

and determined by the By-Laws and Amendments thereto. Honorary memberships may be extended to persons other than members, but only by approval by the Board of Directors. Any Honorary member shall not be entitled to voting privileges. No assessments shall be levied against any members, and no member shall be personally liable for any debts or obligations of the organization.

VIII

That this corporation is not to be authorized to issue shares of stock.

IX

This corporation is formed solely and exclusively for non-profit religious and charitable purposes and not for pecuniary gain or profit, and no pecuniary gain or profit shall ever inure from its business to any director or member of this corporation, or to any other person or corporation, and the earnings, if any, of this corporation shall be used exclusively for the purposes for which this corporation is formed, as hereinbefore described. No member or director of this corporation shall have any personal, proprietary, or beneficial interest in the property of this corporation, either during its corporate existence or upon its dissolution, it being hereby expressly provided that all property acquired by the corporation, real or personal, and all increments, interests, or earnings thereof, are and shall be devoted irrevocably, and in perpetuity dedicated exclusively to

6A 87

religious and charitable purposes; and in the event of the liquidation, dissolution, or abandonment of this corporation, its property shall go to the UNION RESCUE MISSION, Los Angeles, California, conditioned upon the said distributee having, at the time of distribution, an exempt status under Section 501 (c) (3) of the Internal Revenue Code and the California Revenue and Taxation Code. If said UNION RESCUE MISSION fails to meet the above requirements, the property of this corporation shall be distributed to a fund, foundation or corporation organized and operated solely for religious or charitable purposes; which such fund, foundation or corporation shall be selected by a majority vote of the individuals who are members of the last board of directors of said corporation; said distributee having at the time of distribution an exempt status under Section 501 (c) (3) of the Internal Revenue Code, and California Revenue and Taxation Code. (If any assets are held on trust, or if this is a charitable corporation, such assets shall be disposed of as directed by decree of the superior court in the county of the principal office, upon petition of the Attorney General or by a person concerned in the liquidation, in a proceeding to which the Attorney General is a party.)

IN WITNESS WHEREOF, the undersigned and above named incorporators and first directors of this corporation have executed these Articles of Incorporation.

DATED: Feb 1, 1971.

Garron Mooney
Garron Mooney

DATED: Feb 1, 1971.

Jack Orsborn
Jack Orsborn

DATED: Feb 1, 1971.

Ben Webb
Ben Webb

DATED: Feb 3, 1971.

William Northrup
William Northrup

DATED: 2/1, 1971.

W. E. Fookes
W. E. Fookes

DATED: Feb 1, 1971.

Calvin Zimmerman
Calvin Zimmerman

6639

Tab. 36 - Arrangements



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248225078
July 19, 2016 LTR 4168C 0
95-2684844 000000 00

00017361
BODC: TE

COACHELLA VALLEY RESCUE MISSION
47470 VAN BUREN ST
INDIO CA 92201-7139

12847

Employer ID Number: 95-2684844
Form 990 required: YES

Dear Taxpayer:

This is in response to your request dated July 08, 2016, regarding your tax-exempt status.

We issued you a determination letter in March 1972, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

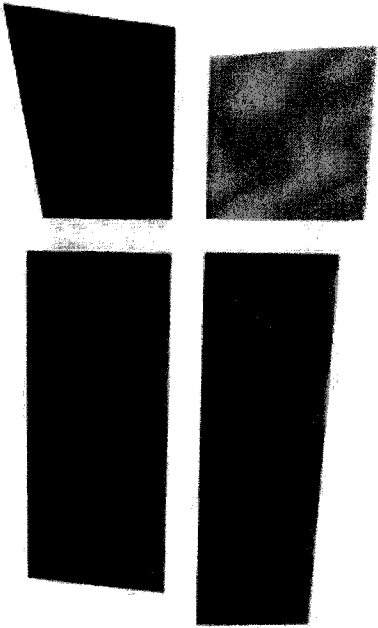
In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

6/7 40

100 G - Attachment 3



CVRM

Coachella Valley
Rescue Mission

DISCUSSION OF

OVERNIGHT SERVICES

WILL BE HELD 2/27/17 at 5:30 PM

INTERESTED PARTIES ARE WELCOME TO ATTEND

**CVRM especially welcomes participation from those who are
homeless or formerly homeless.**

CVRM CHAPEL

47470 VAN BUREN ST.

INDIO

6841

STATE OF CALIFORNIA
STANDARD AGREEMENT
 STD 213 (Rev 06/03)

AGREEMENT NUMBER

17-ESG-11846

REGISTRATION NUMBER

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

STATE AGENCY'S NAME

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

CONTRACTOR'S NAME

County of Riverside

2. The term of this Agreement is: **Upon HCD Approval through 10/30/2019**
3. The maximum amount of this Agreement is: **\$654,773.00**
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.

Exhibit A - Authority, Purpose and Scope of Work	3
Exhibit B - Budget Detail and Payment Provisions	3
Exhibit C - State of California General Terms and Conditions*	GTC - 04/2017
Exhibit D - ESG Program Terms and Conditions	9
Exhibit E - Special Terms and Conditions	5
Exhibit F - Additional Provisions	0
TOTAL NUMBER OF PAGES ATTACHED	20 pages

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. The GTC 04/2017 documents can be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

California Department of
 General Service
 Use Only

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

County of Riverside

Susan von Zabern 3-23-18

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Susan von Zabern, Director

ADDRESS

4060 County Circle Drive, Riverside, CA 92503

STATE OF CALIFORNIA**MAR 27 2018**

AGENCY NAME

Department of Housing and Community Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

*Synthia Rhinehart**3/27/18*

PRINTED NAME AND TITLE OF PERSON SIGNING

Synthia Rhinehart, Contracts Manager, Business & Contract Services Branch

ADDRESS

2020 W. El Camino Ave., Sacramento, CA 95833

X Exempt per: SCM 4.04.A.3 (DGS
 Memo dated 6/12/81)

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1. Authority & Purpose

This Standard Agreement ("Agreement") will provide official notification of the conditional reservation of funds under the Department of Housing and Community Development's (referred to herein as "HCD" or "Department") administration of the Emergency Solutions Grants ("ESG") Program for non-formula jurisdictions pursuant to the provisions of 42 USC 11371 – 42 USC 11378, ("Federal Statutes"), 24 CFR Part 576, ("Federal Regulations"), 25 California Code of Regulations (CCR), Section 8400 et seq. ("State Regulations") all as shall be amended from time to time. HCD receives federal funds for ESG from the United States Department of Housing and Urban Development (HUD), and CA ESG funds as allocated in the 2016-17 California Budget Bill, SB 826 pursuant to Chapter 19, Section 50899.1 of Part 2 of Division 31 of the Health and Safety Code ("CA ESG Statute"); and the California Emergency Solutions Grants Program, Program Guidelines, Section 100 et seq. In accepting this conditional reservation of funds, Contractor (sometimes referred to herein as "Grantee" or "Administrative Entity") agrees to comply with the terms and conditions of this Agreement, the Notice of Funding Availability under which the Contractor applied, the representations contained in the Contractor's recommendations for this funding allocation, and the requirements of the authorities cited above.

2. Scope of Work

- A. Contractor shall perform the Work required by 25 CCR Section 8403 and as described in the Application, which is on file at the Department, Division of Financial Assistance, 2020 West El Camino Avenue, Sacramento, California 95833. Contractor's selected homeless service providers shall perform the Work set forth in Exhibit B, Paragraph 1. All written materials or alterations submitted as addenda to the original award recommendation package submitted by the Contractor and which are approved in writing by the ESG NOFA Award or Contract Manager, or higher Departmental official, as appropriate, are hereby incorporated as part of the application/award recommendation package submitted to the Department. The Department reserves the right to require the Contractor to modify any or all parts of the award recommendation package in order to comply with ESG requirements. The Department reserves the right to review and approve all Work to be performed by the Contractor in relation to this Agreement. Any proposed revision to the Work must be submitted in writing, for review and approval by the Department, and may require a contract amendment. Any approval shall not be presumed unless such approval is made by the Department in writing.
- B. Contractor shall perform the Work, only in the areas as identified, and in accordance to the approved ESG Application and required by 25 CCR Section 8403 according to the Federal ESG and CA ESG requirements. Contractor's selected homeless service providers shall provide services in the areas identified in the application/award recommendation package submitted to the Department. Services shall be provided by the Contractor and the Contractor's funded subrecipients for at least the term of the ESG grant.

EXHIBIT A

3. Contract Amount of Agreement

Grant Award Amount: \$ 654,773
Federal ESG Award: \$352,337
CA ESG Award: \$302,436

4. Term of Agreement and Deadlines

- A. All Program funds shall be expended by: July 30, 2019.
- A. All Final Funds Requests shall be submitted to the Department within 60 days after the expenditure deadline.
- B. This Agreement will expire on: October 30, 2019.
- C. Reimbursements will not be made after this Agreement expires.

5. Department Contract Coordinator

The coordinator of this Agreement for the Department is the Program Manager for the Contracts Management Section, Division of Financial Assistance, or the Program Manager's designee. Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed by first class mail to the Program Representative:

Department of Housing and Community Development
Division of Financial Assistance, Contract Management Section
Emergency Solutions Grants Program Representative
2020 West El Camino Avenue, Suite 400
Sacramento, California 95833

6. Contractor's Contract Coordinators

Contractor's Authorized Representative for this Agreement is listed below. Unless otherwise informed, any notice, report or other communication required by this Agreement shall be mailed by first class mail to the following address:

Contractor Authorized Representative:	Ms. Susan Von Zabern, Director Department of Public Social Services County of Riverside 4060 County Circle Drive Riverside, CA 92503
Phone:	(951) 358-3111
Email:	svonzabe@rivco.org

EXHIBIT A

7. Special Conditions:

None.

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Budget Detail and Description of Work

ESG funds shall be used for the following activities, as described under the federal ESG regulations at 24 CFR Part 576, Subpart B—Program Components and Eligible Activities:

Homeless Management Information System (HMIS)	\$ 33,869
Emergency Shelter	\$200,000
Rapid Rehousing Assistance	\$396,888
Grant Administration	\$ 24,016
Federal ESG Award Amount:	\$352,337
CA-ESG Award Amount:	\$302,436
TOTAL GRANT AWARD AMOUNT:	\$654,773

2. Method of Payment

Payments to Contractor shall be made on a reimbursement basis with the exception that a Contractor may request an operating advance of \$5,000 or thirty (30) days working capital, whichever is greater. A request for an operating advance must be received within sixty (60) days of the effective date of this Agreement. To receive payment for the Work performed, or to receive an operating advance, the Contractor must submit, on forms provided by the Department, a duly executed ESG Request for Funds (RFF). The Contractor shall submit all RFFs to the Department, as referenced in Exhibit A, Section 5, or any other address of which the Contractor has been notified in writing. The Department shall not authorize payments unless it determines that the Work has been performed in compliance with the terms of this Agreement. Contractor shall not receive an operating advance or be reimbursed for expenditures incurred prior to the effective date of this Agreement, unless otherwise approved by the Department pursuant to Exhibit D, Paragraph 1A. Reimbursements will not be made after this Agreement expires.

The first request for disbursement shall include expenditure detail. After the first request, the Department may rely on the Contractor's certification that expenditures claimed in a request for disbursement are eligible and necessary, provided that the Contractor also certifies that detailed supporting documentation verifying each expenditure is available and shall be retained by the Contractor for three (3) years after the Department closes its HUD grant. **NOTE: Record retention is based on *the Department's HUD closing date; NOT three years from this Agreement expiration.*** The retention requirement can extend beyond 3 years after this Agreement expires. Therefore, the Contractor must contact the Department for the specific record retention date for this Agreement.

EXHIBIT B

Contractor shall not receive an advance or be reimbursed for expenditures incurred prior to the effective date of this Agreement even if all environmental review requirements have been met. Environmental review compliance shall include compliance with 24 C.F.R. Part 50. Contractor shall not be reimbursed for expenditures incurred after the expiration date of this Agreement, as set forth in Exhibit A, Section 4.

3. Budget Changes

After the effective date of this Agreement, no changes shall be made to the program budget, funded homeless service providers, or eligible activities without prior approval from the Department. Any changes to this Agreement must be made in writing and approved by both the Department and the Contractor. The proposed change/s must be consistent with 25 CCR 8403 and also comply with the requirements in 25 CCR Sections 8408 and 8409.

Contractor agrees to notify the Department of any line item changes to the budget needed for the Department to update the federal Integrated Disbursement and Information System. For line item changes representing more than twenty five (25) percent of the overall project budget, a contract amendment is required.

4. Ineligible Costs

- A. ESG funds shall not be used for costs associated with activities in violation of any law or for any activities referenced as ineligible in 25 CCR 8408. The Department reserves the right to request additional information and clarification to determine the reasonableness and eligibility of all costs to be paid with funds made available by this Agreement. If Contractor or its funded subrecipients use ESG funds for the costs of ineligible activities, Contractor shall be required to reimburse these funds to the Department, and shall be prohibited from applying to the Department for subsequent ESG funds until the Department is fully reimbursed.
- B. An expenditure which is not authorized by this Agreement, or which cannot be adequately documented, shall be disallowed and must be reimbursed to the Department or its designee, by the Contractor. Expenditures for Work, not described in Exhibit A or Paragraph 1 above, shall be deemed authorized if the performance of such Work is approved in writing by the Department prior to the Commencement of such Work.
- C. The Department, at its sole and reasonable discretion, shall make the final determination regarding the allowability of expenditures.

5. Indirect Costs

Contractor and/or subcontractors will allow their providers to seek reimbursement for indirect costs. The applicant must:

- A. Comply with all OMB requirements and standards including 2 CFR 200.403, 200.415, and Part 200 Appendix 4;

EXHIBIT B

- B. Certify that any providers seeking reimbursement for indirect costs at the de minimis rate do not meet the definition of a major nonprofit organization as defined by OMB 2 CFR 200.414; and,
- C. Maintain records including evidence of the Modified Total Direct Cost (MTDC) (2 CFR 200.68) calculations, indirect cost limits, and supporting documentation for actual direct cost billing.

EXHIBIT D

ESG PROGRAM TERMS AND CONDITIONS

1. Effective Date, Commencement of Work and Completion Dates

- A. This Agreement is effective upon approval by the Department, which is the date stamped by the Department in the lower right hand corner of page one, Standard Agreement, STD. 213. Contractor agrees that the Work shall not commence, nor any costs to be paid with ESG funds be incurred or obligated by any party prior to execution of this Agreement by the Department, completion of all required environmental clearances, and compliance with the applicable conditions of this Agreement. Contractor agrees that the Work shall be completed by the expenditure date specified in Exhibit A, Paragraph 4.
- B. Contractor must obligate all funds within 180 days from the date of the award notification letter. "Obligate" means that the Contractor has placed orders, awarded contracts, received services, or entered similar transactions that require payment from the grant amount. In the case of an award made to a general purpose local government that subcontracts with private nonprofit organizations via letters of awards and Service Provider Agreements, the subcontractors are subject to obligate the funds within 180 days from the date of the award notification letter received by the general purpose local government.
- C. Contractor and its subcontractors agree that the Work shall be completed by the expiration date specified in Exhibit A, Section 4 and that the Scope of Work will be provided for the full term of this Agreement.
- D. Contractor agrees to provide documentation satisfactory to the Department evidencing the obligation of ESG funds within 180 days from the date the Department made the grant amount available to the Contractor. If the Contractor fails to provide such documentation, the Department may disencumber any portion of the amount authorized by this Agreement with a fourteen (14) day written notification.

2. Sufficiency of Funds and Termination

- A. The Department may terminate this Agreement at any time for cause by giving a minimum of fourteen (14) days' notice of termination, in writing, to the Contractor. Cause shall consist of: violations of any terms and/or special conditions of this Agreement; the Federal Statutes; the Federal Regulations; the State Regulations; withdrawal of the Department's expenditure authority; or to comply with Exhibit E Paragraph 10 (D) of this Agreement. Upon termination of this Agreement, unless otherwise approved in writing by the Department, any unexpended funds received by the Contractor shall be returned to the Department within thirty (30) days of the Notice of Termination.
- B. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays, which would occur if the Agreement were executed after the determination was made.

EXHIBIT D

- C. This Agreement is valid and enforceable only if sufficient funds are made available to the Department by the United States Government for the purposes of this Program. In addition, this Agreement is subject to any additional restrictions, limitations or conditions, or statute, regulations or any other laws, whether federal or those of the State of California, or of any agency, department, or any political subdivision of the federal or the State of California governments, which may affect the provisions, terms or funding of this Agreement in any manner.
- D. It is mutually agreed that if the Congress does not appropriate sufficient funds for the Program, this Agreement shall be amended to reflect any reductions in funds.
- E. The Department has the option to terminate this Agreement under the fourteen (14) day cancellation clause or to amend this Agreement to reflect any reduction of funds.

3. Transfers

Contractor may not transfer by subcontract or novation, or by any other means, the rights, duties, or performance of this Agreement or any part thereof, except with the prior written approval of the Department and a formal amendment to this Agreement to affect such subcontract or novation.

4. Contractors and Subcontractors

- A. Contractor, or its subcontractors, shall not enter into any Agreement, written or oral, with any contractor without the prior determination by the Department of the Contractor's eligibility. A Contractor or subcontractor is not eligible to receive grant funds if the Contractor is not licensed and in good standing in California or is listed on the Federal Consolidated List of Debarred, Suspended and Ineligible Contractors.
- B. The Agreement between the Contractor and any subcontractor shall require the Contractor and its subcontractors, if any, to:
 - 1) Perform the Work in accordance with Federal, State and local housing and building codes, as applicable.
 - 2) Comply with the labor standards described in this Exhibit, Paragraph 13, as applicable. In addition to the requirements of this Exhibit, all Contractors and subcontractors must comply with the provisions of the California Labor Code, as applicable.
 - 3) Comply with the applicable Equal Opportunity Requirements, described in Exhibit E, Paragraph 1, of this Agreement.
 - 4) Maintain at least the minimum State-required worker's compensation insurance for those employees who will perform the Work or any part of it.

EXHIBIT D

- 5) Maintain, as required by law, unemployment insurance, disability insurance, and liability insurance in an amount to be determined by the Department, which is reasonable to compensate any person, firm, or corporation who may be injured or damaged by the Contractor or any subcontractor in performing the Work or any part of it.
 - 6) Agree to include all the terms of this Agreement in each subcontract.
- C. The Department reserves the right of pre-award review and approval of all proposed contracts and related procurement documents, such as requests for proposals and invitations for bids, where the subcontract amount exceeds \$25,000.

5. Liability Insurance

Unless otherwise approved in writing, Contractor shall have and maintain in full force and effect during the terms of this Agreement liability insurance in an amount of not less than \$1,000,000.00 per occurrence with the Department named as an additionally insured. Prior to drawdown of funds, Contractor shall provide a valid certificate of insurance to the Department Program Representative for review and approval.

6. Inspections

- A. Contractor shall inspect any Work performed hereunder to ensure that the Work is being and has been performed in accordance with the applicable Federal, State and/or local requirements, and this Agreement.
- B. The Department reserves the right to inspect any Work performed hereunder to ensure that the Work is being and has been performed in accordance with the applicable Federal, State and/or local requirements, and this Agreement.
- C. Contractor agrees to require that all Work that is determined based on such inspections not to conform to the applicable requirements be corrected and to withhold payments to the subrecipient or subcontractor until it is corrected.

7. Audit/Retention and Inspection of Records

- A. Contractor agrees to maintain accounting books and records in accordance with Generally Accepted Accounting Standards. Contractor agrees that the Department, the Department of General Services, the Bureau of State Audits, or their designated representatives, shall have the right to review and copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for three (3) years after the Department closes its HUD grant or any other period specified in 24 CFR §576.500 (y).

EXHIBIT D

NOTE: Record retention is based on the Department's HUD closing date; NOT three years from this Agreement expiration. The retention requirement can extend beyond 3 years after this Agreement expires. Therefore, the Contractor must contact the Department for the specific record retention date for this Agreement. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the Department to audit records and interview staff in any subcontract related to performance of this Agreement.

- B. The audit shall be performed by a qualified State, local or independent auditor. Contractor shall notify the Department of the auditor's name and address immediately after the selection has been made. The contract for audit shall include a clause which permits access by the Department to the independent auditor's working papers.
- C. Private Nonprofit Organization and Unit of General Purpose Local Government grantees shall comply with the audit requirements contained in 2 CFR Part 200.

8. Monitoring Grant Activities

- A. Contractor shall monitor the activities selected and awarded by them to ensure compliance with Federal and California ESG requirements. An onsite monitoring visit of homeless service providers listed in Exhibit A shall occur whenever determined necessary by the Contractor, but at least once during the grant period.
- B. The Department will monitor the performance of the Contractor based on a risk assessment and according to the terms of this Agreement. The Department may also monitor any subrecipients of the Contractor as the Department deems appropriate based on a risk assessment.
- C. The Department will monitor the performance of Contractor and funded projects based on the performance measures used by HUD in ESG or the Continuum of Care program. In the event that project-level or system-wide performance consistently remains in the lowest quartile compared to all participating Service Areas in the Continuum of Care allocation, the Department will work collaboratively with the Contractor to develop performance improvement plans which will be incorporated into this Standard Agreement and other agreements required under 25 CCR Section 8403
- D. If it is determined that a Contractor or any of its subrecipients falsified any certification, application information, financial, or contract report, the Contractor shall be required to reimburse the full amount of the ESG award to the Department, and may be prohibited from any further participation in the ESG program. The Department may also impose any other actions permitted under 24 CFR 576.501 (c).

