

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.14  
(ID # 25192)**

**MEETING DATE:**  
Tuesday, July 02, 2024

**FROM :** RUHS-BEHAVIORAL HEALTH

**SUBJECT:** RIVERSIDE UNIVERSITY HEALTH SYSTEM - BEHAVIORAL HEALTH: Approve the Cooperative Agreement Between the Riverside University Health System – Behavioral Health and Innovative Housing Opportunities to Provide Mental Health and Homeless Services, District 1 and 2. [Total Cost \$375,000, \$125,000 annually, 100% Innovative Housing Opportunities Funded]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Cooperative Agreement between Riverside University Health System – Behavioral Health (RUHS-BH) and Innovative Housing Opportunities (IHO) in the amount of \$125,000 annually, for FY 2024/2025 through FY 2026/2027, for a total of \$375,000; and
2. Authorize the Director of RUHS-BH to sign and execute the Cooperative Agreement, annual renewals, and/or subsequent ministerial amendments that exercise the options of the Agreement, including modifications of the statement of work that stay within the intent of the Agreement, as approved by County Counsel, not to exceed \$125,000 annually, through June 30, 2027.

**ACTION:**Policy

  
Matthew Chang, Director 6/14/2024

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: July 2, 2024  
xc: RUHS-BH

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 125,000	\$ 125,000	\$ 500,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> 100% Innovative Housing Opportunities			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 23/24-26/27	

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

Riverside University Health System - Behavioral Health (RUHS-BH) operates a continuum of care system that consists of County-operated and contracted service providers delivering a variety of behavioral health treatment services within each geographic region of Riverside County.

The purpose and intent of this Agreement between the RUHS-BH and IHO is to allow RUHS-BH staff to provide supportive services to Transitional Aged Youth (TAY) who are homeless and support residents with case management needs which may include behavioral health or substance use services.

Riverside County's Coordinated Entry System (CES) serves as a source of applicant referrals, either directly or through RUHS-BH. IHO desires to collaborate with the homeless outreach team for supportive services in order to decrease homelessness and adverse incidents involving mentally ill individuals who meet the qualifications for RUHS-BH supportive services. This project will have 32 units for affordable housing and one manager's unit. The funding source for this project will be provided by IHO which will take place at The Aspire apartment complexes, located at 3867-3893 3rd Street, Riverside CA 92501 in District 1.

The program goals and advantages of this partnership include: 1) more engagement with TAY homeless individuals who suffer from a serious mental illness and/or substance use disorder (SMI/SUD); 2) increase linkages to available RUHS-BH and community resources including housing supportive services, in a coordinated and effective manner; 3) collaborate with community agencies and provide immediate access to treatment when needed; 4) educate community agencies and partners about the warning signs of behavioral health risks to de-stigmatization and increased accessibility of on-going behavioral health services; and 5) support individuals and families with navigating mental health crises while aiding and supporting in minimizing barriers to treatment and services.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

**Impact on Citizens and Businesses**

The mental health crisis intervention and homeless outreach services will expand the capacity to provide behavioral health services to individuals and families of Riverside County. These services are a component of RUHS-BH system of care aimed at improving access to care, and the health and safety of the community.

**Additional Fiscal Information**

This program is funded by IHO. No additional County funds are required.

  
Gregg Gu, Chief of Deputy County Counsel      6/20/2024

**COOPERATIVE AGREEMENT  
BETWEEN  
COUNTY OF RIVERSIDE,  
RIVERSIDE UNIVERSITY HEALTH SYSTEM – BEHAVIORAL HEALTH  
AND  
INNOVATIVE HOUSING OPPORTUNITIES**

This COOPERATIVE AGREEMENT ("AGREEMENT") is entered into by and between the County of Riverside, California, on behalf of Riverside University Health System – Behavioral Health (hereinafter "COUNTY") and Innovative Housing Opportunities (hereinafter "CONTRACTOR") for the delivery of supportive services for residents of supportive housing in Riverside, California known as The Aspire (hereinafter "PROJECT").

**RECITALS**

WHEREAS, the AGREEMENT is being entered into in order to establish the roles, responsibilities and services to be provided by CONTRACTOR and COUNTY.

NOW, THEREFORE, the CONTRACTOR and COUNTY mutually agree as follows:

**I. GENERAL STATEMENT OF FACTS**

The PROJECT is located at 3867-3893 3<sup>rd</sup> Street in Riverside, CA 92501 and consists of 33 one-bedroom units for affordable housing set aside for homeless Transitional Aged Youth (TAY) population.

