval

THROUGH END DATE

06/30/2023

3. The maximum amount of this Agreement is:

\$297,600.00

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

| EXHIBITS                       | TITLE                                            | PAGES         |
|--------------------------------|--------------------------------------------------|---------------|
| Exhibit A                      | Authority, Purpose and Scope of Work             | 2             |
| Exhibit B                      | Budget Detail and Payment Provisions             | 2             |
| Exhibit C*                     | State of California General Terms and Conditions | GTC - 04/2017 |
| Exhibit D                      | Terms and Conditions                             | 0             |
| Exhibit E                      | Special Conditions                               | 0             |
| TOTAL NUMBER OF PAGES ATTACHED |                                                  | 4             |

*Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.*

*These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>*

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

San Bernardino County

CONTRACTOR BUSINESS ADDRESS

150 South Lena Road

CITY

San Bernardino

STATE

CA

ZIP

92415

PRINTED NAME OF PERSON SIGNING

Curt Hagman

TITLE

Chairman, Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

OCT 05 2021

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

Department of Housing and Community Development

CONTRACTING AGENCY ADDRESS

2020 W. El Camino Ave., Suite 130

CITY

Sacramento

STATE

CA

ZIP

95833

PRINTED NAME OF PERSON SIGNING

Shaun Singh

TITLE

Contracts Manager,  
Business & Contract Services Branch

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

California Department of General Services Approval (or exemption, if applicable)

Exempt per; SCM Vol. 1 4.04.A.3 (DGS memo dated 6/12/1981)

**EXHIBIT A**

**AUTHORITY, PURPOSE AND SCOPE OF WORK**

**1. Authority**

This Standard Agreement, STD 213 (the "Agreement") is made pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2020 (Chapter 6 of the Statutes of 2020) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code (collectively, the "Statute"), by which the Department of Housing and Community Development (the "Department") has allocated designated funding to counties for use by county child welfare services agencies.

**2. Purpose**

In accordance with the authority cited above, the Contractor was awarded Financial Assistance (the "Allocation Acceptance Form") from the Program (the "Grant") for the 2020-2021 fiscal year for the purpose of helping young adults aged 18 to 25 years secure and maintain housing, with priority given to young adults formerly in the foster care system and probation. The Allocation Acceptance Form, including all representations made by the Contractor therein, are hereby incorporated in this Agreement. The Department agrees to make the Grant, based on the Statute and this Agreement.

The Department and the Contractor enter into this Agreement in accordance with the terms and conditions set forth herein, subject to all the provisions of the applicable statutes and further subject to the State laws and requirements governing State contracts.

**3. Scope of Work**

The Contractor agrees that all funds disbursed pursuant to this Agreement shall be used to help young adults aged 18 to 25 years secure and maintain housing. Contractor further agrees that priority shall be given to young adults formerly in the foster care system and probation.

**4. Monitoring and Reporting**

The Contractor shall maintain books, records, documents, and other evidence that demonstrates the funding was used for the appropriate purposes, as laid out in the Scope of Work. These books, records, documents, and other evidence shall be made available for audit and inspection by the Department for a period of two years. A reporting form, provided by the Department, shall be submitted annually, by June 30, addressing the following:

Transitional Housing Program (THP)  
Approved Date: 8/14/2020  
Prep. Date: 3/8/2021

**EXHIBIT A**

- A. How many people were served?
- B. What were the funds used for?
- C. Who were the housing navigators or other subcontractor(s)?
- D. How many people served were in the foster care system?
- E. How many people served were in probation?

**5. Effective Date and Expenditure Deadline**

- A. This Agreement is effective upon approval by the Department representative's signature on page one of the fully executed Standard Agreement, STD 213, (the "Effective Date").
- B. Any grant funds remaining unexpended within two years of the receipt of the funds (the Expenditure Period), must be returned to the Department. Checks shall be payable to the Department of Housing and Community Development and mailed to 2020 West El Camino Avenue, Room 300, Sacramento, CA 95833, no later than one month following the expiration of the Expenditure Period and must reference the Contract Number.

**EXHIBIT B**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Budget Detail**

The Budget Act of 2020 (Chapter 6 of the Statutes of 2020 (SB 74))

2240-102-0001 – For local assistance, Department of Housing and Community Development:  
\$8,000,000

Pursuant to Section 50807(b) of the Health and Safety Code, the Department has consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to develop a formula allocation schedule for the purpose of distributing \$8,000,000 to counties for the purpose of housing stability to help young adults aged 18 to 25 years secure and maintain housing, with priority given to young adults formerly in the foster care system and probation. The allocation is based on, among other things, each county's percentage of the total statewide number of young adults aged 18 to 25 years in foster care.

Contractor agrees to use the funds for eligible activities which may include, but are not limited to the following:

1. Identifying and assisting housing services for this population within each community
2. Helping this population secure and maintain housing (with priority given to those formerly in the state's foster care or probation system)
3. Improving coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care
4. Outreach and targeting to serve those with the most-severe needs

For the purposes of performing the Program Activities, the Department agrees to provide the aggregate amount identified on page 1, number 3 of this Agreement in the form of a grant ("Grant"). In no instance shall the Department be liable for any costs for the Work in excess of this Grant amount, or for any unauthorized or ineligible costs.

**2. Conditions of Disbursement**

Prior to receiving any grant funds, the Contractor shall submit the following for the Department's approval:

- A. Resolution from the governing board;

Transitional Housing Program (THP)  
Approved Date: 8/14/2020  
Prep. Date: 3/8/2021

**EXHIBIT B**

- B. Payee Data Record (Std. 204) or Government TIN Form, as applicable; and
- C. Any other documents, certifications, or evidence deemed necessary by the Department prior to disbursement of grant funds.

**3. Payee**

Name: San Bernardino County

Amount: \$297,600