EXHIBIT D

- E. As requested by the Department, the Contractor shall submit to the Department all ESG monitoring documentation necessary to ensure that Contractor and its subrecipients are in continued compliance with Federal and California ESG requirements. Such documentation requirements and the submission deadline shall be provided by the Department at the time such information is requested from the Contractor.

9. Waivers

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. Failure of the Department to enforce the provisions of this Agreement or required performance by the Contractor of these provisions, at any time, shall in no way be construed to be a waiver of such provisions, nor affect the validity of this Agreement, or the right of the Department, to enforce these provisions.

10. Litigation

- A. If any provision of this Agreement, or any underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of the Department, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are, and shall be, deemed severable.
- B. Contractor shall notify the Department immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement of the Department and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of the Department.

11. Compliance with Federal and State Law and Regulations

Contractor agrees to comply with all federal and State laws and regulations that pertain to construction, health and safety, labor, fair employment practices, equal opportunity, and all others matters applicable to the Contractor, its contractor or subcontractor and the Work. This includes but is not limited to complying with all relevant sections of 2 CFR Part 200.

12. Environmental Requirements

This Agreement is subject to the provisions of the California Environmental Quality Act (CEQA). Contractor assumes responsibility to fully comply with CEQA's requirements regarding the Work. In addition, Contractor shall comply with the environmental requirements of 24 CFR Part 576.407 subdivision (d). The obligation of funds and incurring of costs is hereby conditioned upon compliance with CEQA, 24 CFR Section 576.407 subdivision (d) and completion by the State and the U.S. Department of Housing and Urban Development of all applicable review and approval requirements.

EXHIBIT D

13. Prevailing Wages

- A. Where funds provided through this Agreement are used for construction work, or in support of construction work, Contractor shall ensure that the requirements of Chapter 1 (commencing with Section 1720) of Part 7 of the Labor Code (pertaining to the payment of prevailing wages and administered by the California Department of Industrial Relations) are met.
- B. For the purposes of this requirement "construction work" includes but is not limited to rehabilitation, alteration, demolition, installation or repair done under contract and paid for, in whole or in part, through this Agreement. All construction work shall be done through the use of a written contract with a properly licensed building contractor incorporating these requirements (the "construction contract"). Where the construction contract will be between the Contractor and a licensed building contractor, Contractor shall serve as the "awarding body" as defined in the Labor Code. Where the Contractor will provide funds to a third party that will enter into the construction contract with a licensed building contractor, the third party shall serve as the "awarding body".
- C. The construction contract and any amendments thereto shall be subject to the prior written approval of the Department. Prior to any disbursement of funds, including but not limited to release of any final retention payment, the Department may require a certificate from the awarding body that prevailing wages have been or will be paid when required by Section 1720 et. seq. of the Labor Code.

14. Matching Funds

- A. Each Contractor shall be required to supplement the assistance provided through Federal ESG funds with funding from other sources. Each Contractor shall certify to the Department its compliance with this Paragraph 14, subparagraphs A and B, and shall include with such certification a description of the sources and amounts of such supplemental funds.
- B. CA ESG funds may be used to satisfy the one-to-one match of the federal ESG funds and must be for the same approved activity. Matching contributions also may be obtained from any source, including any federal source other than Federal ESG awards, as well as state, local, and private sources. In calculating the amount of supplemental funds provided by a recipient under this part, a recipient may include the value of any donated material or building, the value of any lease on a building, any salary paid to staff to carry out the Contractor's program of the recipient and the value of the time and services contributed by volunteers to carry out the Contractor's program.

15. Eligible Activities

- A. ESG funds awarded by the Contractor shall be used for the eligible activities set forth in Exhibit B as permitted under the federal ESG regulations at 24 CFR Part 576. The following additional limitations or requirements shall apply.

EXHIBIT D

- B. A maximum of ten percent of the funds provided under this Agreement may be used for Homeless Management Information System (HMIS) activities.
- C. ESG funds shall not be used for renovation, conversion, or major rehabilitation activities pursuant to 576.102. Minor repairs to an ESG-funded Emergency shelter that do not qualify as Renovation, Conversion, or Major Rehabilitation are an eligible use of ESG funds.
- D. No less than 40% of these funds available to the Contractor must be awarded to rapid rehousing, except that Administrative Entities partnering with a neighboring Continuum of Care from the Balance of State Allocation must award 100% of both Service Area formula allocations to rapid rehousing.
- E. For rapid rehousing and homelessness prevention activities, no subpopulation targeting will be permitted except if documentation of all of the following is provided to the Department prior to the award of funds for these activities:
- 1) Evidence that there is an unmet need for these activities for the subpopulation proposed for targeting; and,
 - 2) Evidence that there is existing funding in the Continuum of Care Service Area for programs that address the needs of the excluded populations for these activities.
- F. As set forth in the Department's 2016 Annual Action Plan to HUD:
- 1) Homelessness prevention activities are limited to a 10% of a funded project;
 - 2) An emergency shelter or rapid rehousing project may also contain up to 10% in homeless prevention or street outreach activities; and,
 - 3) The street outreach or rapid rehousing activity referenced in subparagraph (ii) may be subcontracted to another eligible provider or may be provided directly by the Contractor. Subcontracting ESG funds to other programs for purposes of carrying out activities that are not part of the program awarded funds under the Standard Agreement is not permitted.
- G. Pursuant to OMB requirements, Contractor may permit homeless service providers receiving ESG funds to charge an indirect cost allocation to their grant. The indirect cost allocation may not exceed ten percent of the allowable direct costs under the ESG activity unless a higher limit for the indirect cost allocation has been approved by the applicable federal agency pursuant to OMB requirements. Indirect Costs are those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective or activity

EXHIBIT D

16. Core Practices

- A. All ESG-funded activities shall operate in a manner consistent with the requirements of 25 CCR 8409, including but not limited to use of a homelessness coordinated entry system, housing first practices, and progressive engagement practices.
- B. All service providers receiving CA ESG funds shall take actions to create an effective, welcoming and affirming environment for all program participants and employees, including, but not limited to, persons of different races, ethnicities, sexual orientations, gender identities, and gender expressions.

17. Reporting and Recordkeeping

- A. By July 31 of each year, Contractor shall submit an Annual Performance Report to the Department. In accordance with federal reporting requirements, the report will include, but will not be limited to, beneficiary data, Minority Owned Business/Women Owned Business (MBE/WBE) data, and Section 3 data, if applicable.
- B. Contractor shall submit, within thirty (30) days after the end of the State-designated reporting period, in a manner and format approved by the Department, a Request for Funds (RFF) and Detailed Expense Report (DER). Compliance reports shall be submitted as specified by the Department. Close-out-of-grant progress reports shall be submitted within sixty (60) days after the end of the reporting period.
- C. Contractor shall manage and maintain all client data information using a Homeless Management Information System (HMIS) or comparable data system (defined as a separate data system that collects required HMIS and ESG data elements and complies with HUD Data and Technical Standards). Contractor shall collect all program data elements using the HMIS and comply with all reporting requirements.
- D. Contractor shall maintain all fiscal and program records pertaining to the Grant for a period of three (3) years after the Department closes its HUD grant or any other period specified in 24 CFR §576.500 (y).

NOTE: Record retention is based on the Department's HUD closing date; NOT three years from this Agreement expiration. The retention requirement can extend beyond 3 years after this Agreement expires. Therefore, the Contractor must contact the Department for the specific record retention date for this Agreement.

- E. Contractor shall submit required reports on forms approved by the Department.

EXHIBIT D

18. Sanctions

The Department may impose sanctions, as well as any other remedies available to it under law, on Contractor or its subrecipients, for failure to abide by any State and Federal laws and regulations applicable to the ESG Program. Such sanctions include:

- A. Conditioning a future grant on compliance with specific laws of regulations;
- B. Directing Contractor or its subrecipients to stop incurring costs under the current grant;
- C. Requiring that some or the entire grant amount is remitted to the Department;
- D. Reducing or disencumbering some or all of the amount of grant funds Contractor would otherwise be entitled to receive;
- E. Electing not to award future grant funds to Contractor, unless and until appropriate actions are taken by the Contractor to ensure compliance; and/or,
- F. Taking any other actions permitted pursuant to 24 CFR 576.501.

EXHIBIT E

SPECIAL TERMS AND CONDITIONS

Contractor shall abide by all applicable local, State and Federal laws pertaining to the ESG Program, including, but not limited to, all other applicable Federal laws cited in the Federal Statutes and the Federal Regulations including, but not limited to, the following:

1. Equal Opportunity Requirements

A. The Civil Rights, Age Discrimination, and Rehabilitation Acts Assurance:

During the performance of this Agreement, Contractor assures that no otherwise qualified person shall be excluded from participation of employment, denied program benefits, or be subjected to discrimination based on race, color, national origin, sex, religion, religious preference, age, or handicap, under any program or activity funded by this Agreement as required by Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11063, the Age Discrimination Act of 1975 and the Rehabilitation Act of 1973 and all implementing regulations.

B. Affirmative Outreach:

1) Contractor or its subrecipients must make known that the use of the facilities, assistance, and services are available to all on a nondiscriminatory basis. If it is unlikely that the procedures the Contractor or its subrecipients intends to use to make known the availability of its facilities, assistance, and services will reach persons of any particular race, color, religion, sex, age, national origin, familial status, or disability, who may qualify for those facilities and services, the Contractor or its subrecipients must establish additional procedures that ensure that those persons are made aware of the facilities, assistance, and services.

2) Contractor or its subrecipients must take appropriate steps to ensure effective communication with persons with disabilities including, but not limited to, adopting procedures that will make available to interested persons information concerning the location of assistance, services, and facilities that are accessible to person with disabilities. Consistent with Title VI and Executive Order 13166, applicants are also required to take reasonable steps to ensure meaningful access to programs and activities for Limited English Proficiency (LEP) persons.

C. The Training, Employment and Contracting Opportunities for Business and Lower Income Persons Assurance of Compliance:

1) The Work to be performed under this Agreement is on a project assisted under a program providing direct federal financial assistance from Housing and Urban Development (HUD) and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for Work in connection with the project be awarded to business concerns that

EXHIBIT E

provided economic opportunities for low- and very low-income persons residing within the metropolitan area (or nonmetropolitan county) in which the assistance is expended.

- 2) The parties to this Agreement will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of HUD set forth in 24 CFR Part 135 and all applicable rules and orders of the Department issued thereunder prior to the execution of this Agreement. The parties to this Agreement certify and agree that they are under no contractual or other impediment which would prevent them from complying with these requirements.
- 3) Contractor will send to each labor organization or representative of workers with which he/she had a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or worker's representative of his commitments under Section 3 and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

D. Contractor shall include Section 3 clauses, of the HUD Act of 1968, in every contract and subcontract for Work, in connection with the project and will, at the direction of the Department, take appropriate action pursuant to the contract upon a finding that the Contractor or any contractor or subcontractor is in violation of regulations issued by the Secretary of HUD, 24 CFR Part 135. Contractor will not sublet any contract, under the above conditions, unless the Contractor or subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

2. Shelter and Housing Standards

Emergency shelters must also meet the minimum safety, sanitation, and privacy standards at 24 CFR 576.403 (b), including but not limited to, accessibility standards in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; the Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35; where applicable.

If rapid rehousing or homeless prevention assistance is provided, the assisted housing must meet the minimum habitability standards at 24 CFR 576.403 (c).

3. Environmental Review Responsibilities

The Contractor shall supply all available, relevant information necessary for HCD to perform for each property any environmental review as required under 24 CFR Part 50. The Contractor shall also carry out mitigating measures required by HCD or select an alternate eligible property. HUD may eliminate from consideration any application that would require an environmental impact statement (EIS).

EXHIBIT E

The subrecipient, or any contractor of the subrecipient, may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project, or commit or expend ESG or local funds for eligible activities under this part, until HUD has performed an environmental review under 24 CFR Part 50 and the subrecipient has received HUD approval of the property. For all funded applications, HCD will inform the subrecipient any required additional environmental review.

4. Lead-Based Paint Hazards

The assistance provided under this agreement is subject to the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821 – 4845), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851 - 4856) and implementing regulations at part 35, subparts A, B, J, K, and R of Title 24 apply to activities under the Program.

5. Uniform Administrative Requirements, Cost Principles and Audit Requirements Federal Award

Contractor will comply with the requirements of 2 CFR 200.

6. Procurement of Goods and Services

Prior to the drawdown of ESG funds for the Contractor's purchase of goods or services, Contractor, shall comply with the Procurement Standards contained in 2 CFR 200. Contractor, when procuring goods with ESG funds, must provide the Department with evidence of compliance with these requirements, as applicable.

7. Procurement of Recovered Materials

Contractor and its subrecipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conversion and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceed \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

8. Faith-Based Activities

Pursuant to Section 8406 (b) (2) of the State Regulations, Contractor and its subrecipients listed in Exhibit B shall not require, as a condition of Program Participant housing, participation by Program Participants in any religious or philosophical ritual, service, meeting or rite. Contractor and its subrecipients listed in Exhibit B shall also comply with the requirements of 24 CFR Section 576.406 of the Federal Regulations.

EXHIBIT E

9. **Interest of Members, Officers or Employees of Contractors, Members of Local Governing Body**

Pursuant to 24 CFR 576.404, in addition to the conflict of interest requirements in OMB Circulars A-102 and A-110, no person:

- A. Who is an employee, agent, consultant, officer or elected as appointed official of the Contractor (or of any designated public agency); and,
- B. Who exercises or has exercised any functions or responsibilities with respect to assisted activities; or,
- C. Who is in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for him or herself or for those with whom he or she has family or business ties, during his or her tenure or for one (1) year thereafter. HUD may grant an exception to this exclusion as provided in 24 CFR §570.611 (d) and (e).

10. **State Contract Manual Requirements (Section 3.11, Federally-Funded Contracts (Rev. 3/03)):**

- A. It is mutually understood between the parties that this contract may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.
- B. This contract is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the purpose of this Program. In addition, this contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this contract in any manner.
- C. The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this contract shall be amended to reflect any reduction in funds.
- D. The department has the option to invalidate the contract under the 30-day cancellation clause or to amend the contract to reflect any reduction in funds.

11. **Assurance of Compliance with the "Violence Against Women Reauthorization Act of 2013" (VAWA) (S.47 - 113th Congress (2013-2014)) (as amended or reauthorized) Title VI - Safe Homes for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking - Sec. 601-603.**

VAWA provides housing protections for survivors of domestic and dating violence, sexual assault, and stalking when it comes to finding and keeping a home they can feel safe in.

EXHIBIT E

VAWA applies for all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation, and which must be applied consistently with all nondiscrimination and fair housing requirements. VAWA now expands housing protections to HUD programs beyond HUD's public housing program and HUD's tenant-based and project-based Section 8 programs. VAWA now provides enhanced protections and options for victims of domestic violence, dating violence, sexual assault, and stalking.

During the performance of this Agreement, the Contractor or its subrecipients assure that:

- A. Domestic Violence survivors are not denied assistance as an applicant, or evicted or have assistance terminated as a tenant, because the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, and stalking.
- B. It will implement an 'emergency transfer plan', which allows for domestic violence survivors to move to another safe and available unit if they fear for their life and safety.
- C. It will provide "Protections against denials, terminations, and evictions that directly result from being a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy."
- D. It will implement a 'Low-barrier certification process' where a domestic violence survivor need only to self-certify in order to document the domestic violence, dating violence, sexual assault, or stalking, ensuring third party documentation does not cause a barrier in a survivor expressing their rights and receiving the protections needed to keep themselves safe.

**County of Riverside Department of Public Social Services
Contracts Administration Unit
10281 Kidd Street
Riverside, CA 92503**

and

**Path of Life Ministries
2017 State Emergency Solutions Grant Program
Subrecipient Agreement for Rapid Rehousing Assistance**

HO-03658



JUL 31 2018

330

TABLE OF CONTENTS

1.	DEFINITIONS	4
2.	DESCRIPTION OF SERVICES	4
3.	PERIOD OF PERFORMANCE	4
4.	COMPENSATION	4
5.	AVAILABILITY OF FUNDS/NON-APPROPRIATION OF FUNDS	5
6.	TERMINATION	5
7.	DEFAULT	6
8.	REQUEST FOR WAIVER AND WAIVER OF BREACH	6
9.	OWNERSHIP, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL.....	6
10.	CONDUCT OF CONTRACTOR/ CONFLICT OF INTEREST	6
11.	RECORDS, INSPECTIONS, AND AUDITS.....	7
12.	CONFIDENTIALITY	7
13.	HOLD HARMLESS/INDEMNIFICATION	8
14.	INSURANCE.....	8
15.	WORKER'S COMPENSATION.....	10
16.	VEHICLE LIABILITY	10
17.	COMMERCIAL GENERAL LIABILITY.....	10
18.	INDEPENDENT CONTRACTOR	10
19.	NO DEBARMENT OR SUSPENSION.....	10
20.	COMPLIANCE WITH RULES, REGULATIONS, AND DIRECTIVES.....	11
21.	CLEAN AIR/WATER ACTS.....	11
22.	LEAD BASED PAINT	11
23.	ENVIRONMENTAL REQUIREMENTS.....	11
24.	SHELTER AND HOUSING STANDARDS.....	12
25.	EMPLOYMENT PRACTICES.....	12
26.	PERSONNEL.....	12
27.	LOBBYING	13
28.	ADVERSE GOVERNMENT ACTION	13
29.	SUBCONTRACTS	14
30.	SUPPLANTATION	14
31.	ASSIGNMENT	14
32.	FORCE MAJEURE	14
33.	GOVERNING LAW	15
34.	DISPUTES.....	15
35.	ADMINISTRATIVE/CONTRACT LIAISON	15
36.	CIVIL RIGHTS COMPLIANCE	15
37.	NOTICES.....	16
38.	SIGNED IN COUNTERPARTS	17
39.	MODIFICATION OF TERMS.....	18
40.	ENTIRE AGREEMENT	18

List of Schedules

- Schedule A – “Payment Provisions”
- Schedule B – “Scope of Services”

List of Attachments

- Attachment I – Assurance of Compliance
- Attachment II – DPSS Forms 2076A and 2076B
- Attachment III – DPSS ESG Supporting Documentation Instructions

Attachment IV – DPSS HUD Continuum of Care Time/Activity Report
Attachment V – RFP DPARC-530
Attachment VI – Project Application
Attachment VII – Standard Agreement -17-ESG-11846

This Agreement is made and entered into this 31st day of July 2018, by and between Path of Life Ministries, a California nonprofit corporation (herein referred to as "SUBRECIPIENT"), and the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (herein referred to as "COUNTY"). The parties agree as follows:

1. DEFINITIONS

- A. "Application" refers to the approved application and its submissions prepared by SUBRECIPIENT, which is the basis on which HUD approved the grant.
- B. "DPSS" or "COUNTY" refers to the County of Riverside and its Department of Public Social Services, which has administrative responsibility for this Agreement. DPSS and COUNTY are used interchangeably in this Agreement
- C. "ESG" refers Emergency Solutions Grant.
- D. "HCD" refers to State of California Department of Housing and Community Development.
- E. "HMIS" refers to the Riverside County Homeless Management Information System.
- F. "Participants" refers to individuals who utilize supportive housing services, including referral services or individuals who are residents or former residents of the housing project.
- G. "Project" refers to housing and/or supportive services for facilitating the movement of homeless individuals through the Continuum of Care into independent permanent housing.
- H. "RFP" refers to a Riverside County Request for Proposal.
- I. "SUBRECIPIENT or POLM" refer to the Path of Life Ministries including its employees, agents, representatives, subcontractors and suppliers. SUBRECIPIENT and POLM are used interchangeably in this Agreement.

2. DESCRIPTION OF SERVICES

SUBRECIPIENT shall provide all services at the prices stated in Schedule A, Payment Provisions, and as outlined and specified in Schedule B, Scope of Services.

3. PERIOD OF PERFORMANCE

This Agreement shall be effective **March 27, 2018** ("Effective Date") and continue through **July 30, 2019**, unless terminated earlier. SUBRECIPIENT shall commence performance upon the Effective Date and shall diligently and continuously perform thereafter.

4. COMPENSATION

COUNTY shall pay SUBRECIPIENT for services performed, products provided, or expenses incurred in accordance with Schedule A, "Payment Provisions." COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or product. Unless otherwise specifically stated in Schedule A, COUNTY shall not be responsible for payment of any of CONTACTOR's expenses related to this Agreement. At the expiration of the term of this Agreement, or upon termination prior to the expiration of the Agreement, any funds paid to SUBRECIPIENT, but not used for purposes of this Agreement shall revert to COUNTY within thirty (30) calendar days of the expiration or termination.

5. AVAILABILITY OF FUNDS/NON-APPROPRIATION OF FUNDS

The obligation of COUNTY for payment under this Agreement is contingent upon and limited by the availability of COUNTY funding from which payment can be made. There shall be no legal liability for payment on the part of COUNTY unless funds are made available for such payment by the State of California Department of Housing and Community Development (HCD). In the event such funds are not forthcoming for any reason, COUNTY shall immediately notify SUBRECIPIENT in writing and this Agreement shall be deemed terminated and be of no further force or effect. In the event the funding is reduced, COUNTY shall immediately notify SUBRECIPIENT in writing and it is mutually agreed that COUNTY has the option to immediately terminate this Agreement or to amend this Agreement to reflect the reduction of funds. COUNTY shall make all payments to SUBRECIPIENT that were properly earned prior to the unavailability or reduction of funding.