The Riverside County Coordinated Entry System ("CES") does serve as a source of applicant referrals to the PROJECT, either directly or through RUHS-BH.

**II. SCOPE OF SERVICE**

The purpose of this AGREEMENT between participants is to outline the roles and responsibilities of these agencies to provide housing and supportive services to homeless Transitional Aged Youth (TAY) population. COUNTY will provide supportive services to TAY who are homeless and support residents with case management needs which may include mental health or substance use services.

**III. PROGRAM GOALS**

- A. Provide housing and mental health/substance use services directly in the community to those at risk of injury or death without appropriate supports.
- B. Engage homeless TAY who suffer from a serious mental illness and/or substance use disorder and link them to all available COUNTY and community resources in a coordinated and effective manner.

- C. Collaborate with community agencies and provide immediate access to treatment when needed.
- D. Educate community agencies and partners about the warning signs of behavioral health risks to destigmatize receiving behavioral health services and increase accessibility to on-going services.
- E. Support individuals and families with navigating mental health crisis while aiding and supporting in minimizing barriers to treatment and services.

**IV. DUTIES AND RESPONSIBILITIES**

**A. COUNTY RESPONSIBILITIES:**

- 1. The responsibilities of COUNTY under this Agreement are described in Exhibit A of this Agreement.

**B. CONTRACTOR RESPONSIBILITIES:**

- 1. The responsibilities of CONTRACTOR under this Agreement are described in Exhibit A of this Agreement.

**V. FISCAL PROVISIONS**

**A. MAXIMUM AMOUNT AND SOURCE OF FUNDS**

- 1. Total payment under this AGREEMENT will not exceed \$125,000 annually for the program period and shall automatically renew upon expiration for two successive one (1) year periods unless terminated as provided herein. This AGREEMENT shall be funded through funds identified by the CONTRACTOR and are subject to change dependent on funding fluctuations.

**B. COMPENSATION**

- 1. COUNTY shall bill CONTRACTOR for one 1.0 FTE (1) Behavioral Health Specialist II (BHS II) or Behavioral Health Specialist III (BHS III) position, operations, and administrative cost. Position type shall be based on mutual agreement of both parties.

**a. Salaries and Benefits**

- i. Salaries and benefits for the BHS II or BHS III position shall be billed based on the actual cost of the filled position only.

**b. Operation costs:**

- i. Operational costs are based on tools needed to run business operations such as: a telephone, internet bills, equipment, and inventory costs.

**c. Administrative cost**

- i. Administrative costs are based on administrative expenses such as: analyst, accounting, and clerical duties.

**C. REIMBURSEMENT / PAYMENT / COMPENSATION**

1. COUNTY shall compile all payments made to fund the BHS II or BHS III monthly and shall be submitted to CONTRACTOR within forty-five (45) days following the end of the quarter in which the services were provided. Upon submission, CONTRACTOR will reimburse COUNTY within thirty (30) days after receipt of the claim.
  - a. Equipment purchased by either party will remain their property and shall be returned to them upon termination of this AGREEMENT.

**VI. GENERAL PROVISIONS**

**A. EFFECTIVE PERIOD**

1. This AGREEMENT shall be effective for three (3) years beginning on July 1, 2024 through June 30, 2027. This AGREEMENT may be renewed annually upon mutual consent by all parties (COUNTY and CONTRACTOR) and upon availability of funding.

**B. ALTERATION OF TERMS AND ENTIRE AGREEMENT**

1. The body of this AGREEMENT fully expresses all understanding of the parties concerning all matters covered and shall constitute the total AGREEMENT. No addition to, or alteration of, the terms of this AGREEMENT, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this AGREEMENT, which is formally approved and executed by Participants.

**C. AMENDMENTS**

1. In the event that either party desires to amend the terms of this AGREEMENT, Participants will comply with the terms of this AGREEMENT until such time as the amendment is approved or formal action is taken by the COUNTY.

**D. TERMINATION**

1. This AGREEMENT may be terminated by either party by giving thirty (30) days written notice by certified mail of intention to terminate, such period beginning upon receipt of notice, and may be terminated for cause, such as a willful and/or material breach of the AGREEMENT by either party by giving five (5) days written notice of intention to terminate by certified mail.

**E. NOTICE**

1. All notices, claims correspondence, reports, and/or statements authorized or required by this AGREEMENT shall be addressed as follows:

**Riverside University Health System – Behavioral Health  
Program Support Unit**

4095 County Circle Drive  
Riverside, CA 92503

Attention: Marcus Cannon, Deputy Director

Tel: (951) 358-4500 Fax: (951) 358-4313

Email: MCannon@ruhealth.org

**Innovative Housing Opportunities**

501 N. Golden Circle, Suite 100

Santa Ana, CA 92705

Attn: Rochelle Mills, President & CEO

2. Unless the persons or addressed are otherwise identified by notice given in the manner specified by this paragraph, all notices shall be deemed effective when they are reduced to writing and deposited in the United States mail, postage prepaid, and addressed as stated above. Any notices, correspondences, reports, and/or statements authorized or required by this AGREEMENT addressed in any other fashion, shall not be acceptable.

**F. CONFIDENTIALITY**

1. COUNTY and CONTRACTOR agree to maintain the confidentiality of all mental health and/or substance use client information in accordance with all applicable Federal, State and local laws and regulations. CONTRACTOR will ensure that names, addresses, phone numbers, and any other individually identifiable information concerning mental health and/or substance use clients and the services they may be receiving are kept confidential. CONTRACTOR will not divulge any mental health and/or substance use client information to any unauthorized person.
2. Applicable Confidentiality Laws include, but may not be limited to, California Welfare & Institutions Code, Sections 5328 through 5330, inclusive, 45 CFR Section 205.50, 42 CFR-Chapter 1-Part 2. CONTRACTOR shall require all its' employees, and agents providing services hereunder to acknowledge the understanding of an agreement to fully comply with, such confidentiality provisions.
3. CONTRACTOR shall indemnify and hold harmless COUNTY, its' employees, and agents, from and against any and all loss, damage, liability, and expense arising from any disclosure of such records and information by CONTRACTOR its' officers, employees, or agents.

officers, agents and employees in any legal action(s) or claim(s) based upon such alleged acts or omissions whether the subject action(s) or claim(s) are well-founded, properly filed or pleaded, or not commenced in a court of competent jurisdiction.

3. Without limiting such indemnification, each party shall maintain in force at all times during the performance of the AGREEMENT, insurance policies evidencing coverage during the entire term of the AGREEMENT as follows:
  - a. General liability insurance in the amount of not less than \$1,000,000 per occurrence and aggregate.
  - b. Workers' Compensation insurance in accordance with statutory requirements.
  - c. If motor vehicles are used pursuant to this AGREEMENT, not less than \$1,000,000 combined single limit for damage to property and injury to persons.

**D. RECORD RETENTION**

1. CONTRACTOR agrees to retain all records pertaining to this AGREEMENT for a period of three years after termination of this AGREEMENT, or such federal and state provisions in effect. If, at the end of three years, there is ongoing litigation or an audit involving those records, COUNTY shall retain the original records until the resolution of such litigation or audit; CONTRACTOR shall retain copies of the records until the resolution of such litigation or audit.

**E. JURISDICTION, VENUE, ATTORNEY'S FEES**

1. This AGREEMENT is to be construed under the laws of the State of California. The parties agree to the jurisdiction and venue of the appropriate courts in the County of Riverside, State of California. Should action be brought to enforce or interpret the provisions of this AGREEMENT, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief are granted.

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4. COUNTY agrees to maintain the confidentiality of all criminal and law enforcement information in accordance with all applicable Federal, State and local laws and regulations. COUNTY will ensure that names, addresses, phone numbers, and any other individually identifiable information is denied to any unauthorized person.
5. COUNTY shall maintain the confidentiality of all mental health and substance use health records that it maintains, receives, or sends to CONTRACTOR. Records include, but may not be limited to, claims that include individual identifying client information, individually identifiable health records and information, and/or Management Information System records, COUNTY shall have reasonable safeguards in place to prevent unauthorized access to records.

**VII. MISCELLANEOUS PROVISIONS**

**A. SEVERABILITY**

1. If any provision in this AGREEMENT is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

**B. HOLD HARMLESS-INDEPENDENT PARTNER**

1. It is understood and agreed CONTRACTOR is an independent entity and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR shall not be entitled to any benefits payable to employees of the County of Riverside, including County Workers' Compensation Benefits. CONTRACTOR is not required to make any deductions from the compensation payable to COUNTY under the provisions of this AGREEMENT; and as an independent entity, hereby hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any third party that an employer-employee relationship exists by reason of this AGREEMENT.