6. TERMINATION

- A. COUNTY may terminate this Agreement without cause upon giving ninety (90) calendar days written notice served on SUBRECIPIENT stating the extent and effective date of termination.
- B. COUNTY may, upon five (5) calendar days, written notice terminate this Agreement for SUBRECIPIENT's default, if SUBRECIPIENT refuses or fails to comply with the terms of this Agreement, or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, COUNTY may proceed with the work in any manner deemed proper by COUNTY.
- C. After receipt of the notice of termination, SUBRECIPIENT shall:
- (1) Stop all work under this Agreement on the date specified in the notice of termination; and
 - (2) Transfer to COUNTY and deliver in the manner directed by COUNTY any materials, reports or other products, which, if the Agreement had been completed or continued, would be required to be furnished to COUNTY.
- D. After termination, COUNTY shall make payment only for SUBRECIPIENT's performance up to the date of termination in accordance with this Agreement.
- E. SUBRECIPIENT's rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or willful and material breach of this Agreement by SUBRECIPIENT; or in the event of SUBRECIPIENT's unwillingness or inability, for any reason whatsoever, to perform the terms of this Agreement. In such an event SUBRECIPIENT shall not be entitled to any further compensation under this Agreement.
- F. SUBRECIPIENT may terminate this Agreement for cause upon ninety (90) calendar days written notice if DPSS refuses or fails to comply with the terms of this Agreement, or fails to make progress that may endanger performance and does not immediately cure such failure. SUBRECIPIENT shall state in writing the extent and effective date of termination.
- G. The rights and remedies of COUNTY provided in this section shall not be exclusive and are in addition to any other rights or remedies provided by law or this Agreement.

7. DEFAULT

- A. A default shall consist of any use of grant funds for a purpose other than as authorized by this Agreement or failure in SUBRECIPIENT'S duty to provide the supportive housing for the minimum term in accordance with the requirements of the provisions of the Emergency Solutions Grant Program regulations. In the event of an occurrence of default, COUNTY and HCD may take one or more of the following actions:
1. Issue a letter of warning advising SUBRECIPIENT of the default that establishes a date by which corrective actions must be completed and puts SUBRECIPIENT on notice that more serious actions will be taken if the default is not corrected or is repeated;
 2. Direct SUBRECIPIENT to submit progress schedules for completing the approved activities;
 3. Direct SUBRECIPIENT to establish and maintain a management plan that assigns responsibilities for carrying out remedial actions;
 4. Direct SUBRECIPIENT to reimburse the program accounts for costs inappropriately charged to the program; and/or
 5. Make recommendations to HCD to reduce or recapture the grant.
- B. No delay or omission by COUNTY in exercising any right or remedy available to it under this Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any SUBRECIPIENT default.

8. REQUEST FOR WAIVER AND WAIVER OF BREACH

Waiver of any provision of this Agreement must be in writing and signed by authorized representatives of the parties. No waiver or breach of any provision of the terms and conditions herein shall be deemed, for any purpose, to be a waiver or a breach of any other provision hereof, or of a continuing or subsequent waiver or breach. Failure of COUNTY to require exact, full compliance with any term of this Agreement shall not be construed as making any changes to the terms of this Agreement and does not prevent COUNTY from enforcing the terms of this Agreement.

9. OWNERSHIP, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL

SUBRECIPIENT agrees that all materials, reports, or products, in any form including electronic, created by SUBRECIPIENT for which SUBRECIPIENT has been compensated by COUNTY pursuant to this Agreement shall be the sole property of COUNTY. The material, reports or products may be used by the COUNTY for any purpose that COUNTY deems appropriate, including but not limited to, duplication and/or distribution within COUNTY or to third parties. SUBRECIPIENT agrees not to release or circulate, in whole or in part, such materials, reports, or products without prior written authorization of COUNTY.

10. CONDUCT OF SUBRECIPIENT/ CONFLICT OF INTEREST

- A. SUBRECIPIENT covenants that it presently has no interest, including but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with SUBRECIPIENT'S performance under this Agreement. SUBRECIPIENT further covenants that no person or subcontractor having any such interest shall be employed or retained by SUBRECIPIENT under this Agreement. SUBRECIPIENT

agrees to inform the COUNTY of all SUBRECIPIENT's interest, if any, which are or may be perceived as incompatible with COUNTY's interests.

- B. SUBRECIPIENT shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom SUBRECIPIENT is doing business or proposing to do business, in fulfilling this Agreement.

11. RECORDS, INSPECTIONS, AND AUDITS

- A. All performance, including services, workmanship, materials, facilities or equipment utilized in the performance of this Agreement, shall be subject to inspection and test by COUNTY or any other regulatory agencies at all times. This may include, but is not limited to, monitoring or inspecting performance through any combination of on-site visits, inspections, evaluations, and SUBRECIPIENT self-monitoring. SUBRECIPIENT shall cooperate with any inspector or COUNTY representative reviewing compliance with this Agreement and permit access to all necessary locations, equipment, materials, or other requested items.
- B. SUBRECIPIENT shall maintain auditable books, records, documents, and other evidence relating to costs and expenses for this Agreement. SUBRECIPIENT shall maintain these records for at least three (3) years after final payment has been made or until pending COUNTY, state, and federal audits are completed, whichever is later.
- C. Any authorized COUNTY, state or the federal representative shall have access to all books, documents, papers, electronic data and other records they determine are necessary to perform an audit, evaluation, inspection, review, assessment, or examination. These representatives are authorized to obtain excerpts, transcripts and copies as they deem necessary and shall have the same right to monitor or inspect the work or services as COUNTY.
- D. If SUBRECIPIENT disagrees with an audit, SUBRECIPIENT may employ a Certified Public Accountant (CPA) to prepare and file with COUNTY its own certified financial and compliance audit. SUBRECIPIENT shall not be reimbursed by COUNTY for such an audit regardless of the audit outcome.
- E. SUBRECIPIENT shall establish sufficient procedures to self-monitor the quality of services/products under this Agreement and shall permit COUNTY or other inspector to assess and evaluate SUBRECIPIENT's performance at any time, upon reasonable notice to the SUBRECIPIENT.

12. CONFIDENTIALITY

- A. As required by applicable law, COUNTY and SUBRECIPIENT shall maintain the privacy and confidentiality of all information and records, regardless of format, received pursuant to this Agreement ("confidential information"). Confidential information includes, but is not limited to, unpublished or sensitive technological or scientific information; medical, personnel, or security records; material requirements or pricing/purchasing actions; COUNTY information or data which is not subject to public disclosure; COUNTY operational procedures; and knowledge of contractors, subcontractors or suppliers in advance of official announcement. SUBRECIPIENT shall ensure that no person will publish, disclose, use or cause to be disclosed such confidential information pertaining to any applicant or recipient of services. SUBRECIPIENT shall keep all confidential information received from COUNTY in the strictest

confidence. SUBRECIPIENT shall comply with Welfare and Institutions Code Section (WIC) 10850.

- B. SUBRECIPIENT shall take special precautions, including but not limited to, sufficient training of SUBRECIPIENT's staff before they begin work, to protect such confidential information from loss or unauthorized use, access, disclosure, modification or destruction.
- C. SUBRECIPIENT shall ensure case records or personal information is kept confidential when it identifies an individual by name, address, or other specific information. SUBRECIPIENT shall not use such information for any purpose other than carrying out SUBRECIPIENT's obligations under this Agreement.
- D. SUBRECIPIENT shall promptly transmit to COUNTY all third party requests for disclosure of confidential information. SUBRECIPIENT shall not disclose such information to anyone other than COUNTY except when disclosure is specifically permitted by this Agreement or as authorized in writing in advance by COUNTY.

13. HOLD HARMLESS/INDEMNIFICATION

SUBRECIPIENT agrees to indemnify and hold harmless COUNTY, its departments, agencies, and districts (including their officers, employees and agents) (collectively "COUNTY Indemnitees"), from any liability, damage, claim or action based upon or related to any services or work of SUBRECIPIENT (including its officers, employees, agents, subcontractors or suppliers) arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury or death. SUBRECIPIENT shall, at its sole expense and cost including but not limited to, attorney fees, cost of investigation, defense, and settlements or awards, defend COUNTY Indemnitees in any such claim or action. SUBRECIPIENT shall, at its sole cost, have the right to use counsel of its choice, subject to the approval of COUNTY which shall not be unreasonably withheld; and shall have the right to adjust, settle, or compromise any such claim or action so long as that does not compromise SUBRECIPIENT's indemnification obligation. SUBRECIPIENT's obligation hereunder shall be satisfied when SUBRECIPIENT has provided COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim made. The insurance requirements stated in this Agreement shall in no way limit or circumscribe SUBRECIPIENT's obligations to indemnify and hold COUNTY harmless.

14. INSURANCE

- A. Without limiting or diminishing SUBRECIPIENT's obligation to indemnify or hold COUNTY harmless, SUBRECIPIENT shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverages during the term of this Agreement. As respects to the insurance section only, COUNTY herein refers to the County of Riverside, its agencies, districts, special districts, and departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.
- B. Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an AM BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the COUNTY Risk Manager. If the COUNTY's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.
- C. SUBRECIPIENT's insurance carrier(s) must declare its insurance self-insured retentions. If such self-insured retentions exceed \$500,000 per occurrence such retentions shall have the

prior written consent of the COUNTY Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to COUNTY, and at the election of the COUNTY's Risk Manager, SUBRECIPIENT's carriers shall either; 1) reduce or eliminate such self-insured retention as respects to this Agreement with COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

- D. SUBRECIPIENT shall cause SUBRECIPIENT's insurance carrier(s) to furnish the COUNTY with either 1) a properly executed original certificate(s) of insurance and certified original copies of endorsements effecting coverage as required herein, or 2) if requested to do so orally or in writing by the COUNTY Risk Manager, provide original certified copies of policies, including all endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) calendar days written notice shall be given to the COUNTY prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the COUNTY receives, prior to such effective date, another properly executed original certificate of insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverages set forth herein and the insurance required herein is in full force and effect. SUBRECIPIENT shall not commence operations until the COUNTY has been furnished original certificate(s) of insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the certificate of insurance.
- E. It is understood and agreed to by the parties hereto that SUBRECIPIENT's insurance shall be construed as primary insurance, and COUNTY's insurance and/or deductibles and/or self-insured retentions or self-insured programs shall not be construed as contributory.
- F. If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services, or there is a material change in the equipment to be used in the performance of the scope of work which will add additional exposures (such as the use of aircraft, watercraft, cranes, etc.), or the term of this Agreement, including any extensions thereof, exceeds five (5) years, the COUNTY reserves the right to adjust the types of insurance required under this Agreement and the monetary limits of liability for the insurance coverages currently required herein if, in the COUNTY Risk Manager's reasonable judgment, the amount or type of insurance carried by the SUBRECIPIENT has become inadequate.
- G. SUBRECIPIENT shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.
- H. The insurance requirements contained in this Agreement may be met with a program of self-insurance acceptable to COUNTY.
- I. SUBRECIPIENT agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

15. **WORKER'S COMPENSATION**

If SUBRECIPIENT has employees as defined by the State of California, SUBRECIPIENT shall maintain statutory Worker's Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of the County of Riverside, and, if applicable, to provide a Borrowed Servant/Alternate Employer Endorsement.

16. **VEHICLE LIABILITY**

If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then SUBRECIPIENT shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two (2) times the occurrence limit. Policy shall name COUNTY as Additional Insured.

17. **COMMERCIAL GENERAL LIABILITY**

Commercial General Liability insurance coverage, including but not limited to, premises liability, contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of SUBRECIPIENT's performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two (2) times the occurrence limit.

18. **INDEPENDENT CONTRACTOR**

It is agreed that SUBRECIPIENT is an independent contractor and that no relationship of employer-employee exists between the parties. SUBRECIPIENT and its employees shall not be entitled to any benefits payable to employees of COUNTY, including but not limited to, workers' compensation, retirement, or health benefits. COUNTY shall not be required to make any deductions for SUBRECIPIENT employees from the compensation payable to SUBRECIPIENT under this Agreement. SUBRECIPIENT agrees to hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any person or other party that an employer-employee relationship exists by reason of this Agreement. SUBRECIPIENT agrees to indemnify and defend, at its sole expense and cost, including but not limited, to attorney fees, cost of investigation, defense and settlements, or awards, COUNTY, its officers, agents, and employees in any legal action based upon such alleged existence of an employer-employee relationship by reason of this Agreement.

19. **NO DEBARMENT OR SUSPENSION**

SUBRECIPIENT certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a federal department or agency; has not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against it for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction; violation of federal or state anti-trust status; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; is not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated herein; and has not within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

20. **COMPLIANCE WITH RULES, REGULATIONS, AND DIRECTIVES**
 SUBRECIPIENT shall comply with all rules, regulations, requirements, and directives of applicable federal or state agencies and funding sources which impose duties and regulations upon COUNTY as though made with SUBRECIPIENT directly. SUBRECIPIENT shall comply with all applicable federal, state, and local laws, regulations, including but not limited to:
- a. County of Riverside Continuum of Care Written Standards:
<http://dpss.co.riverside.ca.us/files/pdf/homeless/resources/rivco-coc-written-standards-8-23-17.pdf>
 - b. HEARTH ACT 2009, 24CFR, parts 91 and 576:
https://www.hudexchange.info/resources/documents/HEARTH_ESGInterimRule&ConPlanConformingAmendments.pdf
 - c. County of Riverside Continuum of Care Board of Governance Charter:
<http://dpss.co.riverside.ca.us/files/pdf/homeless/resources/rivco-coc-charter-final-adopted-2017-08-23.pdf>
 - d. The California Code of Regulation Title 25, Div. 1, Chapter 7, Subchapter 20, Emergency Solutions Grant Program:
<http://www.hcd.ca.gov/grants-funding/active-funding/esg/docs/State-ESG-Regulations-Effective-April-1-2016.pdf>
 - e. HUD System Performance Measures:
<https://www.hudexchange.info/resources/documents/System-Performance-Measures-Introductory-Guide.pdf>
21. **CLEAN AIR/WATER ACTS**
 As required in all contracts with an estimated total value in excess of \$100,000, SUBRECIPIENT agrees to comply with all applicable requirements issued under Section 306 of the Clean Air Act (33 U.S.C. 1368), U.S. Executive Order 11738, and Environmental Protection Agency (EPA) regulations (40 CFR, Part 15). These laws and regulations require SUBRECIPIENT not to use facilities on the EPA list of violating facilities and to report violations to the EPA.
22. **LEAD BASED PAINT**
 SUBRECIPIENT shall comply with the requirements, if applicable, of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C 4821-4846) and implementing regulations issued pursuant thereto (24 CFR Part 35).
23. **ENVIRONMENTAL REQUIREMENTS**
 SUBRECIPIENT shall supply all available, relevant information necessary for COUNTY to perform for each property any environmental review as required under 24 CFR Part 50. SUBRECIPIENT shall also carry out mitigating measures required by COUNTY or select an alternate eligible property.
- SUBRECIPIENT, or any subcontractor of SUBRECIPIENT, may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project, or commit or expend ESG or local funds for eligible activities under this part, until HUD has performed an environmental review under 24 CFR Part 50 and SUBRECIPIENT has received HUD approval of the property.

For all funded Applications, COUNTY will inform SUBRECIPIENT any required additional environmental review.

24. SHELTER AND HOUSING STANDARDS

Emergency shelters must meet the minimum safety, sanitation, and privacy standards at 24 CFR 576.403 (b), including but not limited to, accessibility standards in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; the Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35; where applicable.

For rapid rehousing projects where ESG assistance is provided, the assisted housing must meet the housing quality standards and the minimum habitability standards per 24 CFR 576.403 (c).

25. EMPLOYMENT PRACTICES

A. SUBRECIPIENT shall comply with all federal and state statutes and regulations in the hiring of its employees.

B. SUBRECIPIENT shall not discriminate in its recruiting, hiring, promoting, demoting, or terminating practices on the basis of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex in the performance of this Agreement and, if applicable, with the provisions of the Fair Employment and Housing Act (FEHA) and the Federal Civil Rights Act of 1964 (P. L. 88-352).

C. In the provision of benefits, SUBRECIPIENT shall certify and comply with Public Contract Code 10295.3 and not discriminate between employees with spouses and employees with domestic partners, or discriminate between the domestic partners and spouses of those employees. For the purpose of this section, "domestic partner" means one of two persons who have filed a declaration of domestic partnership with the Secretary of State pursuant to Division 2.5 (commencing with Section 297) of the Family Code.

D. By signing this Agreement or accepting funds under this Agreement, SUBRECIPIENT shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Department of Labor regulations (41 CFR Chapter 60).

E. SUBRECIPIENT shall provide required data and certification to COUNTY in order to comply with child support enforcement requirements. The documentation will be provided within ten (10) days of notification of award of this Agreement when required by the Employment Development Department. Failure to submit the documentation or failure to comply with all federal and state reporting requirement for child support enforcement shall constitute a material breach of this Agreement.

26. PERSONNEL

A. Upon request by COUNTY, SUBRECIPIENT agrees to make available to COUNTY a current list of personnel that are providing services under this Agreement who have contact with children or adult clients. The list shall include:

(1) All staff who work full or part-time positions by title, including volunteer positions;

(2) A brief description of the functions of each position and hours each position worked;

(3) The professional degree, if applicable and experience required for each position.

B. COUNTY has the sole discretion to approve or not approve any person on the SUBRECIPIENT's list that has been convicted of any crimes involving sex, drugs or violence, or who is known to have a substantiated report of child abuse, as defined in Penal Code Section 11165.12, who occupies positions with supervisory or disciplinary power over minors, or who occupies supervisory or teaching positions over adult clients. COUNTY shall notify SUBRECIPIENT in writing of any person not approved, but to protect client confidentiality, may not be able to disclose the reason(s) for non-approval. Upon notification, SUBRECIPIENT shall immediately remove that person from providing services under this Agreement.

C. Background Checks

SUBRECIPIENT shall conduct criminal background records checks on all individuals providing services under this Agreement. Prior to these individuals providing services to clients, SUBRECIPIENT shall have received a criminal records clearance from the State of California Department of Justice (DOJ). A signed certification of such clearance shall be retained in each individual's personnel file. The use of criminal records for the purposes of employment decisions must comply with the Office of Federal Contract Compliance Programs Directive 2013-02 "Complying with Nondiscrimination Provisions: Criminal Record Restrictions and Discrimination Based on Race and National Origin" and California Government Code § 12952.

27. LOBBYING

A. SUBRECIPIENT shall ensure no federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, continuation, renewal, amendment, or modification of any federal contract, grant loan or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with such federal contract, grant, loan, or cooperative agreement, SUBRECIPIENT shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. SUBRECIPIENT shall require that the language of this certification be included in the award document for sub-awards at all tiers, including subcontracts, sub-grants, and contract under grants, loans, and cooperative agreements, and that all sub-recipients shall certify and disclose accordingly.

28. ADVERSE GOVERNMENT ACTION

In the event any action of any department, branch or bureau of the federal, state, or local government has a material adverse effect on either party in the performance of their obligations hereunder, then that party shall notify the other of the nature of this action, including in the notice a copy of the adverse action. The parties shall meet within thirty (30) calendar days and shall, in good faith, attempt to negotiate a modification to this Agreement that minimizes the adverse effect. Notwithstanding the provisions herein, if the parties fail to reach a negotiated modification concerning the adverse action, then the affected party may terminate this Agreement by giving at least one hundred eighty (180) calendar days' notice or may terminate sooner if agreed to by both parties.

29. SUBCONTRACTS

A. SUBRECIPIENT shall not enter into any subcontract with any subcontractor who:

- (1) Is presently debarred, suspended, proposed for debarment or suspension, or declared ineligible or voluntarily excluded from covered transactions by a federal department or agency;
- (2) Has within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for the commission of fraud; a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction; violation of federal or state anti-trust status; commission of embezzlement, theft, forgery, bribery; falsification or destruction of records; making false statements; or receiving stolen property;
- (3) Is presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in the paragraph above; and
- (4) Has within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

B. SUBRECIPIENT shall be fully responsible for the acts or omissions of its subcontractors and the subcontractors' employees.

C. SUBRECIPIENT shall insert clauses in all subcontracts to bind its subcontractors to the terms and conditions of this Agreement.

D. Nothing contained in this Agreement shall create a contractual relationship between any subcontractor or supplier of SUBRECIPIENT and COUNTY.

30. SUPPLANTATION

SUBRECIPIENT shall not supplant any federal, state or COUNTY funds intended for the purpose of this Agreement with any funds made available under any other agreement. SUBRECIPIENT shall not claim reimbursement from COUNTY for any sums which have been paid by another source of revenue. SUBRECIPIENT agrees that it will not use funds received pursuant to this Agreement, either directly or indirectly, as a contribution or compensation for purposes of obtaining state funds under any state program or COUNTY funds under any COUNTY programs without prior approval of COUNTY.

31. ASSIGNMENT

SUBRECIPIENT shall not assign or transfer any interest in this Agreement without the prior written consent of COUNTY. Any attempt to assign or transfer any interest without written consent of COUNTY shall be deemed void and of no force or effect.

32. FORCE MAJEURE

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

33. GOVERNING LAW

This Agreement shall be governed by the laws of the State of California. Any legal action related to the interpretation or performance of this Agreement shall be filed only in the Superior Court for the State of California or the U.S. District Court located in Riverside, California.

34. DISPUTES

- A. The parties shall attempt to resolve any disputes amicably at the working level. If that is not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement which is not resolved by the parties shall be decided by COUNTY's Compliance Contract Officer who shall furnish the decision in writing. The decision of COUNTY's Compliance Contract Officer shall be final and conclusive unless determined by a court to have been fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith. SUBRECIPIENT shall proceed diligently with the performance of this Agreement pending resolution of a dispute.
- B. Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

35. ADMINISTRATIVE/CONTRACT LIAISON

Each party shall designate a liaison that will be the primary point of contact regarding this Agreement.

36. CIVIL RIGHTS COMPLIANCE

A. Assurance of Compliance

SUBRECIPIENT shall complete the "Assurance of Compliance with Riverside County Department of Public Social Services Non-Discrimination in State and Federally Assisted Programs," attached as Attachment I. SUBRECIPIENT will sign and date Attachment I and return it to COUNTY along with the executed Agreement. SUBRECIPIENT shall ensure that the administration of public assistance and social service programs are non-discriminatory. To the effect that no person shall because of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed or political belief be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance.

B. Client Complaints

SUBRECIPIENT shall further establish and maintain written referral procedures under which any person, applying for or receiving services hereunder, may seek resolution from COUNTY of a complaint with respect to any alleged discrimination in the provision of services by SUBRECIPIENT's personnel. SUBRECIPIENT must distribute to social service clients that apply for and receive services, "Your Rights Under California Welfare Programs" brochure (Publication 13). For copies of this brochure, visit the following website at:

<http://www.cdss.ca.gov/inforesources/Civil-Rights/Your-Rights-Under-California-Welfare-Programs>

Civil Rights Complaints should be referred to:

Civil Rights Coordinator

Riverside County Department of Public Social Services
 7894 Mission Grove Parkway, Suite 100
 Riverside, CA 92508
 (951) 358-6841

C. Services, Benefits and Facilities

SUBRECIPIENT shall not discriminate in the provision of services, the allocation of benefits, or in the accommodation in facilities on the basis of color, race, religion, national origin, sex, age, sexual preference, physical or mental handicap in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. Section 2000d and all other pertinent rules and regulations promulgated pursuant thereto, and as otherwise provided by State law and regulations, as all may now exist or be hereafter amended or changed. For the purpose of this Section, discrimination means denying a participant or potential participant any service, benefit, or accommodation that would be provided to another and includes, but is not limited to, the following:

- (1) Denying a participant any service or benefit or availability of a facility.
- (2) Providing any service or benefit to a participant which is different, or is provided in a different manner, or at a different time or place from that provided to other participants on the basis of race, color, creed or national origin.
- (3) Restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit. Treating a participant differently from others in satisfying any admission requirement or condition, or eligibility requirement or condition, which individuals must meet in order to be provided any service or benefit.

D. Cultural Competency

SUBRECIPIENT shall cause to be available bilingual professional staff or qualified interpreter to ensure adequate communication between clients and staff. Any individual with limited English language capability or other communicative barriers shall have equal access to services. For the purpose of this Section, a qualified interpreter is defined as someone who is fluent in English and in the necessary second language, can accurately speak, read and readily interpret the necessary second language and/or accurately sign and read sign language. A qualified interpreter must be able to translate in linguistically appropriate terminology necessary to convey information such as symptoms or instructions to the client in both languages.

37. NOTICES

All notices, claims, correspondence, or statements authorized or required by this Agreement shall be deemed effective three (3) business days after they are made in writing and deposited in the United States mail addressed as follows:

DPSS:
 (Agreement Issues)
 Department of Public Social Services
 Contracts Administration Unit
 P.O. Box 7789
 Riverside, CA 92513

(Program Issues)
Department of Public Social Services
Homeless Program Unit
4060 County Circle Drive
Riverside, CA 92503

Invoices and other financial documents:
Department of Public Social Services
Fiscal/Management Reporting Unit
4060 County Circle Drive
Riverside, CA 92503

SUBRECIPIENT:
Path of Life Ministries
Executive Director
PO Box 1445
Riverside, CA 92502

38. SIGNED IN COUNTERPARTS

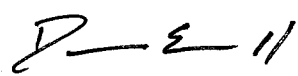
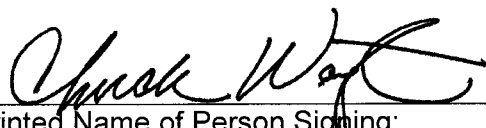
This Agreement may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

39. MODIFICATION OF TERMS


This Agreement may be modified only by a written amendment signed by authorized representatives of both parties.

40. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. All prior or contemporaneous agreements of any kind or nature relating to the same subject matter shall be of no force or effect.

Authorized Signature for SUBRECIPIENT 	Authorized Signature for COUNTY 
Printed Name of Person Signing: Damien O'Farrell	Printed Name of Person Signing: Chuck Washington
Title: Chief Executive Officer	Title: Chair, Board of Supervisors

FORM APPROVED COUNTY COUNSEL
 BY:  7/13/18
 DANIELLE D. MALAND DATE

ATTEST:
 KECIA HARPER-IHEM, Clerk
 BY: 
 DEPUTY

Schedule A
Payment Provisions

A.1 METHOD, TIME, AND CONDITIONS OF PAYMENT

- a. SUBRECIPIENT shall be reimbursed by COUNTY, for an amount not to exceed \$161,800.00. Said funds shall be spent according to the Budget shown below.

BUDGET CATEGORY	Total
Rental Assistance	\$31,971.00
Staff	\$106,085.00
Transportation	\$23,744.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$161,800.00

- b. SUBRECIPIENT will be paid the actual amount of each monthly invoice for payment. If the required supporting documentation is not provided, COUNTY may delay payment until the information is received by COUNTY.
- c. SUBRECIPIENT shall submit claim in accordance with the guidelines in the ESG Eligible Expense Guide. For copies of this Guide, visit the following website at:

<http://www.hcd.ca.gov/grants-funding/docs/ESG-Eligible-Expense-Guide.pdf>

SUBRECIPIENT is responsible to follow the most current Guide available.

- d. All completed claims must be submitted on a monthly basis no later than 30 days after the end of each month in which the services were provided. All complete claims submitted in a timely manner shall be processed within forty-five (45) calendar days (see A.2 DISBURSEMENT OF FUNDS for actual payment information).
- e. SUBRECIPIENT shall submit:
1. DPSS Forms 2076A, 2076B (Attachment II)
 2. DPSS ESG Supporting Documentation Instructions (Attachment III)
 3. DPSS HUD Continuum of Care Time/Activity Report (Attachment IV)
- f. Each claiming period shall consist of a calendar month.
- g. All Program funds shall be expended by **7/30/2019**.
- h. SUBRECIPIENT shall ensure that funds provided under this Agreement are not used to pay developer's fees, to establish working capital, or operate deficit funds.
1. Cash or In-Kind Match Documentation
SUBRECIPIENT must match all ESG funding on a dollar for dollar basis. Match must be used for the costs of eligible activities. Matching funds provided by SUBRECIPIENT must be money provided to the project by one or more of the following: SUBRECIPIENT, the federal government, state and local governments, and/or private resources. Non-cash

resources such as in-kind contributions of goods or services may be used to fulfill matching funds requirements. Matching funds provided by state or local government used in a matching contribution are subject to maintenance of effort requirements.

SUBRECIPIENT shall provide match documentation as set forth in this Agreement. Match documentation must be submitted with monthly billing claims. DPSS will verify utilization of the match through a monthly desk review and on-site monitoring visits.

2. In the event that SUBRECIPIENT does not meet the requirements in paragraph A.1.h.1 above, COUNTY reserves the right to suspend or terminate this Agreement.

i. An expenditure which is not authorized by the Agreement, or which cannot be adequately documented, shall be disallowed and must be reimbursed to COUNTY by SUBRECIPIENT.

A.2 DISBURSEMENT OF FUNDS

COUNTY shall disburse funds under this Agreement to SUBRECIPIENT as follows:

- a. SUBRECIPIENT shall submit claims for reimbursement pursuant to the Budget listed in paragraph A.1.a. on a monthly basis.
- b. COUNTY is the pass-thru agency for these funds. Once a claim is reviewed and approved, a Request for Funds is sent to the State. When the requested funds are received from the State, COUNTY will submit the payment to the agency. (This process can take from 4-6 weeks.)
- c. Administrative costs are costs associated with accounting for the use of grant funds, preparing reports for submission to HCD, obtaining program audits, similar costs related to administering the grant after the award, and staff salaries associated with these administrative costs.

A.3 WITHHELD PAYMENTS

- a. Unearned payments under this Agreement may be suspended or terminated if grant funds to COUNTY are suspended terminated, or if SUBRECIPIENT refuses to accept additional conditions imposed on it by HCD or COUNTY.
- b. COUNTY has the authority to withhold funds under this Agreement pending a final determination by COUNTY of questioned expenditures or indebtedness to COUNTY arising from past or present agreements between COUNTY and SUBRECIPIENT. Upon final determination by COUNTY of disallowed expenditures or indebtedness, COUNTY may deduct and retain the amount of the disallowed or indebtedness from the amount of the withheld funds.
- c. Payments to SUBRECIPIENT may be withheld by COUNTY if SUBRECIPIENT fails to comply with the provisions of this Agreement.

A.4 FISCAL ACCOUNTABILITY

- a. SUBRECIPIENT agrees to manage funds received through COUNTY in accordance with sound accounting policies; incur and claim only eligible costs for reimbursement; and adhere to accounting standards established in 2 CFR Part 200.
- b. SUBRECIPIENT must establish and maintain on a current basis an accrual accounting system in accordance with generally accepted accounting principles and standards. Further, SUBRECIPIENT must develop an accounting procedure manual. Said manual shall be made available to COUNTY upon request or during fiscal monitoring visits.

Schedule B
Scope of Services

SCOPE OF SERVICES

- A. SUBRECIPIENT shall be responsible for the overall administration of the Project, including overseeing all subcontractors, client services, and case management, medical care, social services support, and legal support. SUBRECIPIENT will also provide client linkages to other sources of support. SUBRECIPIENT will keep records and reports established to carry out the program in an effective and efficient manner. These records and reports must include racial and ethnic data on participants for program monitoring and evaluation.
- B. SUBRECIPIENT shall provide services as set forth in the Scope of Work (**paragraph K of this schedule**).
- C. SUBRECIPIENT will be responsible to meet the requirements include in RFP DPARC-530 (Attachment V), the SUBRECIPIENT's Project Application (Attachment VI), and Standard Agreement Number 17-ESG-11846 between HCD and COUNTY (Attachment VII). DPARC-530, the Project Application, and Standard Agreement Number 17-ESG-11846 between HCD and COUNTY are incorporated herein by this reference. In the event any provisions of these documents conflict with each other or this Agreement, the order of precedence shall be as follows: (1) Standard Agreement Number 17-ESG-11846 between HCD and COUNTY, (2) this Agreement, (3) Project Application, and (4) DPARC-530.
- D. SUBRECIPIENT must ensure that all ESG Program participants comply with the regulations applicable to the ESG program as set forth in 24 CFR Part 58, and 24 CFR Part 576. Additionally, nonprofit organizations funded by the ESG Program shall comply with the requirements of 24 CFR Part 84 as though they were subrecipients pursuant to 24 CFR Part 84. Also, Units of general local government funded by the ESG Program shall comply with the requirements of 24 CFR Part 85. In the event that any federal or state laws or regulations, including without limitation regulations by the Department of Housing and Urban Development ("HUD") add, delete, modify, or otherwise change any statutory or regulatory requirements concerning the use or administration of these funds, ESG Program participants shall comply with such requirements, as amended.
- E. SUBRECIPIENT must participate in the CoC Coordinated Entry System. The Coordinated Entry System (CES) is a part of the Riverside County Continuum of Care's cohesive and integrated housing crisis response system with our existing programs, bringing them together into a "no-wrong-door" system. The CES is designed to coordinate program participant intake, assessment, and provision of referrals.
- F. SUBRECIPIENT shall comply with the Educational Assurance requirements as stipulated in the McKinney-Vento Homeless Education Assistance Improvements Act.
- G. SUBRECIPIENT agrees to participate in the Homeless Management Information System (HMIS).
1. Participation is defined by HMIS training attendance, complying with Riverside County HMIS security policies and procedures, and entering required client data on a regular and timely basis.
 2. COUNTY retains the rights to the HMIS and case management software application used in the operations of this property. COUNTY will grant SUBRECIPIENT access to use the HMIS software for the term of this Agreement.

3. SUBRECIPIENT shall ensure that employees using HMIS for client intake capture all required data fields, as set forth in the County of Riverside Continuum of Care HMIS Policies and Procedures Manual, which is located on the DPSS website: <http://dpss.co.riverside.ca.us/homeless-programs>.
 4. SUBRECIPIENT must maintain a valid HMIS End User Agreement on file with COUNTY, which is located on the DPSS website: <http://dpss.co.riverside.ca.us/homeless-programs>.
- H. COUNTY shall assign staff to serve as liaison and program coordinator between COUNTY and SUBRECIPIENT. This staff will provide the SUBRECIPIENT programmatic consultation and advise SUBRECIPIENT of all-pertinent existing guidelines and regulations. Additionally, the staff will provide or arrange for consultation and technical assistance to SUBRECIPIENT as needed.
- I. RECORDKEEPING AND REPORTING
1. SUBRECIPIENT agrees to collect and maintain records of participants for required federal, state, and COUNTY reports.
 2. SUBRECIPIENT shall submit the following reports:
 - a Annual performance reports during the period of the grant consistent with HUD requirements for ESG funds;
 - b A written completion report must be submitted within 60 days after expiration of the Standard Agreement and;
 - c Additional reports may be requested by COUNTY and/or HCD to meet other applicable reporting or audit requirements.
- J. MONITORING GRANT ACTIVITIES
1. An onsite monitoring visit of the homeless service provider shall occur whenever deemed necessary by COUNTY, but at least once during the grant period.
 2. COUNTY will monitor the performance of SUBRECIPIENT based on a risk assessment and according to the terms of this Agreement.
 3. COUNTY will monitor SUBRECIPIENT and funded project based on the performance measures used by HUD in ESG or the Continuum of Care program. In the event that project-level or system-wide performance consistently remains in the lowest quartile compared to all participant Service Areas in the Continuum of Care allocation, COUNTY will work collaboratively with SUBRECIPIENT to develop performance improvement plans which will be incorporated into this Agreement and other agreements required under 25 CCR Section 8403.
 4. If it is determined that a SUBRECIPIENT falsified any certification, Application information, financial, or contract report, SUBRECIPIENT shall be required to reimburse the full amount of the ESG award to COUNTY, and may be prohibited from any further participation in the ESG program. COUNTY may impose any other actions permitted under 24 CFR 576.501 (c).
- K. SCOPE OF WORK
- The ESG goal of the Path of Life Ministries ("POLM") is to provide critical and quality services to assist individuals and individuals with families (with veterans and veterans with families as priority the population) to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. As part of a comprehensive continuum of services for individuals, guided by Individualized Service Plans, POLM will provide eight (8) new Rapid

Re-Housing units for the COUNTY to **individuals (including veterans)/or families** who are "literally homeless". POLM will also retain two (2) Housing Locators that will identify housing to be used in the COUNTY's Coordinated Entry System (CES).

Overview of proposed programs, activities, and/or services to be provided:

Rapid Rehousing

POLM will make this service available for individuals or individuals with families that are considered "literally homeless" and includes housing relocation and stabilization services (rental application fees, security deposits, utility deposits or payments, last month's rent, housing search and placement activities, and housing stability case management) and tenant-based rental assistance for **eight (8)** new Rapid Rehousing units for the COUNTY. Participants in the rapid rehousing program work with an Outreach Navigator to obtain immediate housing. The individual or family is provided subsidized rental assistance in set increments up to 24 months while receiving supportive services. The total period for which any program participant may receive services must not exceed 12 months during any three year period. POLM will also retain **two (2)** Housing Locators that will identify housing to be used in the COUNTY's Coordinated Entry System (CES). The Housing locators will work to establish a countywide housing inventory and build relationships with landlords to accelerate housing placement through expanded affordable housing options while simultaneously providing other supportive services, such as behavioral health and medical services, to ensure quick placement into housing. Based on the need and its capacity to provide the most impactful and economic services, POLM is proposing to provide the following ESG services as part of an individualized and comprehensive approach that is rooted in the Housing First policy.

Proposed programs, activities and services to be provided:

POLM will provide Rapid Re-Housing services as part of a client-centered, holistic approach to providing services to individuals and their families (in alignment with the Housing First policy model) that includes:

- **Intake and Assessment:**

The service models for POLM demonstrate a streamlined integration of all services activities with mainstream resources as well as additional community resources. The case management/navigation component of the program directly connects participants with these resources. Those individuals and their families who may not be eligible for ESG services will be linked to other appropriate community programs.

- **Service Planning:**

Working in cooperation with the POLM Case Manager the client (and family if applicable) will develop an individualized Service Plan based on information learned during the intake/assessment phase.

- **Comprehensive Wrap Around Case Management Services:**

The POLM Case Manager will provide individuals and their families with case management to ensure they transition to self-sufficiency. This will include arrangement, coordination, monitoring, and delivery of services related to meeting the housing needs of clients and helping them obtain housing stability. The Case Manager will meet with each client at least once monthly to provide support and assistance towards achieving each individualized Service Plan.

- **Access to Supportive Services:**

All POLM clients have access to an array of supportive services offered by POLM including:

- Temporary housing/emergency shelter
- 2-1-1 hotline for social services
- Social security benefits
- Cal-Works and other income security programs provided by the County of Riverside, Department of Public Social Services (DPSS)
- Cal-Fresh (formerly known as Food Stamps) assistance
- Low Income Energy Assistance Programs
- Affordable housing information
- Employment assistance and job training programs
- Health care and mental health services
- Services for victims of domestic violence
- Veteran services
- Specialized services such as legal services and credit counseling

- **Aftercare/Follow-Up Services:**

Case Management begins on day one and continues through aftercare/follow-up services provided by the POLM Case Manager to ensure gains and strengths are maintain, employment is maintained and housing stability is sustained for the long-term.

PERFORMANCE INDICATORS

POLM is an experienced vendor with the Riverside County Department of Public Social Services. The organization is also seasoned in contract management and program implementation where EFSP and ESG funds are utilized.

POLM will meet the identified Performance Standards as follows:

- POLM understands the Housing First policy as stated above. POLM has also read, understands and will comply with all parts of The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, 24 CFR Parts 91 and 576 ;
- POLM has also read, understands and will comply with all parts of The Emergency Solutions Grant State of California Regulations;
- POLM has also read, understands and will comply to the applicable written standards of the County of Riverside Continuum of Care Written Standards (current version; coordinate with the Riverside County Continuum of Care for latest version) ;
- POLM is required to participate in the Homeless Management Information System (HMIS) per the ESG and CoC Interim Rule (24 CFR Part 576 and Part 578). HMIS provides an opportunity to document homelessness and helps to ensure coordination between service providers while avoiding duplication of services and client data;
- POLM will participate in multi-directional data sharing relationship between multiple organizations. In order to systematically share data, the participating agencies must jointly establish a data sharing network formalized by the execution of guidelines, with the understanding they agree to future updates to the guidelines made by the HMIS Administrators Council;
- POLM will continue to be a "Member In Good Standing" in the Riverside County Continuum of Care Charter ;

- POLM will utilize a comprehensive, universal assessment tool called the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) to make an informed, reasonable, and objective assessment of each individual and/or family ;
- POLM will accept (and welcome) referrals from the Riverside County Continuum of Care Coordinated Entry System (CES);
- POLM will continue to provide regular, on-going outreach to those facing homelessness in our community, and POLM staff will serve on the CES Advisory Committee and Navigation Council;
- POLM provide assessments leading to wrap-around case management services that promote self-independence and self-sufficiency, including direct linkages to mainstream service providers as needed (which could lead to and include graduation from services and/ or permanent housing);
- POLM will participate in monitoring and site visits. The three basic goals for oversight and monitoring of the progress and performance of the ESG sub-recipient includes:
 - Ensure that ESG funds are used effectively to assist homeless individuals and families and that the basic ESG program goals are met;
 - Ensure compliance with ESG regulations and program requirements in the usage of funds and in carrying out program activities; and
 - Enhance and develop the management capacity of grantees or recipients.
- POLM will comply with the matching funds requirement:
 - POLM must make matching contributions to supplement the recipient's ESG program in an amount that equals the amount of ESG funds provided by the State of California Housing and Community Development (HCD) Department;
 - Matching contributions may be obtained from any eligible source, including any Federal source other than the ESG program, as well as state, local, and private sources. Additional requirements apply to matching contributions from a Federal source of funds;
 - Matching contributions must be provided after the date that HCD signs the grant agreement.
- As indicated, based on the contract start date, POLM will achieve the following annual performance goals:
 - Rapid Rehousing Performance Benchmarks for project quality, as stated on the Riverside County Continuum of Care Written Standards;
 - Expenditure of 20% of Contracted Amount / Achievement of 20% Program Goal by end of the 1st quarter;
 - Expenditure of 50% of Contracted Amount / Achievement of 50% Program Goal by end of the 2nd quarter;
 - Expenditure of 80% of Contracted Amount / Achievement of 80% Program Goal by end of the 3rd quarter; and
 - Expenditure of 100% of Contracted Amount / Achievement of 100% Program Goal by end of the 4th quarter.