**C. INSURANCE-INDEMNIFICATION**

1. Each party hereto agrees to indemnify and hold harmless the other party, its agency, offices, agents and employees, free and harmless from any liability whatsoever, including wrongful death, based or asserted upon any acts or omission of such Indemnifying Party, relating to or in any way connected with or arising from the accomplishment of the work by the Indemnifying Party.
2. Each party further agrees to protect, indemnify and defend at its expense including attorney fees, the other party, its agency

officers, agents and employees in any legal action(s) or claim(s) based upon such alleged acts or omissions whether the subject action(s) or claim(s) are well-founded, properly filed or pleaded, or not commenced in a court of competent jurisdiction.

3. Without limiting such indemnification, each party shall maintain in force at all times during the performance of the AGREEMENT, insurance policies evidencing coverage during the entire term of the AGREEMENT as follows:
  - a. General liability insurance in the amount of not less than \$1,000,000 per occurrence and aggregate.
  - b. Workers' Compensation insurance in accordance with statutory requirements.
  - c. If motor vehicles are used pursuant to this AGREEMENT, not less than \$1,000,000 combined single limit for damage to property and injury to persons.

**D. RECORD RETENTION**

1. CONTRACTOR agrees to retain all records pertaining to this AGREEMENT for a period of three years after termination of this AGREEMENT, or such federal and state provisions in effect. If, at the end of three years, there is ongoing litigation or an audit involving those records, COUNTY shall retain the original records until the resolution of such litigation or audit; CONTRACTOR shall retain copies of the records until the resolution of such litigation or audit.

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**EXHIBIT A  
SCOPE OF WORK**

**CONTRACTOR: INNOVATIVE HOUSING OPPORTUNITIES  
PROGRAM: HOUSING**

**I. CONTRACTOR RESPONSIBILITIES.**

The responsibility of acquiring, constructing, operating, managing, and maintaining the PROJECT will be the sole responsibility of the CONTRACTOR. CONTRACTOR, through the management services of property manager, will maintain and operate all units of Aspire Apartments; a total of 32 units will be for tenants and 1 unit set-aside for the manager. COUNTY and CONTRACTOR all mutually agree that the rents for eligible IHO residents shall be as described in Exhibit A.

- a. The CONTRACTOR and/or PROPERTY MANAGER shall be responsible for the maintenance of the common grounds associated with the PROJECT. The common grounds include, but are not limited to, outside and inside fixtures (excluding light bulbs on fixtures inside the units), walls and other such common areas that are not regarded as part of or under the control of the tenant's possession, landscaping, walkways, parking areas, refuse/dumpster areas, carports, the community building(s), irrigation systems, pool/spa, recreation areas and equipment.
- b. The CONTRACTOR and/or property manager shall comply with all applicable licensing regulations including, but not limited to, the requirements of any federal, state, county or local agency required in connection with the provision of housing.

**II. COUNTY RESPONSIBILITIES:**

- a. Staff will assign one (1) full-time Behavioral Health Specialist II or Behavioral Health Specialist III to provide supportive services.
  - i. Position type shall be upon mutual agreement of both parties.
- b. Staff will provide the appropriate electronic equipment, including cell phones that have email functionality.
- c. Staff will work in the office to arrange social service supports and coordinate services with other agencies and programs.
- d. Staff will work to find alternatives to divert behavioral health consumers into behavioral health and/or substance use services and supports including outpatient services, residential treatment and other appropriate community-based options in order to meet client needs, preserve housing stability and avoid unnecessary crisis services such as emergency rooms and hospitalization.
- e. Staff will provide referrals and linkage to other community-based behavioral health, substance use, and/or social services resources.
- f. Staff will provide crisis intervention service planning for individuals with behavioral health issues.

**EXHIBIT A  
SCOPE OF WORK**

**CONTRACTOR: INNOVATIVE HOUSING OPPORTUNITIES  
PROGRAM: HOUSING**

**I. CONTRACTOR RESPONSIBILITIES.**

The responsibility of acquiring, constructing, operating, managing, and maintaining the PROJECT will be the sole responsibility of the CONTRACTOR. CONTRACTOR, through the management services of property manager, will maintain and operate all units of Aspire Apartments; a total of 32 units will be for tenants and 1 unit set-aside for the manager. COUNTY and CONTRACTOR all mutually agree that the rents for eligible IHO residents shall be as described in Exhibit A.

- a. The CONTRACTOR and/or PROPERTY MANAGER shall be responsible for the maintenance of the common grounds associated with the PROJECT. The common grounds include, but are not limited to, outside and inside fixtures (excluding light bulbs on fixtures inside the units), walls and other such common areas that are not regarded as part of or under the control of the tenant's possession, landscaping, walkways, parking areas, refuse/dumpster areas, carports, the community building(s), irrigation systems, pool/spa, recreation areas and equipment.
- b. The CONTRACTOR and/or property manager shall comply with all applicable licensing regulations including, but not limited to, the requirements of any federal, state, county or local agency required in connection with the provision of housing.

**II. COUNTY RESPONSIBILITIES:**

- a. Staff will assign one (1) full-time Behavioral Health Specialist II or Behavioral Health Specialist III to provide supportive services.
  - i. Position type shall be upon mutual agreement of both parties.
- b. Staff will provide the appropriate electronic equipment, including cell phones that have email functionality.
- c. Staff will work in the office to arrange social service supports and coordinate services with other agencies and programs.
- d. Staff will work to find alternatives to divert behavioral health consumers into behavioral health and/or substance use services and supports including outpatient services, residential treatment and other appropriate community-based options in order to meet client needs, preserve housing stability and avoid unnecessary crisis services such as emergency rooms and hospitalization.
- e. Staff will provide referrals and linkage to other community-based behavioral health, substance use, and/or social services resources.
- f. Staff will provide crisis intervention service planning for individuals with behavioral health issues.

**VIII. SIGNATORIES**

COUNTY and CONTRACTOR mutually agree to fully and faithfully perform all applications set forth in this AGREEMENT. Both parties agree to have their duly authorized signatories sign this AGREEMENT.

**COUNTY ADDRESS:**

County of Riverside  
Board of Supervisors  
4080 Lemon Street, 5<sup>th</sup> Floor  
Riverside, CA 92501

**INFORMATION COPY:**

County of Riverside  
Riverside University Health System  
Behavioral Health  
P.O. Box 7549  
Riverside, CA 92503-7549

**INNOVATIVE HOUSING  
OPPORTUNITIES:**

Signed: \_\_\_\_\_  
By: Rochelle Mills  
Title: President & CEO

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Deputy: \_\_\_\_\_  
Innovative Housing Opportunities  
501 N. Golden Circle Suite 100  
Santa Ana, CA 92705

**COUNTY OF RIVERSIDE:**

Signed: \_\_\_\_\_  
By: Matthew Chang, MD, MMM  
RUHS Behavioral Health Director

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**COUNSEL**

Joshua J. Mason  
*Approved as to Form:*

By: \_\_\_\_\_  
Attorney

**COUNTY COUNSEL**

*Approved as to Form:*

By:  \_\_\_\_\_  
Deputy County Counsel

**EXHIBIT A  
SCOPE OF WORK**

**CONTRACTOR: INNOVATIVE HOUSING OPPORTUNITIES  
PROGRAM: HOUSING**

**I. CONTRACTOR RESPONSIBILITIES.**

The responsibility of acquiring, constructing, operating, managing, and maintaining the PROJECT will be the sole responsibility of the CONTRACTOR. CONTRACTOR, through the management services of property manager, will maintain and operate all units of Aspire Apartments; a total of 32 units will be for tenants and 1 unit set-aside for the manager. COUNTY and CONTRACTOR all mutually agree that the rents for eligible IHO residents shall be as described in Exhibit A.

- a. The CONTRACTOR and/or PROPERTY MANAGER shall be responsible for the maintenance of the common grounds associated with the PROJECT. The common grounds include, but are not limited to, outside and inside fixtures (excluding light bulbs on fixtures inside the units), walls and other such common areas that are not regarded as part of or under the control of the tenant's possession, landscaping, walkways, parking areas, refuse/dumpster areas, carports, the community building(s), irrigation systems, pool/spa, recreation areas and equipment.
- b. The CONTRACTOR and/or property manager shall comply with all applicable licensing regulations including, but not limited to, the requirements of any federal, state, county or local agency required in connection with the provision of housing.

**II. COUNTY RESPONSIBILITIES:**

- a. Staff will assign one (1) full-time Behavioral Health Specialist II or Behavioral Health Specialist III to provide supportive services.
  - i. Position type shall be upon mutual agreement of both parties.
- b. Staff will provide the appropriate electronic equipment, including cell phones that have email functionality.
- c. Staff will work in the office to arrange social service supports and coordinate services with other agencies and programs.
- d. Staff will work to find alternatives to divert behavioral health consumers into behavioral health and/or substance use services and supports including outpatient services, residential treatment and other appropriate community-based options in order to meet client needs, preserve housing stability and avoid unnecessary crisis services such as emergency rooms and hospitalization.
- e. Staff will provide referrals and linkage to other community-based behavioral health, substance use, and/or social services resources.
- f. Staff will provide crisis intervention service planning for individuals with behavioral health issues.