ATTACHMENT I
Assurance of Compliance

**ASSURANCE OF COMPLIANCE WITH
THE RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
NONDISCRIMINATION IN STATE AND FEDERALLY ASSISTED PROGRAMS**

Path of Life Ministries
NAME OF ORGANIZATION

HEREBY AGREES THAT it will comply with Title VI and VII of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973 as amended; the Age Discrimination Act of 1975 as amended; the Food Stamp Act of 1977, as amended and in particular section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code Section 51 et seq., as amended; California Government Code section 11135-11139.5, as amended; California Government Code section 12940 (c), (h) (1), (i), and (j); California Government Code section 4450; Title 22, California Code of Regulations section 98000 – 98413; Title 24 of the California Code of Regulations, Section 3105A(e); the Dymally-Alatorre Bilingual Services Act (California Government Code Section 7290-7299.8); Section 1808 of the Removal of Barriers to Interethnic Adoption Act of 1996; and other applicable federal and state laws, as well as their implementing regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91, 7 CFR Part 15, and 28 CFR Part 42], by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed or political belief be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVE ASSURANCE THAT it will immediately take any measures necessary to effectuate this Agreement.

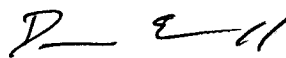
THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited.

BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code section 10605, or Government Code section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

06-21-18

Date



Director's Signature

1240 Palmyrite Ave Riverside CA 92507

Address of Vendor/Recipient
(08/13/01)

CR50-Vendor Assurance of Compliance

COUNTY OF RIVERSIDE
DEPARTMENT OF PUBLIC SOCIAL SERVICES

SUBRECIPIENT PAYMENT REQUEST

To: Riverside County
Department of Public Social Services
Attn: Management Reporting Unit
4060 County Circle Drive
Riverside, CA 92503

From: Path of Life Ministries
Remit to Name

Address

Subrecipient Name

Subrecipient Number

Total amount requested _____ for the period of _____ 20 _____

Select Payment Type(s) Below:

- | | |
|---|--|
| <input type="checkbox"/> Advance Payment \$ _____
(if allowed by Contract/MOU) | <input type="checkbox"/> Actual Payment \$ _____
(Same amount as 2076B if needed) |
| <input type="checkbox"/> Unit of Service Payment \$ _____
_____ # of Units) X (\$) _____ | _____ # of Units) X _____ (\$)_ _____ |
| _____ # of Units) X (\$) _____ | _____ # of Units) X _____ (\$)_ _____ |
| _____ # of Units) X (\$) _____ | _____ # of Units) X _____ (\$)_ _____ |

Any questions regarding this request should be directed to: _____
Name Phone Number

I hereby certify under penalty of perjury that to the best of my knowledge the above is true and correct

Authorized Signature Title Date

FOR DPSS USE ONLY (DO NOT WRITE BELOW THIS LINE)

Business Unit (5) _____
Account (6) _____
Fund (5) _____
Dept ID (10) _____
Program (5) _____
Class (10) _____
Project/Grant (15) _____

Purchase Order # (10) _____ Invoice # _____
Amount Authorized _____
If amount authorized is different from amount request, please explain:

Program (if applicable) _____ Date _____
Management Reporting Unit _____ Date _____
Contracts Administration Unit Date _____

Vendor Code (10)

General Accounting Section

Date

COUNTY OF RIVERSIDE DEPARTMENT OF PUBLIC SOCIAL SERVICES SUBRECIPIENT EXPENDITURE REPORT (2076B)

SUBRECIPIENT:

ACTUAL EXPENDITURES FOR (MM/YYYY)

CONTRACT #:

EXPENSE CATEGORY	APPROVED BUDGETED AMOUNT	CURRENT EXPENDITURES BI LLABLE AMOUNT	CUMULATIVE EXPENDITURES	UNEXPENDED BUDGETED AMOUNT
------------------	--------------------------	---------------------------------------	-------------------------	----------------------------

List each item as outlined in contract budget.

TOTAL BUDGET/EXPENSES				

IN-KIND CASH CONTRIBUTION

List each type of contribution				
TOTAL IN-KIND/CASH MATCH				

CLIENT FEES COLLECTED	CURRENT PERIOD	YEAR TO DATE
-----------------------	----------------	--------------

DEPARTMENT OF PUBLIC SOCIAL SERVICES FORMS

Mailing Instructions: When completed, these forms will summarize all of your claims for payment. Your Claims Packet will include DPSS 2076A, 2076B (if required), invoices, payroll verification, and copies of canceled checks attached, receipts, bank statements, sign-in sheets, daily logs, mileage logs, and other back-up documentation needed to comply with Contract/MOU.

Mail Claims Packet to address shown on upper left corner of DPSS 2076A.
[see method, time, and schedule/condition of payments].
(Please type or print information on all DPSS Forms.)

DPSS 2076A
SUBRECIPIENT PAYMENT REQUEST

"Remit to Name"

The legal name of your agency.

"Address"

The remit to address used when this contract was established for your agency. All address changes must be submitted for processing prior to use.

"SUBRECIPIENT Name"

Business name, if different than legal name (if not leave blank).

"Contract Number"

Can be found on the first page of your contract.

"Amount Requested"

Fill in the total amount and billing period you are requesting payment for.

"Payment Type"

Check the box and enter the dollar amount for the type(s) of payment(s) you are requesting payment for.

"Any questions regarding..."

Fill in the name and phone number of the person to be contacted should any questions arise regarding your request for payment.

"Authorized Signature, Title, and Date (SUBRECIPIENT's)"

Self-explanatory (required). Original Signature needed for payment.

EVERYTHING BELOW THE THICK SOLID LINE IS FOR DPSS USE ONLY AND SHOULD BE LEFT BLANK.

ATTACHMENT III
DPSS ESG Supporting Documentation Instructions

SUPPORTING DOCUMENTATION

The general rule for supporting documentation is that for any program cost that is to be reimbursed (or used as match), provide the invoice which documents that a cost was incurred, and a receipt, or a copy of a check, a check stub, or copy of bank statement to substantiate the amount paid. Supporting documentation must be **legible, clear, and organized**. DPSS must be able to tie your request to the amounts claimed after each line item on the Claim Form. Costs can only be reimbursed if they have been included in the original Technical Submission/Application.

Documentation for like line items should be clipped together and identified with a summary sheet or label identifying the Line Item Number or the Activity as listed on the Claim Form A spreadsheet itemizing the expenses, or at a minimum, an adding machine tape showing the expenses with a matching amount on the claim form is helpful. The clearer the information is that you provide, the quicker we will be able to process the claim.

The Fiscal Management Reporting Unit reviews each claim for expenses that are:
Allowable Allocable Reasonable

CLAIM DOCUMENTATION REQUIRED BY DPSS

RAPID REHOUSING / EMERGENCY SHELTER

Lease agreement - Must be submitted at time of client entry into the program and each time a lease expires or changes.)

Invoice or documentation of rent amount and due date

Proof of payment (receipt and cancelled check or check stub)

STAFF (Street Outreach, Rapid Rehousing, Emergency Shelter, HMIS & Admin)

ESG Program Individual Staff Breakdown form

Time Sheet

Time and Activity Report (*if staff is not 100% dedicated to grant*)

Pay Stub or Payroll Report

EXPENSES (Street Outreach, Rapid Rehousing, Emergency Shelter, HMIS & Admin)

Invoice or receipt that is dated and has a detailed explanation of charges.

Proof of payment (cancelled check or check stub)

ATTACHMENT IV DPSS HUD Continuum of Care Time/Activity Report

HUD CONTINUUM OF CARE TIME/ACTIVITY REPORT
AGENCY NAME - EMPLOYEE NAME

DATES: (dates for pay period)

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL		
Care Mgmt																																		
Housing																																		
Total																																		
EMERGENCY INTAKE STAFF																																		
Essential Svcs-Crime Mgmt																																		
Essential Svcs-Crime Care																																		
Essential Svcs-Education Svcs																																		
Essential Svcs-Employment Assisjob Training																																		
Essential Svcs-Occupant Health Svcs																																		
Essential Svcs-Legal Svcs																																		
Essential Svcs-Life Skills Training																																		
Essential Svcs-Mental Health Svcs																																		
Essential Svcs-Substance Abuse Treatment Svcs																																		
Essential Svcs-Transportation																																		
Essential Svcs-Svcs for Special Populations																																		
Shelter Ops - Maintenance																																		
Shelter Ops - Security																																		
Total ES																																		
ADMIN STAFF																																		
Admin																																		
Total ADMIN																																		
Non-Project																																		
Vacation																																		
Sick																																		
Holiday																																		
Other Paid Time Off																																		
Total Fringe																																		
TOTALS																																		

Total Hours	0.00
Total Fringe Hrs	0.00
Difference	0.00
Actual Hrs - RRR	0.00
Actual Hrs - ES	0.00
Actual Hrs - ADMIN	0.00
Non-Project Hours	0.00

I certify that this is a true and accurate report of my time and the activities were performed as shown.

Employee Signature

Date

Supervisor Signature

Date

RRH

**ATTACHMENT A
BIDDER PROPOSAL RESPONSE**

ORIGINAL

**2017 COMPETITION
REQUEST FOR PROPOSAL # DPARC-530**

STATE EMERGENCY SOLUTIONS GRANT HOMELESS ASSISTANCE PROGRAM



Contact:
Rowena Concepcion, Administrative Services Officer
Riverside County – Homeless Program Unit
4060 County Circle Drive
Riverside, CA 92503
(951) 358-5638 / (951) 358-7755 (fax)
Email: rconcepc@riversidedpss.org

NIQP Code(s): 95237, 95249, 95255, and 95278

This RFP and any ensuing Addendums are available at the following link:
<http://dpss.co.riverside.ca.us/homeless-programs/housing-and-urban-development>
and
www.publicpurchase.com

**NOTE: BIDDERS ARE RESPONSIBLE TO READ ALL INFORMATION THAT IS STATED IN THIS
REQUEST FOR PROPOSAL AND PROVIDE A RESPONSE AS REQUIRED**

Tab A Proposal Checklist

Instructions:

- This section must be filled in and each item checked off to ensure all items requested by the County in this RFP have been submitted.
- Follow the instructions in each section of this RFP.
- Present all requested items in the index tabs ordered A through I as shown.
- Label each item presented and include additional items on your Table of Contents.
- All proposals must include a detailed description of each proposed service to be provided.
- Bidders that do not follow the bid instructions found in the Terms and Conditions document "Section 6.0 General Proposal Submittal" may be found to be "non-responsive" and disqualified from the bid process.

Name of Organization: Path of Life Ministries

Service to provide: (title) Rapid ReHousing

Proposal Submission Checklist

General Bidder Information

Please provide one copy of the following items in your proposal. Indicate the page number where the item is located.

Page Number

- Tab A – Proposal Checklist (*this page*) 4-5
- Tab B – Proposal Cover Page (*signed by Authorized Signatory*) 6
- Tab C – Company Profile/ Experience 7-17
- Tab D – Acknowledgements 18
- Tab E – Scope of Services 19-24
- Tab F – References 25-26

- Tab G – Bidder Attachment
Any response that Bidders are finding difficulty pasting into the “Bidders Response” boxes in any section of the RFP, bidders shall paste in Tab G. When pasting attachments to Tab G, label the attachments “Attachment 1”, “Attachment 2” and so forth. Enter the corresponding Attachment Number into the Bidder’s Response box with the words “See Tab G.” List all attachments with an index tab.

List all attachments included in this Section. Please use additional pages to list attachments if necessary.

Attachment Number	Document Title	Page Number
Attachment 1	Nonprofit Status	<u>27-29</u>
Attachment 2	Organizational Chart	<u>30</u>
Attachment 3	Allied Information Resources (AIR)	<u>31-32</u>
Attachment 4	Resume/Job Descriptions	<u>33-34</u>
Attachment 5	Excluded Parties Listing System (EPLS)	<u>35-36</u>
Attachment 6	Source Match	<u>37-38</u>
Attachment 7	Funding History	<u>39</u>
Attachment 8	<u>Proof of Insurance</u>	<u>40</u>
Attachment 9	_____	_____
Attachment 10	_____	_____
Attachment 11	_____	_____
Attachment 12	_____	_____
Attachment 13	_____	_____
Attachment 14	_____	_____
Attachment 15	_____	_____
Attachment 16	_____	_____
Attachment 17	_____	_____
Attachment 18	_____	_____
Attachment 19	_____	_____
Attachment 20	_____	_____

Cost and Financials

Please provide Tabs H and I in a clearly marked, sealed envelope. These items should only be included in the Original Proposal.

- Tab H – 2017-18 Proposed ESG Budget and Match Sources /Budget Narrative
- Tab I – Financial Statement

Tab B Proposal Cover Page

This Proposal Cover Page must be signed by an authorized representative. Signature by an authorized representative of the organization on the proposal cover page shall constitute a warranty, the falsity of which shall entitle the County of Riverside to pursue any remedy authorized by law, which shall include the right, at the option of the County of Riverside, of declaring any contract made as a result thereof, to be void.

BIDDER TO COMPLETE ALL APPLICABLE AREAS

Bidders are required to register (If not already registered) on the County of Riverside Purchasing website:
WWW.PURCHASING.CO.RIVERSIDE.CA.US

The County of Riverside Department of Public Social Services on behalf of the Homeless Program Unit is soliciting proposals from qualified organizations to provide:

1. Street Outreach
2. Emergency Shelter
3. Rapid Re-housing
4. Homeless Management Information Systems (HMIS)

There will **not** be a Non-Mandatory Bidder's Meeting

Please submit your Questions to rconcepc@riversidedpss.org no later than February 21, 2017 by 1:30 p.m.

Responses to questions will be posted no later than (Tuesday, February 28, 2017) at:
<http://dpss.co.riverside.ca.us/homeless-programs/housing-and-urban-development>

NO FAXED OR EMAILED PROPOSALS WILL BE ACCEPTED

PROPOSALS MUST BE DELIVERED ON 03/3/17, NO LATER THAN 1:30 P.M. TO:

County of Riverside – Department of Public Social Services
Attn: Bidder Proposal # DPARC-530 – 2017 State ESG Homeless Assistance Program
4060 County Circle Drive
Riverside, CA 92503

"Execution hereof is certification that the undersigned has read and understands the terms and conditions hereof, and that the undersigned's principal is fully bound and committed."

Company Name: Path of Life Ministries

Mailing Address: P.O. Box 1445

City: Riverside State: CA Zip: 92502


Remit to Address: P.O. Box 1445

City: Riverside State: CA Zip: 92502

Phone # (951)786-9048 FAX # (951)779-2953

Contractor Website: www.thepathoflife.com

Name: Damien O'Farrell Title: CEO

Signature:  Date: March 2, 2017

Email: dofarrell@thepathoflife.com

Tab C Company/Organization Profile and Experience

This section of the proposal is designed to establish the bidder as an entity with the ability and experience to operate the program as specified in the RFP. The Company Profile should be concise and clear, and include descriptive information regarding service delivery. The following information must be provided as follows:

1. List bidder's legal business name and legal business status (i.e. partnership, corporation, etc.)

BIDDER'S RESPONSE:

Path of Life Ministries

2. Provide bidder's proof of non-profit status, if applicable

BIDDER'S RESPONSE:

See Attachment A

3. Does bidder participate in the local CoC yes/no?

BIDDER'S RESPONSE:

Yes

4. Provide a brief history of the bidder's organization and participation of homeless persons in policy-making and operations.

BIDDER'S RESPONSE:

Path of Life is a 501c3 organization founded in 1998 with the mission is to enhance the social and economic vitality of our community and people by rescuing, restoring, and rebuilding lives of the homeless. Our primary goal is to help individuals and families exit from homeless situations into housing of their own as quickly as possible. We accomplish this goal within the context of the Riverside County Continuum of Care, in which we run a Family Shelter (50 Beds), an Adult Shelter (64 Beds), a Cold Weather Shelter (65 Beds), County Wide Outreach, Permanent Supportive Housing (80 Units), and Rapid Rehousing Programs (45 Units).

In addition to these Housing First Programs, Path of Life provides the support needed for those we serve to reach stability and maintain housing through internal Behavioral Health, Childcare, and Employment Placement programing and also through partnership with other agencies throughout the County of Riverside. Once housed our goal to help those we serve to build the tools necessary to access resources, learn new mindsets & practices required to thrive in our society as they maintain housing.

Homeless individuals and families are sought out to make recommendations & comments about program guidelines throughout the year in group sessions, exit surveys & employing the formerly homeless persons.

5. Provide a description of the bidder's policies and procedures for admission, diversion, referral, and discharge.

BIDDER'S RESPONSE:

Admission to Path of Life Housing Programs are based on referral through the Coordinated Entry System in the County of Riverside. The ViSPAT is used to determine eligibility for programs. When it is possible to divert individuals to situations in which they can self resolve, all efforts are made to do so. All those seeking housing can be admitted with no preconditions eligibility standards such as sobriety.

Once enrolled in a program, Intake Forms are completed and entered in the Homeless Management Information System (HMIS). Case Management uses Trauma Informed Care (TIC) and Motivational Interviewing (MI) to help the individual remain housed.

Path of Life uses both passive and assertive methods for referral delivery. Resource lists for housing and other resources needed for housing are available and updated regularly for those who are able to start self-resolving immediately. For those who are not able to self-resolve immediately, Path of Life uses navigation to help the person make a direct connection/obtain the resource they need (i.e. documents needed for housing). This process is conducted at the level of need for the individual – those who simply need a warm contact and information are provided with it, and those who need additional assistance (i.e. transportation or assistance completing forms) are also provided with that level of assistance.

The discharge policy is three-fold: 1) self exit and/or completion, 2) dismissal from the program on rare occasions; 3) reaching maximum time. Circumstances involving involuntary exits from a program require specific process of management verification of the exit's validity, exit forms/letters being completed and given to the participant, and an easily accessible grievance/appeal process being explained to the participant.

6. Provide a description of bidder's policy for terminating program participation.

BIDDER'S RESPONSE:

If a RRH client is about to be evicted the Housing Navigator works with the client and landlord to resolve the concern if at all possible. If a client is evicted then POLM works with the client to find new rental housing per HUD standards. If an RRH client becomes unresponsive to housing activities (i.e. is not staying in their home or cannot be located) engagement continues for 90 days before a termination of participation is executed per HUD standards. Every attempt to contact and inform the client in writing and in person is made prior to this.

7. Provide the bidder's organization's experience in operating a similar program. Also, identify its experience in serving the homeless population.

BIDDER'S RESPONSE:

POLM has 12 years of experience in serving the homeless in Riverside County. The agency operates 10 programs to serve the homeless. They are a community shelter, family shelter, cold weather shelter, rapid rehousing, permanent supportive housing, street outreach, behavioral health, childcare, rental assistance and an employment pipeline. In 2015-2016 POLM provided street outreach countywide & placed 230 into shelter care, placed 36 from the shelter to housing, and 88 people went straight to housing from the streets. In 2015-2016 POLM provided shelter/housing to 1,369 people, 142,350 meals, placed 190 from the streets into housing, help 115 individuals find employment and saved our community over 21 million dollars in collateral costs to homelessness.

8. Provide bidder's experience implementing HUD and/or other federally funded projects. Include the following:

- a. Description of bidder's HUD and/or other federally funded project
- b. Performance Reports required of bidder's described project
- c. Operational Years of bidder's described project

BIDDER'S RESPONSE:

- a. POLM has over 12 years of receiving and operating projects with HUD funding. Examples: use of Community Development Block Grant (CDBG) funds for the Path of Life Community Homeless Shelter (129 beds), Emergency Solutions (ESG) dollars for the Community Homeless Shelter, FEMA Emergency Food and Shelter Program (EFSP) funding for the Community Homeless Shelter and Family Shelter (50 beds) and Continuum of Care (CoC) funding for Rapid Rehousing (13 units/38 beds), Permanent Supportive Housing (80 units/92 beds) and new 2016-2017 East County Rapid Rehousing.

POLM supports a Housing First model for all programs. Outreach and shelters refer housing clients to the POLM Housing Team and the VI-SPDAT is used to determine the clients housing need. The Outreach/Homeless Prevention program operates countywide and provides referrals, housing assessments with VI-SPDAT and placement into shelter and housing. All shelter programs include intake and case management with the primary goal of placement into housing as quickly as possible. Rapid Rehousing and Permanent Supportive Housing programs offer support to all participants without preconditions. Navigators/Case Mangers provide supportive services to help participants remain housed.

- b. The performance reports are submitted quarterly and, or yearly. They include the Annual Progress Report for CoC projects, CDBG and ESG quarterly reports. All program data for all programs are entered into the Homeless Management Information System (HMIS).
- c. In 2015-2016 POLM provided street outreach countywide placed 230 into shelter care and placed from the shelter to housing 36, and 88 people went straight from the streets to housing. Community Shelter that includes the Cold Weather program and the family shelter have been in operation for 12 years (2005 to present). In the program year 2015-2016 these three programs served 1,185 and provided 31,197 bed nights. Permanent Supportive and Rapid Rehousing Programs have been in operation since July 2015. These two projects placed 195 individual people into housing in 2015-2016.

- 9. Does bidder have any unresolved monitoring or audit findings for any HUD and/or DPSS grants (including ESG) operated by the bidder or its proposed subcontractor(s)? As applicable, enter either "Yes" or "No" in the bidder's response box below.

BIDDER'S RESPONSE:

No

- 10. If bidder replied "Yes" to question No. 7, bidder shall describe its unresolved HUD/DPSS monitoring and/or audit findings below.