- g. Staff will provide individuals with services for intake and assessment, resource referrals, referrals for adult education, recreational and socialization activities, community-building activities, support groups, and other onsite education opportunities.
- h. Staff will collaborate with Riverside City College to provide services with an emphasis on developing independent living skills, employment and educational goals, behavioral health and primary health education and referrals as needed, and parenting support as appropriate. Individualized service planning and goal setting, referrals to counseling services, and coordination of services to gain access to mainstream services and other community-based resources.
- i. Staff will collaborate with Riverside City College to provide service coordination, with emphasis on employment and training services, and setting and accomplishing educational goals. Service coordination and includes information and referral to community partners, benefits, and additional support through follow-up as residents gain access to services.
- j. Staff will make a good faith effort to arrange for 84 hours annually of curriculum-based, technology-supported adult education and/or individual development services with an emphasis on (but not limited to) independent living skills, health and wellness, workforce development, and financial literacy as determined based on resident and community need.
- k. Staff will provide individualized service planning, referrals to counseling services, and coordination of services to gain access to mainstream services and other community-based resources.
- l. Staff will host and help to encourage residents to participate in community-building activities that decrease isolation and community conflict while increasing resident networking and social connectedness.
- m. Staff will make themselves available and accessible to all residents living onsite. This visibility will allow for ample opportunity for resident engagement.
- n. Staff will work directly with the property management staff to ensure that every new resident is made aware of their availability as supportive staff at the time of a move-in.
- o. Staff will distribute flyers, send mass emails and text messages to residents notifying them of the availability of services, upcoming events, etc. Staff will also use flyers, calendars, newsletters, and social events to inform of their availability and services that are offered.
- p. Staff will offer a variety of group educational events and social events on a monthly basis. Events will be held in community spaces such as the community room or outside when weather permits.
- q. Staff will document target population data, track individual, group, and community success, and provide reporting on the results of findings.

**EXHIBIT B  
COMPENSATION**

Compensation shall only be for salary and benefit costs, operations, and administrative costs with providing the Scope of Services as defined in Exhibit A.

**1. Personnel, Administrative, and Operating Cost**

- A. Annual cost not to exceed \$125,000.00.
- B. Monthly cost not to exceed \$10,416.66.

<b>FY 2024/2025</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2024	\$10,416.66
August 2024	\$10,416.66
September 2024	\$10,416.66
October 2024	\$10,416.66
November 2024	\$10,416.66
December 2024	\$10,416.66
January 2025	\$10,416.66
February 2025	\$10,416.66
March 2025	\$10,416.66
April 2025	\$10,416.66
May 2025	\$10,416.66
June 2025	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>

<b>FY 2025/2026</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2025	\$10,416.66
August 2025	\$10,416.66
September 2025	\$10,416.66
October 2025	\$10,416.66
November 2025	\$10,416.66
December 2025	\$10,416.66
January 2026	\$10,416.66
February 2026	\$10,416.66
March 2026	\$10,416.66
April 2026	\$10,416.66
May 2026	\$10,416.66
June 2026	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>

<b>FY 2026/2027</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2026	\$10,416.66
August 2026	\$10,416.66
September 2026	\$10,416.66
October 2026	\$10,416.66
November 2026	\$10,416.66
December 2026	\$10,416.66
January 2027	\$10,416.66
February 2027	\$10,416.66
March 2027	\$10,416.66
April 2027	\$10,416.66
May	\$10,416.66
June	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>





INNOVATIVE HOUSING OPPORTUNITIES

EST.  
1978

July 30, 2024

Marcus Cannon  
Deputy Director  
Riverside University Health System – Behavioral Health Support Unit  
4095 County Circle Drive  
Riverside CA 92503

Subject: Termination of Cooperative Agreement

Dear Mr. Cannon,

This letter is to inform you that we are requesting to terminate our Cooperative Agreement with Riverside University Health System—Behavioral Health Support Unit for providing Supportive Services at The Aspire, a supportive housing facility in Riverside, California.