BIDDER'S RESPONSE:

N/A

- 11. Bidder shall provide a company overview for the following:

- a. Leadership/Management Structure (President, Vice President, Company Officers, etc.) and an organizational chart. The organizational chart shall clearly identify all staff members that will provide services under this contract.
- b. The number of years in business under the present business name, as well as prior business names.
- c. The number of years of experience providing the proposed, equivalent or related services.
- d. Company size - number of staff.
- e. Location of the office from which the work under this contract will be provided and the staff allocation at that office.

BIDDER'S RESPONSE:

- a. See attachment 2 for organizational chart.
- b. Path of Life Ministries has been in business for 18 years under the same name.
- c. Path of Life Ministries has served the homeless for 12 years.
- d. The company has 55 employees.
- e. The housing team operates throughout the County of Riverside based out of the Headquarters at 1240 Palmyrita Avenue, Suite A, Riverside, CA 92507 The current staff allocation for RRH programs is 8 FTE Navigators/Case Managers and the Housing Director. Administrative support includes the Chief Executive Officer, VP of Finance and Administration, and VP Grants and Compliance.

12. Provide your company's mission statement.

BIDDER'S RESPONSE:

Enhance the social and economic vitality of our community and people by rescuing, restoring, and rebuilding lives of the homeless.

13. Please indicate whether the bidder holds controlling or interests in any other organization, or is owned or controlled by any other person or organization. If none, then state "None" in the response box. Governmental agencies are exempt from this requirement.

BIDDER'S RESPONSE:

None

14. Please indicate whether the bidder holds financial interests in any other business. Individuals who are personally performing the contracted services and governmental agencies are exempt from this requirement.

BIDDER'S RESPONSE:

None

15. Names of persons with whom the Bidder has been associated in business as partners or business associates in the last five years. Governmental agencies are exempt from this requirement.

BIDDER'S RESPONSE:

None

16. Provide an explanation of any litigation involving the Bidder or any principal officers thereof in connection with any contract.

BIDDER'S RESPONSE:

N/A

17. Bidders providing services to minors (i.e., family shelters) must conduct, at a minimum, a Department of Justice (DOJ) criminal background record check on all employees, subcontractors and volunteers. Provide the background checking policy and procedures for the bidder's company, and the company the bidder utilizes for this service.

BIDDER'S RESPONSE: See Attachment 3

POLM uses Allied Information Resources (AIR) for all background checks for employees, subcontractors and volunteers. AIR conducts a comprehensive search – criminal conviction search by county and state; federal search by jurisdiction; national sex offender search; motor vehicle record/driving history and more. See attachment 3 for more information on AIR. If awarded a contract POLM can move to DOJ background checks if AIR does not meet the required standards.

18. **Credentials/Resumes/Certifications/Licenses**

This section shall state all employees/subcontractors responsible for administering or providing services. Bidder shall specifically provide the following information on all employees to be providing services related to this RFP:

- a. Position Title
- b. Responsibilities
- c. Qualifications/Experiences
- d. Certifications/licenses, if applicable
- e. Any other information, which will assist in evaluating qualifications.

BIDDER'S RESPONSE: Resume/Job Description – See Attachment 4

a) Housing Locator, TBD - The housing locator is the subject of this grant request. This will be a new Full Time Employee who is an experienced professional real estate specialist that will identify and secure landlords throughout the County of Riverside to participate in Housing First activities with agencies in the Continuum of Care by making units available for the placement of homeless persons. This professional will navigate the legal and professional aspects of leasing and expand the housing capacity of the Riverside County CoC to move individuals from the streets into housing of their own.

The rest of the employees listed below provide services to the RRH program, however, the expenses for these employees will be leveraged costs. No State ESG funds will be used to cover these employee's expenses.

b) Housing Director Kristii MacEwen who sets policy for the program, gives oversight to the program and staff. She has 3.5 years of experience.

c) Housing Navigators/Case Managers (Victor Beecham, Jamesetta Jones, Ida Flores, Dolores Sullivan, Charlene Johnson, Jennifer Gonzalez, and Zaida Espercuta) aid clients in maintaining housing. Experience varies from 2 to 5 years.

d) Outreach Staff (Victor Beechum, Krysta Aguilar, Heather Valdez, and TBD) provides outreach to those on the streets, connections to the CES, and placement into housing.

- e) Chief Executive Officer (Damien O'Farrell) leads vision and planning of the agency with the Board of Directors. He has 8 years of experience.
- f) VP of Finance and Administration (Vanessa Clark) manages budgeting, accounts receivable/payable, HR, and contracts with 10 years of experience.
- g) VP Grants and Compliance (Joan Thirkettle) monitors compliance with 12 years of experience.
- j) Behavioral Healthcare Program Director (Michelle Green Leary, MFTI) is responsible for providing assessments and counseling for POLM clients, integrating the team of 12 Interns into service provision, and organizing and conducting life skills and group counseling workshops. 3 years Experience.
- k) Employment Program Director (Lisa Michelle) is responsible for managing the team of employment navigators who run employment assessments, conduct job training, and facilitate job placement. 2 years Experience.
- o) Soar Certified Navigator (Evelyn Sanabria) works with clients to quickly assess their eligibility and secure Social Security Benefits including SSDI. 5 months experience with this certification.

Bidder can add as many sections to this bid response box as they need to state all employees providing services.

19. **Federal Exclusion List- System for Award Management (SAM)** - If this Request for Proposal is Federally or State funded, bidder's must go to the following website and submit with their proposal that the contractor is not listed on the System for Award Management (SAM) at <https://www.sam.gov> for:

- ✓ Central Contractor Registry (CCR)
- ✓ Federal Agency Registration (FedReg)
- ✓ Online Representations and Certifications Application
- ✓ Excluded Parties List System (EPLS)

Excluded Parties Listing System (EPLS) (<http://www.epls.gov>) (Executive Order 12549, 7 CFR Part 3017, 45 CFR Part 76, and 44 CFR Part 17). The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. If awarded a contract, awarded vendor must notify the County immediately if debarred at any time during the contract period.

BIDDER'S RESPONSE:

See attachment 5

20. **Indicate Type of Project(s) and Service(s), check all boxes that apply to your organization/agency**

<input checked="" type="checkbox"/>	Emergency Shelter Facilities		Transitional Housing
	Vouchers for Shelters	<input checked="" type="checkbox"/>	Outreach
	Drop-In Center		Soup Kitchen/Meal Distribution
	Food Pantry		Health Care
<input checked="" type="checkbox"/>	Mental Health		HIV/AIDS Services
	Alcohol/Drug Program	<input checked="" type="checkbox"/>	Employment
<input checked="" type="checkbox"/>	Child Care	<input checked="" type="checkbox"/>	Homeless Prevention
<input checked="" type="checkbox"/>	Rapid Rehousing		
<input checked="" type="checkbox"/>	Permanent Supportive Housing		
	Other (Please List)		

Estimated number of people served for each activity:

21. Residential Services

Number Served:	Adults:	121
Number Served:	Children	53
Total Number Served Yearly:		174

Non-residential Services

Number Served:	0
-----------------------	---

22. Residential Services only (Indicate the number of estimated persons housed at any given time in each shelter type funded through the ESG program)

Shelter Type	Number of Persons Housed
Barracks:	64 year round & 129 during cold weather period Dec.-April.
Group/Large House:	
Scattered site Apartment:	RRH # 46 & PSH # 128
Single Family Detached House:	
Single Room Occupancy	
Mobile Home / Trailer:	
Hotel / Motel:	
Other:	

23. Describe the program's client intake and participation selection/assessment process. Explain how persons are accommodated on evenings and weekends, (e.g. 24-hour staffing at shelter, phone, monitoring, referral, etc.).

BIDDER'S RESPONSE:

POLM has a 24 hour housing hotline (951) 462-9822 that those seeking housing can call and the hotline operator will provide diversion activities when possible, availability levels at POLM shelters for bridge housing when necessary, and guidance for entering housing programs when possible.

Using a Housing First approach, program participants are provided with rapid access to permanent housing with minimal preconditions. Good credit or rental history are not required to receive housing. Enrollment/Participation involves Trauma Informed Care (TIC), Motivational Interviewing (MI) with POLM Navigators/Case Managers and Outreach Staff. Involvement in the Rapid Re-Housing program is based on the results of the VI-SPDAT and CES process. Upon enrollment in a program an approved HUD/Continuum of Care (CoC) Intake Form is completed and entered in the Homeless Management Information System (HMIS).

24. Select all support services that are provided to the Emergency Shelter client. Enter the number of clients that you anticipate serving in the categories that apply.

	Select all that apply	Number of clients served
Non-Referral Day Drop In Center	_____	_____
24 Hrs. Non-Referral Drop In Center	_____	_____
Referral Only Overnight Shelter	_____	_____
Non-Referral Overnight Shelter	<u> x </u>	<u> 1,185 </u>
Transitional Housing	_____	_____

25. Describe how the Emergency Solutions Grant program will be staffed including the ratio of caseworkers or counselors to client. Applicants are encouraged to discuss how shelter volunteers and/or clients provide services at the facility (e.g. facility maintenance, program outreach, program operation, etc.).

BIDDER'S RESPONSE:

The purpose of this grant application is to provide for a Housing Locator who is an experienced professional real estate specialist that will identify and secure landlords throughout the County of Riverside to participate in Housing First activities with agencies in the Continuum of Care by making units available for the placement of homeless persons. This professional will navigate the legal and professional aspects of leasing and expand the housing capacity of the Riverside County CoC to move individuals from the streets into housing of their own. In turn, they will not have a direct staff to client ratio.

The staff ratio/client ratio for POLM RRH programs is 15 – 20:1. In addition, 1) Path of Life's Behavioral Health Programing includes 1 Director (MFTI), 2 contracted supervisors (LCSW and LMFT), and 12 interns who work alongside Navigators and directly with participants; 2)an Employment Coordinator with peer support volunteers to assist RRH residents with employment training and placement at our Growth Center.

26. In the last 12 months, what is the number of all clients who have exited your Program have moved into permanent housing,

Number of persons placed/ 108 Total number served/ 350 (both shelters)

27. Describe what types of case management is provided after clients are no longer in your program. Is there any follow-up with these clients?

BIDDER'S RESPONSE:

For Rapid Rehousing, HUD allows for & funds supportive services & formal case management for up to six months after a client has exited a housing program. Our non-HUD funded wraparound services, such as the mobile mental health program & employment pipeline, may continue to provide support even beyond those additional six months. Client's feedback is obtained via an exit interview & formal follow-up process is being developed. We often invite past-clients to share their stories & experiences with those still struggling & any Guest/Client may apply for employment six months after they have exited.

28. Bidder shall provide the type of facility, total number of beds (max. capacity), and number of beds to be created (In addition to current max. capacity).

Bidders shall describe in detail the type of facility, shall provide total number of beds at maximum capacity and shall provide the number of beds to be created in addition to current maximum capacity.

BIDDER'S RESPONSE:

POLM uses scattered rental sites throughout Riverside County for RRH clients. POLM has funding for #45 RRH units. With this grant POLM is not requesting to add rental units. We have requesting funds for a Housing Locator.

29. Bidder shall provide the total number of homeless clients proposed to be served per year.

BIDDER'S RESPONSE:

81

30. Does your organization utilize the housing first model?
 Yes No Not Applicable

31. Select Zone Area(s) Served. (For your reference the Geographical Zones are on page 14.)
- Zone 1 (Western County)
 - Zone 2 (Mid & Southwest County)
 - Zone 3 (Desert & Eastern County)
 - Zone 4 (Blythe)

<input checked="" type="checkbox"/> Zone 1	<input type="checkbox"/> Zone 2	<input checked="" type="checkbox"/> Zone 3
Western County	Mid & Southwest County	Desert & Eastern County
City	City	City
Zip Code	Zip Code	Zip Code
Colton	Aguanga	Cathedral City
92324	92536	92234
Corona	Anza	Cathedral City
92879	92539	92235
Corona	Banning	Coachella
92881	92220	92236
Corona	Beaumont/ Cherry Valley	Desert Center/Eagle Mountain
92882	92223	92239
Eastvale	Cabazon	Desert Hot Springs
92880	92230	92240
Elsinore	Calimesa	Indian Wells
92530	92320	92210
Elsinore	Hemet	Indio
92531	92543	92201
Elsinore	Hemet	Indio
92532	92545	92202
Homeland	Hemet/Valle Vista	Indio
92548	92544	92203
Jurupa Valley	Idyllwild	Indian Hills/DHS/ Sky Valley
91752	92549	92241
Jurupa Valley	Menifee/Sun City	La Quinta
92509	92584	92253
March AFB	Mountain Center	Mecca/North Shore
92518	92561	92254
Moreno Valley	Murrieta	Midland
92551	92562	92255
Moreno Valley	Murrieta	Palm Desert
92552	92563	92211
Moreno Valley	San Jacinto	Palm Desert
92553	92581	92260
Moreno Valley	San Jacinto	Palm Desert
92554	92582	92261
Moreno Valley	San Jacinto/ Gilman Springs	Palm Desert
92555	92583	92258
Moreno Valley	Temecula	Palm Desert
92556	92590	92262
Moreno Valley	Temecula	Palm Desert
92557	92591	92263
Norco	Temecula	Palm Desert
92860	92592	92264
Nuevo/Lakeview	Temecula	Palm Desert
92567	92593	92270
Perris	Winchester	Rancho Mirage
92570	92596	92272
Perris		Ripley
92571		Thermal/Oasis/ Salton Sea
Perris		92274
92572		Thousand Palms
Riverside		92276
92501		Whitewater
Riverside		92282
92502		
Riverside		
92503		
Riverside		
92504		
Riverside		
92505		
Riverside		
92506		
Riverside		
92507		
Riverside		
92508		
Romoland		
92585		
Sun City		
92586		
Sun City/Canyon		
92587		
Lake/Quail Valley		
92587		
Wildomar		
92595		

Zone 4

Blythe 92225

30.

IDENTIFY COMMITTED SOURCES OF MATCHING FUNDING
(Attach documentation) Attachment 6

<u>Funding Source</u>	<u>Amount of Funds</u>	<u>Date Funds Available</u>
CoC Rapid Re-Housing	\$345,549	July 1, 2016
CoC East County RRH	\$377,260	July 1, 2016

Tab D Acknowledgements

1. Clarifications, Exceptions, or Deviations

All bidder(s) shall describe any exception or deviation from the requirements of the RFP. Each clarification, exceptions, or deviation must be clearly identified. If your firm has no clarification, exceptions, or deviation, a statement to that effect shall be included in this section. The sample service agreement is attached as Exhibit A (which is located in the Terms and Conditions Document) and incorporated herein by this reference.

The following contractual terms are **non-negotiable**.

- Indemnification
- All insurance terms prior to the start of the agreement
- Termination
- Ownership/Use of Contract Materials and Products
- Disputes
- Governing Law
- Confidentiality
- Subcontractors
- Reporting Requirements

Do you have any other exceptions/deviations? If so, please provide an explanation:

BIDDER'S RESPONSE:

None

2. Evidence of Insurability/Business Licenses

All bidder(s) shall submit evidence of all required insurance. An Accord cover page will suffice and if awarded the contract the Bidder has ten (10) calendar days to produce the required insurances including a certified endorsement naming the County as additionally insured. The bidder shall certify to the possession of any and all current required licenses or certifications. Do not purchase additional insurance until this bid has been awarded. Provide a copy of current business license or other applicable licenses.

CERTIFICATIONS

I, Damien O'Farrell, a duly authorized agent of Path of Life Ministries,
Printed Name of Agent/Officer Name of Organization
hereby certify that Path of Life Ministries by submission of this proposal in response to the
Name of Organization
Professional Services RFP, agree upon contract award to carry out the requirements specified and obligations set forth therein.

Signature  Date March 2, 2017

Title of Agent/Officer Damien O'Farrell, CEO

Tab E Scope of Services

This RFP has a space provided under each question the County has of the Bidder. This RFP is available for electronic download at <http://dpss.co.riverside.ca.us/homeless-programs/housing-and-urban-development>.

BIDDERS INSTRUCTIONS: Bidders must address all points in this section. Bidders must make all responses in the Bidder's Response Box at the end of each point. All questions/points to be addressed are made in *italicized font* in the Bidder's Response Box.

DPSS seeks proposals for the following four (4) Eligible Emergency Solutions Grant (ESG) Activities:

1. Street Outreach
2. Emergency Shelter
3. **Rapid Re-housing**
4. Homeless Management Information Systems (HMIS)

Bidders may submit a proposal for each activity. Bidders wishing to submit a proposal must submit separate proposals per eligible activity. Proposals for multiple activities made on one bid will be **rejected**.

Street Outreach (24 CFR 576.101)

ESG funds may be used for Street Outreach (SO) activities which include the costs of providing essential services necessary to reach out to unsheltered homeless people, connecting these individuals with ES, housing or critical services, and providing urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access ES, housing or an appropriate health facility.

Eligible activities include engagement, case management, emergency health and mental health services, transportation, and services for special populations, as defined in the federal regulations. ESG-funded SO activities must operate for at least as long as the term of the ESG grant, and must comply with the requirements at 24 CFR 576.101, which address maintenance of effort requirements to ensure ESG funds are not replacing local government funds during the immediately preceding 12-month period.

While SO is an eligible stand-alone activity, it may also be proposed in conjunction with Rapid Rehousing (RR) or Emergency Shelter (ES). The intention of including this activity with these activities is to facilitate reaching and prioritizing persons experiencing homelessness that are unsheltered and living in places not designed for human habitation for services, consistent with Core Practices.

Bidder shall have engagement activities to locate identify and build relationships with unsheltered homeless people for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs.

N/A

Bidder shall provide case management activities to assess housing needs, and arranging/coordinating/monitoring the delivery of individualized services.

Bidders shall describe in detail the case management activities to assess housing needs, and arranging/coordinating/monitoring the delivery of individualized services.

BIDDER'S RESPONSE:

N/A

Bidder shall provide emergency health services such as outpatient treatment of urgent medical conditions by licensed medical professionals in community-based settings (e.g., streets, parks, and campgrounds) to those eligible participants unwilling or unable to access emergency shelter or health care facility.

Bidders shall describe in detail the emergency health services such as outpatient treatment of urgent medical conditions by licensed medical professionals in community-based settings (e.g., streets, parks, and campgrounds) to those eligible participants unwilling or unable to access emergency shelter or health care facility.

BIDDER'S RESPONSE:

N/A

Bidder shall provide emergency mental health services such as outpatient treatment of urgent mental health conditions by licensed professionals in community-based settings (e.g., streets, parks, and campgrounds).

Bidders shall describe in detail the emergency mental health services such as outpatient treatment of urgent mental health conditions by licensed professionals in community-based settings (e.g., streets, parks, and campgrounds).

BIDDER'S RESPONSE:

N/A

Bidder shall provide transportation by outreach workers, social workers, medical professionals, or other service providers during the provision of eligible street outreach services.

Bidders shall describe in detail the transportation provided by outreach workers, social workers, medical professionals, or other service providers during the provision of eligible street outreach services.

BIDDER'S RESPONSE:

N/A

Bidder shall provide services to special populations and address the needs of homeless youth, victims of domestic violence and related crimes/threats, and/or people living with HIV/AIDS that are homeless.

Bidders shall describe in detail the services provided to special populations and address the needs of homeless youth, victims of domestic violence and related crimes/threats, and/or people living with HIV/AIDS that are homeless.

BIDDER'S RESPONSE:

N/A

Emergency Shelter (24 CFR 576.102; 25 CCR 8408)

7. ESG funds may be used for costs of providing essential services and shelter operations, as defined in federal regulations, to homeless families and individuals in an ES. An ES is any facility where the primary purpose is to provide a temporary shelter for general or specific populations experiencing homelessness, and which does not require occupants to sign lease or occupancy agreements. Hotel or motel vouchers may only be used if there is no other appropriate ES available for homeless family or individual.

Federal regulations prohibit involuntary family separation based on the age of a child under age 18. ESG-funded ES activities must operate for at least as long as the term of the ESG grant, and must comply with all requirements of 24 CFR 576.102 which address maintenance of effort requirements to ensure ESG funds are not replacing local government funds during the

immediately preceding 12-month period.

Day Shelters: A day shelter must meet the criteria in the ES definition and will compete as an ES. The primary purpose of a day shelter must be to provide temporary shelter for persons experiencing homelessness. Facilities such as multi-purpose centers or stand-alone soup kitchens do not qualify as ES. Day shelters must target people who are sleeping on the streets, or in ES. Clients experiencing such homelessness must be permitted to stay at the day shelter during all hours it is open for shelter.

Bidders shall describe in detail the emergency services provided to individuals and families that are in an emergency shelter, case management, life skills, child care, education services, employment assistance and job training, outpatient health services, legal services, mental health services, substance abuse treatment services, transportation, services for special populations, security, insurance, fuel, utilities, equipment, food, furnishings, maintenance (including minor repairs), supplies necessary for operating an emergency shelter and also provide other emergency lodging(hotel/motel voucher) when appropriate.

BIDDER'S RESPONSE:

N/A

Homeless Prevention (24 CFR 576.103)

HP activities are not eligible in this NOFA as a stand-alone activity, but may be proposed in conjunction with ES (for example to facilitate shelter diversion) or with RR activities (for example, to facilitate preventing homelessness of a previously assisted individual or household who is experiencing instability after RR assistance has ended).

ESG funds can provide housing relocation and stabilization services and short or medium term rental assistance to someone who is "at risk of homelessness," as defined in 24 CFR 576.2, but only to the extent to help the participant regain housing stability.