We appreciate your expertise in providing behavioral services, particularly in the areas of mental health and substance abuse. However, we aim to offer supportive services to our Transitional-age Youth that are tailored to their specific needs and offer more flexibility in scheduling.

We value our partnership and hope to continue to collaborate with Riverside University Health System.

Sincerely,



Rochelle Mills  
President and Chief Executive Officer

**COOPERATIVE AGREEMENT  
BETWEEN  
COUNTY OF RIVERSIDE,  
RIVERSIDE UNIVERSITY HEALTH SYSTEM – BEHAVIORAL HEALTH  
AND  
INNOVATIVE HOUSING OPPORTUNITIES**

This COOPERATIVE AGREEMENT ("AGREEMENT") is entered into by and between the County of Riverside, California, on behalf of Riverside University Health System – Behavioral Health (hereinafter "COUNTY") and Innovative Housing Opportunities (hereinafter "CONTRACTOR") for the delivery of supportive services for residents of supportive housing in Riverside, California known as The Aspire (hereinafter "PROJECT").

**RECITALS**

WHEREAS, the AGREEMENT is being entered into in order to establish the roles, responsibilities and services to be provided by CONTRACTOR and COUNTY.

NOW, THEREFORE, the CONTRACTOR and COUNTY mutually agree as follows:

**I. GENERAL STATEMENT OF FACTS**

The PROJECT is located at 3867-3893 3<sup>rd</sup> Street in Riverside, CA 92501 and consists of 33 one-bedroom units for affordable housing set aside for homeless Transitional Aged Youth (TAY) population.

The Riverside County Coordinated Entry System ("CES") does serve as a source of applicant referrals to the PROJECT, either directly or through RUHS-BH.

**II. SCOPE OF SERVICE**

The purpose of this AGREEMENT between participants is to outline the roles and responsibilities of these agencies to provide housing and supportive services to homeless Transitional Aged Youth (TAY) population. COUNTY will provide supportive services to TAY who are homeless and support residents with case management needs which may include mental health or substance use services.

**III. PROGRAM GOALS**

- A. Provide housing and mental health/substance use services directly in the community to those at risk of injury or death without appropriate supports.
- B. Engage homeless TAY who suffer from a serious mental illness and/or substance use disorder and link them to all available COUNTY and community resources in a coordinated and effective manner.

- CLERK'S COPY  
7900 274110  
The Office of Behavioral Health Services  
10/1/2024
- C. Collaborate with community agencies and provide immediate access to treatment when needed.
  - D. Educate community agencies and partners about the warning signs of behavioral health risks to destigmatize receiving behavioral health services and increase accessibility to on-going services.
  - E. Support individuals and families with navigating mental health crisis while aiding and supporting in minimizing barriers to treatment and services.

**IV. DUTIES AND RESPONSIBILITIES**

**A. COUNTY RESPONSIBILITIES:**

- 1. The responsibilities of COUNTY under this Agreement are described in Exhibit A of this Agreement.

**B. CONTRACTOR RESPONSIBILITIES:**

- 1. The responsibilities of CONTRACTOR under this Agreement are described in Exhibit A of this Agreement.

**V. FISCAL PROVISIONS**

**A. MAXIMUM AMOUNT AND SOURCE OF FUNDS**

- 1. Total payment under this AGREEMENT will not exceed \$125,000 annually for the program period and shall automatically renew upon expiration for two successive one (1) year periods unless terminated as provided herein. This AGREEMENT shall be funded through funds identified by the CONTRACTOR and are subject to change dependent on funding fluctuations.

**B. COMPENSATION**

- 1. COUNTY shall bill CONTRACTOR for one 1.0 FTE (1) Behavioral Health Specialist II (BHS II) or Behavioral Health Specialist III (BHS III) position, operations, and administrative cost. Position type shall be based on mutual agreement of both parties.

**a. Salaries and Benefits**

- i. Salaries and benefits for the BHS II or BHS III position shall be billed based on the actual cost of the filled position only.

**b. Operation costs:**

- i. Operational costs are based on tools needed to run business operations such as: a telephone, internet bills, equipment, and inventory costs.

**c. Administrative cost**

- i. Administrative costs are based on administrative expenses such as: analyst, accounting, and clerical duties.

**C. REIMBURSEMENT / PAYMENT / COMPENSATION**

1. COUNTY shall compile all payments made to fund the BHS II or BHS III monthly and shall be submitted to CONTRACTOR within forty-five (45) days following the end of the quarter in which the services were provided. Upon submission, CONTRACTOR will reimburse COUNTY within thirty (30) days after receipt of the claim.
  - a. Equipment purchased by either party will remain their property and shall be returned to them upon termination of this AGREEMENT.