Bidders shall describe in detail the services it will provide for housing relocation and stabilization and short or medium term rental assistance to someone who is "at risk of homelessness", and how the participant will regain housing stability.

BIDDER'S RESPONSE:

N/A

Rapid Re-housing (24 CFR 576.104, 25 CCR 8408)

- ESG funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing. Eligible costs include: Housing Relocation and Stabilization Services which include both financial assistance and services such as housing search and placement, housing stability, mediation, legal services, credit repair, budgeting, and money management. Also eligible and identified as a need in the county by the Executive Oversight on Homelessness Work Group are housing locator and capacity building activities to identify a wide range of new and existing temporary and permanent housing beds in order to increase available inventory throughout the County of Riverside.

Housing locator and capacity building activities are defined by the EOCH Work Group as:

Create a Housing Search and Capacity Building Team of Housing Locators who, with support from a wide-range of community members, focus on finding various affordable housing options for street outreach workers to engage homeless persons in order to help motivate them to pursue an appropriate affordable housing opportunity and work with a housing navigator to obtain and maintain the housing.

Housing Search and Capacity Building: Housing Locators, with support from a wide-range of community members, focus on finding various housing options for street outreach workers to engage homeless persons. Engaging a wide-range of community representatives in housing search activities with housing locators will result in an increase of affordable housing opportunities. This allows a street outreach worker to concentrate on developing a relationship that will help the work

motivate a chronically homeless person to pursue an appropriate affordable housing opportunity and work with a housing navigator to obtain and maintain the housing.

RR activities must meet all of the HUD requirements specified at 24 CFR 576.104 including requirements for:

- eligible program participants;
- eligible costs, including financial assistance costs and services costs;
- maximum amounts and periods of assistance;
- use with other subsidies;
- limitations on maximum rent levels;
- rental assistance agreement with owner;
- lease agreement between owner and participant; and
- condition of housing where assistance is provided.

Bidder shall describe in detail how it plans to help homeless persons living on the streets or in an emergency shelter transition as quickly as possible into permanent housing and help such persons achieve stability.

BIDDER'S RESPONSE:

Upon a street encounter the POLM outreach team conducts a VI-SPDAT assessment and enters the information into the County CES. They simultaneously work with the individuals to get all of the documentation together needed for housing placement. Once the housing option is determined through the County CES, The County CES assigns individuals to the appropriate program. Outreach Navigators immediately work on finding appropriate housing.

The housing locator will be working to establish a countywide housing inventory and has build relationships with landlords to accelerate housing placement through expanded affordable housing options. Also, other supportive services are provided simultaneously to ensure quick placement into housing such as behavioral health and medical services.

Placement into housing on average takes 20 to 30 days. The variant is due to identification/resources the homeless person has, or needs such as driver license/ state ID, social security card and available Fair Market Housing options. HUD regulations allow up to 60 days for placement. POLM provides bridge shelter housing at the Community and Family shelters so that homeless persons have an integrated emergency housing option as they work with an Outreach Navigator to find housing.

Evidence has shown that a dedicated Housing Locator, with specialized expertise in landlord negotiation and property management, can significantly reduce the time that a family will remain homeless - thus decreasing the trauma that a family will endure and the use of expensive emergency services and non-housing crisis interventions.

Having a dedicated Housing Locator would not only expedite placements, it would also increase the possibility of success in those placements by offering the landlord a mediator and liaison to meet their needs and potentially deescalate their concerns

10. Bidder's proposed project shall carry-out the scope of the Rapid Re-housing program component as set forth in 24 CFR 576.104; 25 CCR 8408 to do the following:

- a. Provide supportive services to clients for no longer than six (6) months after rental assistance stops;
- b. Re-evaluate program participants, at least once annually, to:
 - Ensure that program participants have sufficient resources and support networks in place to retain housing;
 - Determine the appropriate type and level of assistance that the program participants need to retain housing.

Bidder shall describe in detail how the proposed project will carry-out the scope of the Rapid Re-housing program component as stipulated in point No. 10.

BIDDER'S RESPONSE:

Participants in the RRH program work with an Outreach Navigator to obtain housing immediately while they also customize a plan for maintaining the housing long term. The individual or family is provided subsidized rental assistance in set increments for up to 24 months while supportive services are brought to bear in the participant's success. The rental assistance can start with the full rent being paid by POLM and as the resident begins to thrive

financial assistance is reduced. Progress toward these ends is maintained in participant files and progress is evaluated at least monthly.

During the clients participation in RRH (and up to 6 months upon exit from the program) they have: 1) Assistance from housing navigators/case managers in making appointments, transportation as needed, and the development of life skills needed to maintain housing, 2) access to the Employment Pipeline Growth Center for employment training and placement to develop the resources to maintain housing without rental support, and 3) access to behavioral healthcare when in RRH and after to address issues that might effect maintaining long-term housing.

11. Bidder's proposed project shall make available all mainstream benefits, including healthcare options through the Affordable Care Act, social and employment programs, for which program participants are eligible to apply.

Bidder shall list the mainstream resources the proposed project will utilize. Bidder shall also include in response a detailed description of how the proposed project will utilize mainstream resources.

BIDDER'S RESPONSE:

The service models for POLM demonstrate a streamlined integration of all service activities with mainstream resources as well as additional community resources. The case management/navigation component of programming directly connects participants with these resources. Participants are not simply referred to other resources, they are directly connected to them and assisted with accessing and implementing the resources they need in the way that they need them. Current active partnerships include Riverside County DPSS (Cash Aid), Health to Hope for the Affordable Care Act, The Riverside County EDA (Workforce Development and Housing Authority), the City of Riverside Housing Authority, Riverside University Health System – Behavioral Health, the Riverside and Alford School District, the Department of Probation, and Social Security. POLM also has a SOAR Certified Navigator that assists participants directly with obtaining Social Security Benefits.

Homeless Management Information Systems (HMIS) (24 CFR 576.107; 25 CCR 8408)

2. ESG can pay for HMIS activities associated with contributing data associated with RR, ES, SO, and HP activities. As defined in State regulations, HMIS includes the use of a comparable database as permitted by HUD. In no case can costs exceed ten percent of the total amount requested per application. HMIS activities must comply with HUD's standards on participation, data collection, and reporting. See federal regulations for complete lists of eligible HMIS costs. Provision under this category applies to hardware, equipment and software costs, and staffing.

Bidder acknowledges that it shall utilize the HMIS database or a comparable database to document all individuals receiving assistance through the Emergency Solutions Grant program, as well as provide accurate, complete and timely data.

BIDDER'S RESPONSE:

N/A

**IMPLEMENTATION REQUIREMENTS
Core Practices (25 CCR 8409)**

Use of Coordinated Entry: Unless exempted by federal rules, all ESG-funded activities shall utilize a coordinated entry system

established by the CoC in a manner that promotes the following:

- comprehensive and coordinated access to assistance regardless of where an individual or family is located in the CoC Service Area. Local systems should be easy to navigate and have protocols in place to ensure immediate access to assistance for people who are experiencing homelessness or most at-risk;
- prioritized access to assistance for people with the most urgent and severe needs, including, but not limited to, survivors of domestic violence. ESG-funded activities shall seek to prioritize people who:
- are unsheltered and living in places not designed for human habitation,
- have experienced the longest amount of time homeless; and
- have multiple and severe service needs that inhibit their ability to quickly identify and secure housing on their own; and
- for HP activities, people who are at greatest risk of becoming literally homeless without an intervention and are at greatest risk of experiencing a longer time in shelter or on the street should they become homeless.

Housing First Practices: All ESG-assisted projects shall operate in a manner consistent with housing first practices as reflected in the CoC written standards and progressive engagement and assistance practices, including the following:

- ensuring low-barrier, easily accessible assistance to all people, including, but not limited to, people with no income or income history, and people with active substance abuse or mental health issues;
- helping participants quickly identify and resolve barriers to obtaining and maintaining housing;
- seeking to quickly resolve the housing crisis before focusing on other non-housing related services;
- allowing participants to choose the services and housing that meets their needs, within practical and funding limitations
- connecting participants to appropriate support and services available in the community that foster long-term housing stability;
- offering financial assistance and supportive services in a manner which offers a minimum amount of assistance initially adding more assistance over time if needed to quickly resolve the housing crisis by either ending homelessness, or avoiding an immediate return to literal homelessness or the imminent risk of literal homelessness. The type, duration and amount of assistance offered shall be based on an individual assessment of the household, and the availability of other resources or support systems to resolve their housing crisis and stabilize them in housing.

Written Standards (24 CFR 576.400(e); 25 CCR 8409)

Funded activities must operate consistent with written standards currently adopted by the CoC and applicable to all similar activities. In general, written standards address such things as policies and procedures for evaluating eligibility, for targeting and prioritizing services, for length and terms of assistance, for coordination among services, and for participation in HMIS. Consult the federal regulations for what should be addressed in written standards for each activity.

24

Tab F References**References**

All bidder(s) must include present and past performance information with a minimum of three (3) references of recent similar projects. References cannot include Riverside County Elected Officials, Department Directors, or Department of Public Social Services staff as a reference. However, references can include other county agencies that are not partaking in this RFP. Please verify that all reference information is correct.

Reference 1	
Company name:	City of Riverside. Note this agency maybe partaking in the RFP. If so please let us know and we will provide another reference.
Address:	3900 Main St. Riverside, CA 92522
Contact person:	Michelle Davis
Email address:	MDavis@Riversideca.gov
Telephone address:	951-826-5311
Project name:	Community Shelter
Dates worked performed:	2015-2016
Summary of scope of services:	Emergency Shelter to homeless individuals, providing beds, case management and other supportive services.
Project cost:	CDBG \$125,000 and ESG \$55,000

Reference 2	
Company name:	City of Perris
Address:	101 N. "D" Street
Contact person:	Sara Cortes dePavon
Email address:	SCortes@cityofperris.org
Telephone address:	951-943-6100
Project name:	Street Outreach
Dates worked performed:	2014-2015 and 2015-2016
Summary of scope of services:	Street Outreach that includes case management and supportive services
Project cost:	\$30,000 and \$36,000

Reference 3	
Company name:	Riverside County Economic Development Agency
Address:	P.O. Box 1180, Riverside, CA 92505
Contact person:	Sterlon Sims
Email address:	SSims@rivcoeda.gov
Telephone address:	951-955-3141
Project name:	Community Shelter
Dates worked performed:	2014-2015 and 2015-2016

Summary of scope of services:	Emergency Shelter to homeless individuals, providing beds, case management and other supportive services.
Project cost:	ESG - 2014-2015 \$50,000 and 2015-2016 \$55,000

1. Provide a list detailing contracts that your company has been awarded during the last five years, showing year, type of services, dollar amounts of services provided, location, contracting company, contact name, and phone number.

BIDDER'S RESPONSE: Attachment 7

2. Provide details of any failure or refusal to complete a contract. If none, that must be stated.

BIDDER'S RESPONSE:

None

26

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 25 1998

Path of Life Ministries
3340 Durahart St
Riverside, CA 92507
c/o Eduardo G Sanchez
500 Citadel Ste. 200
Los Angeles, CA 90040

Employer Identification Number:
33-0724945
DLN:
17053240030008
Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199
Accounting Period Ending:
December 31
Form 990 Required:
No
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(i).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. This does not apply, however, if you make or have made a timely election under section 3121(w) of the Code to be exempt from such tax. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or

Letter 947 (DO/CG)

27

AA

PATH OF LIFE MINISTRIES

she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day for each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unre-

25

A-A

PATH OF LIFE MINISTRIES

lated trade or business as defined in section 513 of the Code.

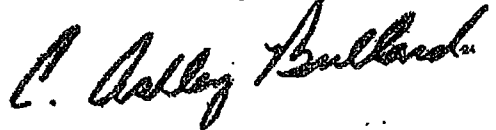
You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



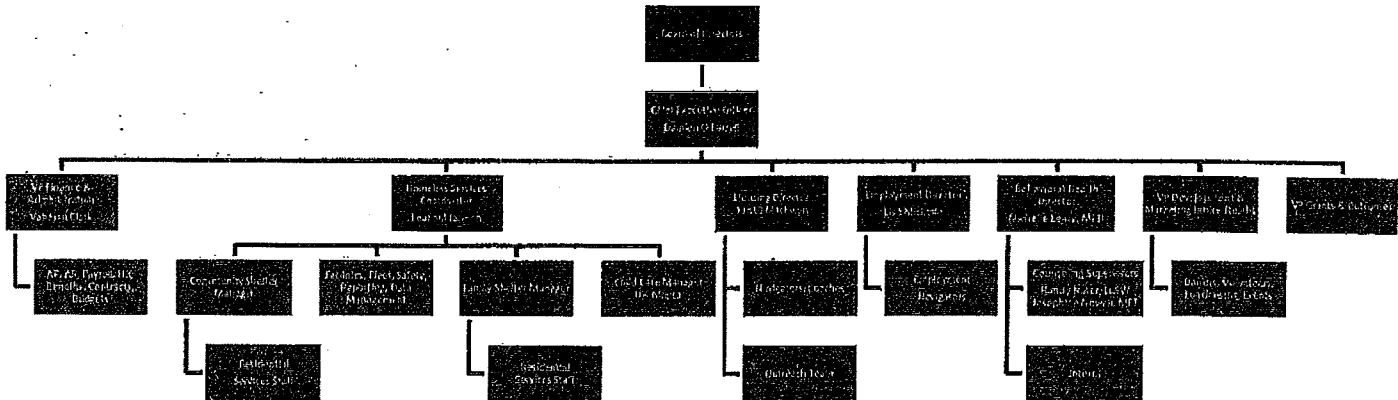
District Director

29

A. 2

Board Committees	
Executive/Governance Committee	- Chair, Secretary, Treasurer
Finance/Development	- Treasurer, Walcker
Audit	- Treasurer, Chair, Member
Staff Support	- Boswell, Zarate, Erickson
Fundraising	- Chair, Boswell
Marketing/Advocacy	- Boswell, Walcker, Stockton

Board of Directors	
Board Chair--	Erin Phillips (July 16' - Present) Leni Zarate (February 14' - June 16')
Secretary -	Melina Boswell (February 14' - Present)
Treasurer -	Bob Stockton (July 16' - Present)
Members -	Andrew Walcker (Current) Todd Robbins (Current) Rich Erickson (Current) Leni Zarate (Current) Randy Barkley (Current) Virginia Werly (February 14' - June 16') Brenda Wood (February 14' - November 15')



January 2017

20

Allied Information Resource is about partnering with you. We have created systems for clients with infrequent background requests to those with more complex screening needs locally and/or nationally. You can breathe easy knowing that you have a partner with your best interest at the top of their to do list. Our founders have a combined 50 plus years experience in Human Resources. We understand the complexity and share responsibility in ensuring our clients receive the most accurate information available in a feverishly fast paced environment. By understanding your screening needs and the background screening industry, AIR can build tailored programs to fulfill your background screening requirements. We have integrated several key facets into our programs to meet the demands of the Human Resource needs of a diverse environment:

A3

- Customer-focused services
 - Ultimate customization of products and services
- State-of-the-art technology systems
 - Flexible reporting and invoicing capabilities
 - Easy-to-use and quick on-line request submittals
 - 24 hour availability
- Integrity of information reported
 - Personal court searches to ensure accuracy
 - Product blends to expand and catch hard to find and obscure records
- Timely response
 - Commitment of 24-72 hour response time on all orders when available
- Market awareness
 - Abreast of changes in laws that will impact our business
- Regular communication with clients
 - Update clients on any changes in the marketplace or laws that will affect their business

Discuss our services and become a client of Allied Information Resource, Inc. by contacting us at **1-760-730-1329** or **1-800-710-AIR1** or email us at sales@alliedinformationresource.com.

We look forward to joining your family and doing business with you!

This Privacy Notice discloses the privacy practices for www.alliedinformationresource.com. We do not collect information on our web site. However, any information that you provide to us via e-mail will not be retained or shared with any third party. If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at (760) 730-1329 or via e-mail at webmaster@alliedinformationresource.com.

RSS Feeds

31
29

San Diego BBB Review

A-3

- [Home](#)
- [Client Login](#)
- [About](#)
- [Services](#)
- [Criminal Searches](#)
- [Verifications & References](#)
- [Credit, Civil, & Public Records](#)
- [Drug Screening & Other Services](#)
- [Employment Screening](#)
- [Tenant Screening](#)
- [Privacy Policy](#)

Search...	Submit Query
-----------	--------------

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- [HR Reposts](#)
- [Resources](#)
- [Uncategorized](#)

Services

Looking into an applicant's history can help provide a clearer picture of how they are going to fit into your environment. It also assists your company in completing its due diligence in the screening process. These investigations into an applicant's history can help avoid future issues such as theft, fraud or violence.

AIR provides a wide variety of screening services to assist you in making the best hiring decisions possible. These options include:

- Criminal Searches**
- Verifications/References**
- Credit/Civil/Public Records**
- Urinary Drug Screening & Other Services**

This Privacy Notice discloses the privacy practices for www.alliedinformationresource.com. We do not collect information on our web site. However, any information that you provide to us via e-mail will not be retained or shared with any third party. If you feel that we are not abiding by this privacy policy, you should contact us immediately via telephone at (760) 730-1329 or via e-mail at webmaster@alliedinformationresource.com.

30



A-4

JOB DESCRIPTION

Position: Housing Locator
Classification: Full Time
Reports To: Housing Director

Summary:

The Housing Locator assists homeless veterans, homeless individuals and families in identifying and transitioning into a full range of permanent housing opportunities, including subsidized housing such as Section 8, Shelter Plus Care, and VASH. The Housing Locator will work with the navigators to support the housing needs of participants in the POLM programs.

Responsibilities

Program Development

- Create and maintain system to develop relationships with landlords throughout Riverside County for both primary and secondary market housing opportunities for homeless individuals and families.
- Create and maintain lists of available housing options for clients.
- Develop system for maintaining strong positive relationships with landlords.

Contract Management

- Gain knowledge of the rules and regulations of the federal housing programs used by POLM.
- Maintain landlord related data tracking systems, including case notes and complete HMIS entries
- Prepare case-related reports including outcomes, successes and challenges
- Maintain complete and accurate documentation of service objectives and outcomes as well as other services in accordance with Federal, State, County and POLM guidelines
- Outreach and Relationship Management
- Outreach to realtors, landlords, housing developers and other housing providers to identify new and existing housing opportunities and build a strong inventory of available housing options for clients
- Network with other agencies, coalitions, and local community meetings

33

- Actively participate in staff meetings and trainings.
- Other duties as assigned.

A-4

Qualifications

- Possesses a minimum of a Bachelor's Degree in a related field.
- Has 2-4 years comparable experience in housing location.
- Previous experience with social services and/or homeless programs
- Able to coordinate multiple projects simultaneously in a high-pressure and time sensitive environment.
- Demonstrates ability to use computers and proficiency in Microsoft Office software particularly Excel.
- A highly motivated self-starter, with proven ability to develop creative solutions.
- Project a professional demeanor and possesses excellent written and oral communication skills, interpersonal skills, and ability to work both individually and as part of a team.
- Capability to work in a fast paced, professional environment.
- Must maintain and execute confidential information.
- Advanced degree in social work, counseling or human services is a plus.
- Ability to interact with diverse clientele.
- Maintains regular attendance.
- Other Requirements
- Employment Eligibility Verification.
- Reliable transportation, valid driver's license and auto insurance.
- Current tuberculosis test.
- Successful completion of background screening.
- CPR/First Aid Certification

Essential Functions

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.

In the course of performing the job, this position typically spends time sitting, standing, climbing stairs, walking, driving, carrying (20lbs), lifting (20lbs). Operating a computer keyboard, firm/strong grasping, and repetitive hand control. Makes and receives telephone calls. Subjected to outside environmental conditions.

POLM is an Equal Opportunity Employer

34

USER NAME PASSWORD

[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

Learn About Registration Status

- [How do I start a registration?](#)
- [What is Draft status?](#)
- [What is Work in Progress status?](#)
- [What is Submitted status?](#)
- [What is Active status?](#)
- [What is Expired status?](#)

What is?

- [What if my entity fails TIN validation?](#)
- [What if my entity fails CAGE Code validation?](#)
- [What if I still need help?](#)

What's Next?

[Find Your Registration in SAM](#)

AS

SAM Status Tracker

Check Entity Registration Status

Page Description

You can quickly check an entity's registration status in SAM by entering a DUNS Number or CAGE Code. The SAM Status Tracker will show you the current status of the entity associated with that DUNS Number or CAGE Code, as well as tell you what steps are left to complete based on why they are registering.

The SAM Status Tracker uses seven circles to represent steps in the registration process: Core Data, Assertions, Reqs & Certs, POCs, Submit, Processing, and Active. Visual indicators in the circles, text underneath the circles, a status message in bold above the circles and user messaging combine to give the registration status.

You will only see the registration status for publicly-searchable registration records in the SAM Status Tracker. Federal government users must log into SAM and search for non-public records.

Use the SAM Status Tracker Now

Check registration status by typing in a DUNS Number.

DUNS Number Plus 4 (Optional)

Or, check registration status by typing in a CAGE Code.

CAGE Code

PATH OF LIFE INDUSTRIES
Status: Active

Your registration was activated on Jan 25, 2016. It expires on Jan 25, 2017 which is one year after you submitted it for processing.



SAM | System for Award Management 1.0

IBM v1.P.50.20160823-0937

WWW2



Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

35
43

Joan Thirkettle

From: Federal Contractor Registry (FCR) <info@ccrorca.com>
Sent: Tuesday, August 30, 2016 1:34 PM
To: Joan Thirkettle
Subject: FCR SAM Status Check

A-5

Your SAM entity status* is as follows:

DUNS: 003364176

Name: PATH OF LIFE MINISTRIES

Business Type: Business or Organization
Registration Status: Active

Expiring On: 01/25/2017

To begin the renewal process, go to the following link <http://federalcontractorregistry.com/renewsam> to procure Federal Contractor Registry (FCR) services. Once you have done so, you will be receiving an automated email from FCR which will include a link for our SAM (CCR & ORCA) forms. Complete the forms and either email or fax to FCR and the SAM migration/renewal process will begin once the completed worksheets are received by FCR. FCR looks forward to assisting with your company's SAM registration. Thank you very much.

*Disclaimer: In order to provide your SAM status, we must access government & private databases. If you choose to use the information provided by us, we are not responsible for any inaccuracies within these databases or when reporting your status to you. We provide this information free-of-charge, to the best of our ability but cannot guarantee its accuracy at the time it was accessed. Federal Contractor Registry is a third party registration service that performs SAM registration/renewals on behalf of small to large businesses, non-profits organizations and city/local governments.

----- How did we do?

Please use the link below to rate your satisfaction with our service:

<http://www.123contactform.com/form-1137211/FCR-Survey>

Federal Contractor Registry

email - info@ccrorca.com

phone - 1-800-985-7658

fax - 202-568-6401

www.FederalContractorRegistry.com

Confidentiality Notice - This electronic mail message contains information that: (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the Addressee(s) named herein. If you are not the intended Recipient, an Addressee, or the person responsible for delivering this to an Addressee, you are hereby notified that reading, using, copying, or distributing any part of this message is STRICTLY PROHIBITED. If you have received this

3/4
4/4

**Riverside County Department of Public Social Services
Contracts Administration Unit
10281 Kidd Street
Riverside, CA 92503**

*RRH
EASTCO*

AG

AGREEMENT: HO-03420

CONTRACTOR: Path of Life Ministries

ACTIVITIES: Rapid Rehousing - East County

TERM: July 1, 2016 - June 30, 2017

MAXIMUM REIMBURSABLE AMOUNT: \$377,260.00

HUD PROJECT NUMBER: CA1450L9D081500

RECITALS

This Agreement is made and entered into by and between the County of Riverside, hereinafter referred to as "County," and the Path of Life Ministries, hereinafter referred to as the "Subrecipient."

WITNESSETH

WHEREAS, the County has entered into a grant agreement with the United States Department of Housing and Urban Development (HUD), hereinafter referred to as the "Grantor," pursuant to the Continuum of Care Program Rule (CFDA 14.267), codified as 24 CFR 578 and Subtitle C of Title IV of the Stewart B. McKinney-Vento Homeless Assistance Act as amended by S. 896 the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, 42 U.S.C. 11381 et seq.; and

WHEREAS, the Department of Public Social Services, hereinafter referred to as "DPSS," has been designated by the County to provide coordination and administration of the County's Continuum of Care Program, as described in the County's grant agreement with the Grantor.

NOW THEREFORE, DPSS and the Subrecipient do hereby covenant and agree that the Subrecipient will provide said services in return for monetary compensation, all in accordance with the terms and conditions contained herein this Agreement.

Authorized Signature for County: <i>[Signature]</i>	Authorized Signature for Path of Life Ministries <i>[Signature]</i>
Printed Name of Person Signing: Scott Haddon	Printed Name of Person Signing: Damien O'Farrell
Title: Senior Procurement Contract Specialist	Title: Executive Director
Address: 10281 Kidd St. Riverside, CA 92503	Address: PO Box 1445 Riverside, CA 92502
Date Signed: JUL 12 2016	Date Signed: 6-29-16

ATTEST:
 KECIA HARPER, JEM, Clerk
 BY *[Signature]*
 DEPUTY

FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]*
 ERIC STOPHER 6/30/16

JUL 12 2016 3-28

37

RRH
Ab

Riverside County Department of Public Social Services
Contracts Administration Unit
10281 Kidd Street
Riverside, CA 92503

AGREEMENT: HO-03305

CONTRACTOR: Path of Life Ministries

ACTIVITIES: Rapid Rehousing

TERM: July 1, 2016 - June 30, 2017

MAXIMUM REIMBURSABLE AMOUNT: \$345,549.00

HUD PROJECT NUMBER: CA1365L9D081501

RECITALS

This Agreement is made and entered into by and between the County of Riverside, hereinafter referred to as "County," and the Path of Life Ministries, hereinafter referred to as the "Subrecipient."

WITNESSETH

WHEREAS, the County has entered into a grant agreement with the United States Department of Housing and Urban Development (HUD), hereinafter referred to as the "Grantor," pursuant to the Continuum of Care Program Rule (CFDA 14.267), codified as 24 CFR 578 and Subtitle C of Title IV of the Stewart B. McKinney-Vento Homeless Assistance Act as amended by S. 896 the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, 42 U.S.C. 11381 et seq.; and

WHEREAS, the Department of Public Social Services, hereinafter referred to as "DPSS," has been designated by the County to provide coordination and administration of the County's Continuum of Care Program, as described in the County's grant agreement with the Grantor.

NOW THEREFORE, DPSS and the Subrecipient do hereby covenant and agree that the Subrecipient will provide said services in return for monetary compensation, all in accordance with the terms and conditions contained herein this Agreement.

Authorized Signature for County:	Authorized Signature for Path of Life Ministries <i>[Signature]</i>
Printed Name of Person Signing: John J. Benoit	Printed Name of Person Signing: Rafael Diaz DANIEL O'FARRELL
Title: Chair, Board of Supervisors	Title: Executive Director
Address: 4080 Lemon St Riverside, CA 92501	Address: PO Box 1445 Riverside, CA 92502
Date Signed:	Date Signed:

FORM APPROVED COUNTY COUNSEL
BY: *[Signature]* ERIC STOPHER DATE: 6/8/16

28

A-7

PATH OF LIFE MINISTRIES - FUNDING HISTORY									
PROGRAM YEAR					2017-2018	2016-2017	2015-2016	2014/2015	2013/2014
Contracting Company	Type of Services	Location	Contact & Phone	Fiscal Year Cycle					
City of Riverside - Community Block Development Grant	Riverside Community Shelter - Year-Round	Riverside, CA	Michelle Guzman (951) 826-6302	July 1 - June 30	Pending	125,600	125,600.00	\$ 115,500.00	\$ 126,347.00
City of Riverside - Emergency Solutions Grant	Riverside Community Shelter - Year-Round & RRH	Riverside, CA	Michelle Davis (951) 826-5743	July 1 - June 30	Pending	110,000	79,785.00	\$ 79,344.00	\$ 52,876.00
City of Riverside - Emergency Solutions Grant	Riverside Community Shelter - Cold Weather Shelter	Riverside, CA	Michelle Davis (951) 826-5743	Dec 1 - Apr 15	Pending	Included in above	Included in above	\$ 67,636.00	\$ -
County of Riverside	Family Shelter	Riverside, CA	Connie Hill (951) 358-6548	July 1 - June 30	Pending	400,000	400,000.00	\$ 400,000.00	\$ 400,000.00
City of Moreno Valley - Community Block Development Grant	Transitional Housing Program - King Hall MARR	March ARB, CA	Donna Moeller (951) 413-3463	July 1 - June 30	0	Program Closed	0.00	\$ 16,000.00	\$ 16,912.00
City of Moreno Valley - Community Block Development Grant	RRH - Rental Assistance	Moreno Valley, CA	Donna Moeller (951) 413-3463	July 1 - June 30	Pending	0	0.00	\$ -	\$ -
City of Perris - Community Block Development Grant	Homeless Outreach Program (Mobile Case Management)	Perris, CA	Sara Cortes de Pavon (951)	July 1 - June 30	2yr 16-18	64,940	38,000.00	\$ 30,000.00	\$ -
County of Riverside - DPSS (FEMA) 094	Emergency Food & Shelter Program - RIV COMM SHELTER	Riverside, CA	Anabel Ramos (951) 358-5816	Nov 1 - Oct 31 Jun 1, 2013 - Jun 30, 2014	0	0	140,383.00	\$ 18,380.00	\$ 16,988.00
County of Riverside - DPSS (FEMA) 119	Emergency Food & Shelter Program - FAMILY SHELTER	Riverside, CA	Anabel Ramos (951) 358-5816	Nov 1 - Oct 31 Jun 1, 2013 - Jun 30, 2014	0	0	Included in above	\$ 20,089.00	\$ 15,652.00
County of Riverside - DPSS (FEMA) 185	Rental Assistance	Riverside County District 5	Anabel Ramos (951) 358-5816	Jun 1, 2013 - Jun 30, 2014	\$48,376	140,383	Included in above	\$ 16,861.00	\$ 12,639.00
County of Riverside - DPSS/ HUD Grant (e)	Transitional Housing Program - King Hall MARR (e)	March ARB, CA	Connie Hill (951) 358-6548	Apr 1 - Mar 31	0	Program Closed	0.00	\$ 323,726.00	\$ 325,277.00
CoC - DPSS - PSH Bonus	PSH	Scattered Sites	Connie Hill (951) 358-6548	July 1 - June 30	Pending	1,314,364.00	1,278,680.00	\$ -	\$ -
CoC - DPSS - RRH	RRH	Scattered Sites	Connie Hill (951) 358-6548	July 1 - June 30	Pending	346,548.00	338,380.00	\$ -	\$ -
CoC East County - new	RRH	Scattered Sites	Connie Hill (951) 358-6548	July 1 - June 30	Pending	377,260.00	0.00	\$ -	\$ -
County of Riverside - EDA - Emergency Solutions Grant (b)	Riverside Community Shelter - Year-Round	Riverside, CA	Stefan Sims 951-955-3141	July 1 - June 30	Pending	55,000	55,000.00	\$ 50,000.00	\$ 40,000.00
County of Riverside - DPSS (General)	Riverside Community Shelter - Cold Weather Shelter	Riverside, CA	Cynthia Whittenberg (951) 358-4821	Dec 1 - Apr 15	Pending	Pending	128,885.00	\$ 128,885.00	\$ 199,500.00
City of Riverside - OTHER ESG	Community Shelter	Riverside, CA	Michelle Davis (951) 826-8743	2014-2016	0	0	0.00	\$ 10,000.00	\$ -
MHAFC 138 Realignment	Community Shelter	Riverside, CA	Tranda Jackson (951) 888-4357	2015-2016	Pending	69,000	136,876.00	\$ -	\$ -
Community Reckivism	Probation - Community Shelter	Riverside, CA	Walker Maek (951) 955-4937	2015-2016	Pending	0	50,000.00	\$ -	\$ -
First 5 Riverside	Childcare	Riverside County, CA	Michelle Siner (951) 248-0014	\$733,828 Total Oct 1, 2012 - Jun 30, 2016	260,000	260,000	221,221.00	\$ 221,221.00	\$ 221,221.00
Metro	Neighborhood College - Youth Offender Services	Riverside, CA	Lorna Pallares (619) 285-6566	Feb 1, 2014 - Dec 31, 2015	0	0	150,000.00	\$ 150,000.00	\$ 150,000.00
California Wellness Foundation	Health Care Program	Riverside, CA	Frank Lalle (818) 702-1800	\$150k total - 1/1/2010 - 1/31/2013	0	0	0.00	\$ -	\$ -
California Wellness Foundation	Executive Director Sabbatical Award	Riverside, CA	Fatima Angeles (818) 702-1800	8/1/2014 - 12/31/2015	0	0	0.00	\$ 35,000.00	\$ -
Kaiser Foundation	Health Care Program	Riverside, CA	Karen Roberts (951) 802-4193	June 1 - May 31	0	0	0.00	\$ -	\$ -
Mawardi Foundation	Kids of Promise, youth mental health services	March ARB, CA		7/1/2013 - 8/31/2013	0	0	0.00	\$ -	\$ 22,500.00
Mawardi Foundation	Riverside Community Shelter - Year-Round	Riverside, CA		7/1/2013 - 8/31/2013	0	0	0.00	\$ -	\$ 2,500.00
Pacific Life Foundation	Riverside Community Shelter - Year-Round	Riverside, CA	n/a	Jan 1 - Dec 31	0	0	0.00	\$ -	\$ -
Riverside Community Health Foundation	Health Care Program (Health In Motion - mobile health services)	Riverside County, CA	Ninfa Delgado (951) 788-3471	Jan 1 - Dec 31	Pending	125,000	100,000.00	\$ -	\$ -
Riverside Community Health Foundation	Kids of Promise, youth mental health services	March ARB, CA	Ninfa Delgado (951) 788-3472	2/1/2014 - 12/31/2014	0	0	\$ -	\$ 48,000.00	
San Manuel Band of Mission Indians	KOP, Employment Pipeline	March ARB, CA	Ken Ramirez (909) 804-8933	12/1/2013 - 12/31/2014	Pending	85,000	85,000.00	\$ 40,000.00	\$ -
South Coast Air Quality Management District	Health Care Program	Riverside, CA	Jean Ospital (909) 396-2682	Jan 1 - Dec 31	0	0	0.00	\$ -	\$ -
The Green Foundation	Kids of Promise, youth mental health services	March ARB, CA	Kyle Wright (626) 793-6200	1/1/2014 - 12/31/2014	Pending	20,000	0.00	\$ 20,000.00	\$ -
United Way of the Inland Valleys	Individual Development Account & On the Job Training	Riverside, CA	Lesley Ryder (951) 697-4700	July 1 - June 30	0	0	0.00	\$ 10,000.00	\$ -
United Way of the Inland Valleys	Riverside Community Shelter - Year-Round	Riverside, CA	Lesley Ryder (951) 697-4700	July 1 - June 30	7,000	14,000	14,000.00	\$ 14,000.00	\$ -
Van Daele Family Foundation	General Operating Support	Riverside, CA	Gina White (951) 364-2121	Jan 1 - Dec 31	3,500	28,000	0.00	\$ 102,000.00	\$ 158,680.00
Welgart Foundation	Core Support	Riverside, CA	Fred All (213) 688-7799	1/1/2012 - 12/31/2013	0	0	25,000.00	\$ 100,000.00	\$ -
Welgart Foundation	Core Support	Riverside, CA	Rosa Benitez (213) 688-7799	10/1/2014 - 12/31/2016	0	0	25,000.00	\$ 125,000.00	\$ -
Mc Donalds	KOP & Family Shelter	So. Cal	Ashley Loer 310-444-7010	2016	Pending	10,000	5,700.00	\$ 7,500.00	\$ 20,000.00
In N Out Burgers	Family Shelter	Irvine, Ca	Howard Booker 949-444-7010	2016	0	\$15,000	15,000.00	\$ 5,770.00	\$ 0.00
BBVA	Financial Training Shelters	Riverside, CA	Riverside Office (951) 689-9011	2015	Pending	2,500	2,500.00	\$ 0.00	\$ 0.00
Edison	Employment	Riverside, CA		yearly		5,000	0	0	0
CA State ESG	Shelter & Outreach	Riverside, CA	Connie Hill (951) 358-6548	July 1 - June 30	Pending	246,000	0	0	0

99



CERTIFICATE OF LIABILITY INSURANCE

PATHOFL-01 **CCOLLINS**DATE (MM/DD/YYYY)
8/30/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed, if SUBROGATION the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does certificate holder in lieu of such endorsement(s).

PRODUCER License # 0797015 Lewis & Assoc. Ins. Brokers, Inc. 700 W. Center Avenue Visalia, CA 93291	CONTACT NAME: Connie Collins	PHONE (AG No. Ext): 133	FAX (AG No.): (559) 733-5612
	EMAIL ADDRESS: conniec@since1927.com	INSURER(S) AFFORDING COVERAGE	
	INSURER A: New York Marine and General Insurance Company	NAIC # 28746	
INSURED Path Of Life Ministries 8218 Brockton Ave #211 Riverside, GA 92506	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		
	INSURER G:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER (INSR) WORD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL. AGGREGATE LIMIT APPLIES PERI: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC201600011233	05/13/2016	05/13/2017	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Contract year 2016/2017

CERTIFICATE HOLDER County of Riverside P.O. Box 7549 Riverside, CA 92513	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Connie Collins</i>

H.D.
451.

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD 213 (Rev 06/03)

AGREEMENT NUMBER

17-ESG-11846

REGISTRATION NUMBER

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

STATE AGENCY'S NAME
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
CONTRACTOR'S NAME
County of Riverside

2. The term of this Agreement is: Upon HCD Approval through 10/30/2019

3. The maximum amount of this Agreement is: \$654,773.00

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.

Exhibit A - Authority, Purpose and Scope of Work	3
Exhibit B - Budget Detail and Payment Provisions	3
Exhibit C - State of California General Terms and Conditions*	GTC - 04/2017
Exhibit D - ESG Program Terms and Conditions	9
Exhibit E - Special Terms and Conditions	5
Exhibit F - Additional Provisions	0
TOTAL NUMBER OF PAGES ATTACHED	20 pages

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. The GTC 04/2017 documents can be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

California Department of
General Service
Use Only

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

County of Riverside
BY (Authorized Signature) *Susan von Zabern* 3-23-18
DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING
Susan von Zabern, Director
ADDRESS
4060 County Circle Drive, Riverside, CA 92503

STATE OF CALIFORNIA

AGENCY NAME
Department of Housing and Community Development

BY (Authorized Signature) *Synthia Rhinehart* 3/27/18
DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING
Synthia Rhinehart, Contracts Manager, Business & Contract Services Branch

ADDRESS
2020 W. El Camino Ave., Sacramento, CA 95833

MAR 27 2018

X Exempt per: SCM 4.04.A.3 (DGS
Memo dated 6/12/81)

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

1. Authority & Purpose

This Standard Agreement ("Agreement") will provide official notification of the conditional reservation of funds under the Department of Housing and Community Development's (referred to herein as "HCD" or "Department") administration of the Emergency Solutions Grants ("ESG") Program for non-formula jurisdictions pursuant to the provisions of 42 USC 11371 – 42 USC 11378, ("Federal Statutes"), 24 CFR Part 576, ("Federal Regulations"), 25 California Code of Regulations (CCR), Section 8400 et seq. ("State Regulations") all as shall be amended from time to time. HCD receives federal funds for ESG from the United States Department of Housing and Urban Development (HUD), and CA ESG funds as allocated in the 2016-17 California Budget Bill, SB 826 pursuant to Chapter 19, Section 50899.1 of Part 2 of Division 31 of the Health and Safety Code ("CA ESG Statute"); and the California Emergency Solutions Grants Program, Program Guidelines, Section 100 et seq. In accepting this conditional reservation of funds, Contractor (sometimes referred to herein as "Grantee" or "Administrative Entity") agrees to comply with the terms and conditions of this Agreement, the Notice of Funding Availability under which the Contractor applied, the representations contained in the Contractor's recommendations for this funding allocation, and the requirements of the authorities cited above.

2. Scope of Work

- A. Contractor shall perform the Work required by 25 CCR Section 8403 and as described in the Application, which is on file at the Department, Division of Financial Assistance, 2020 West El Camino Avenue, Sacramento, California 95833. Contractor's selected homeless service providers shall perform the Work set forth in Exhibit B, Paragraph 1. All written materials or alterations submitted as addenda to the original award recommendation package submitted by the Contractor and which are approved in writing by the ESG NOFA Award or Contract Manager, or higher Departmental official, as appropriate, are hereby incorporated as part of the application/award recommendation package submitted to the Department. The Department reserves the right to require the Contractor to modify any or all parts of the award recommendation package in order to comply with ESG requirements. The Department reserves the right to review and approve all Work to be performed by the Contractor in relation to this Agreement. Any proposed revision to the Work must be submitted in writing, for review and approval by the Department, and may require a contract amendment. Any approval shall not be presumed unless such approval is made by the Department in writing.

- B. Contractor shall perform the Work, only in the areas as identified, and in accordance to the approved ESG Application and required by 25 CCR Section 8403 according to the Federal ESG and CA ESG requirements. Contractor's selected homeless service providers shall provide services in the areas identified in the application/award recommendation package submitted to the Department. Services shall be provided by the Contractor and the Contractor's funded subrecipients for at least the term of the ESG grant.

EXHIBIT A

3. Contract Amount of Agreement

Grant Award Amount: \$ 654,773
Federal ESG Award: \$352,337
CA ESG Award: \$302,436

4. Term of Agreement and Deadlines

- A. All Program funds shall be expended by: July 30, 2019.
- A. All Final Funds Requests shall be submitted to the Department within 60 days after the expenditure deadline.
- B. This Agreement will expire on: October 30, 2019.
- C. Reimbursements will not be made after this Agreement expires.

5. Department Contract Coordinator

The coordinator of this Agreement for the Department is the Program Manager for the Contracts Management Section, Division of Financial Assistance, or the Program Manager's designee. Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed by first class mail to the Program Representative:

Department of Housing and Community Development
Division of Financial Assistance, Contract Management Section
Emergency Solutions Grants Program Representative
2020 West El Camino Avenue, Suite 400
Sacramento, California 95833

6. Contractor's Contract Coordinators

Contractor's Authorized Representative for this Agreement is listed below. Unless otherwise informed, any notice, report or other communication required by this Agreement shall be mailed by first class mail to the following address:

Contractor Authorized Representative:	Ms. Susan Von Zabern, Director Department of Public Social Services County of Riverside 4060 County Circle Drive Riverside, CA 92503
Phone:	(951) 358-3111
Email:	svonzabe@rivco.org