**VI. GENERAL PROVISIONS**

**A. EFFECTIVE PERIOD**

1. This AGREEMENT shall be effective for three (3) years beginning on July 1, 2024 through June 30, 2027. This AGREEMENT may be renewed annually upon mutual consent by all parties (COUNTY and CONTRACTOR) and upon availability of funding.

**B. ALTERATION OF TERMS AND ENTIRE AGREEMENT**

1. The body of this AGREEMENT fully expresses all understanding of the parties concerning all matters covered and shall constitute the total AGREEMENT. No addition to, or alteration of, the terms of this AGREEMENT, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this AGREEMENT, which is formally approved and executed by Participants.

**C. AMENDMENTS**

1. In the event that either party desires to amend the terms of this AGREEMENT, Participants will comply with the terms of this AGREEMENT until such time as the amendment is approved or formal action is taken by the COUNTY.

**D. TERMINATION**

1. This AGREEMENT may be terminated by either party by giving thirty (30) days written notice by certified mail of intention to terminate, such period beginning upon receipt of notice, and may be terminated for cause, such as a willful and/or material breach of the AGREEMENT by either party by giving five (5) days written notice of intention to terminate by certified mail.

**E. NOTICE**

1. All notices, claims correspondence, reports, and/or statements authorized or required by this AGREEMENT shall be addressed as follows:

**Riverside University Health System – Behavioral Health  
Program Support Unit**

4095 County Circle Drive  
Riverside, CA 92503

Attention: Marcus Cannon, Deputy Director

Tel: (951) 358-4500 Fax: (951) 358-4313

Email: MCannon@ruhealth.org

**Innovative Housing Opportunities**

501 N. Golden Circle, Suite 100

Santa Ana, CA 92705

Attn: Rochelle Mills, President & CEO

2. Unless the persons or addressed are otherwise identified by notice given in the manner specified by this paragraph, all notices shall be deemed effective when they are reduced to writing and deposited in the United States mail, postage prepaid, and addressed as stated above. Any notices, correspondences, reports, and/or statements authorized or required by this AGREEMENT addressed in any other fashion, shall not be acceptable.

**F. CONFIDENTIALITY**

1. COUNTY and CONTRACTOR agree to maintain the confidentiality of all mental health and/or substance use client information in accordance with all applicable Federal, State and local laws and regulations. CONTRACTOR will ensure that names, addresses, phone numbers, and any other individually identifiable information concerning mental health and/or substance use clients and the services they may be receiving are kept confidential. CONTRACTOR will not divulge any mental health and/or substance use client information to any unauthorized person.
2. Applicable Confidentiality Laws include, but may not be limited to, California Welfare & Institutions Code, Sections 5328 through 5330, inclusive, 45 CFR Section 205.50, 42 CFR-Chapter 1-Part 2. CONTRACTOR shall require all its' employees, and agents providing services hereunder to acknowledge the understanding of an agreement to fully comply with, such confidentiality provisions.
3. CONTRACTOR shall indemnify and hold harmless COUNTY, its' employees, and agents, from and against any and all loss, damage, liability, and expense arising from any disclosure of such records and information by CONTRACTOR its' officers, employees, or agents.

4. COUNTY agrees to maintain the confidentiality of all criminal and law enforcement information in accordance with all applicable Federal, State and local laws and regulations. COUNTY will ensure that names, addresses, phone numbers, and any other individually identifiable information is denied to any unauthorized person.
5. COUNTY shall maintain the confidentiality of all mental health and substance use health records that it maintains, receives, or sends to CONTRACTOR. Records include, but may not be limited to, claims that include individual identifying client information, individually identifiable health records and information, and/or Management Information System records, COUNTY shall have reasonable safeguards in place to prevent unauthorized access to records.

**VII. MISCELLANEOUS PROVISIONS**

**A. SEVERABILITY**

1. If any provision in this AGREEMENT is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

**B. HOLD HARMLESS-INDEPENDENT PARTNER**

1. It is understood and agreed CONTRACTOR is an independent entity and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR shall not be entitled to any benefits payable to employees of the County of Riverside, including County Workers' Compensation Benefits. CONTRACTOR is not required to make any deductions from the compensation payable to COUNTY under the provisions of this AGREEMENT; and as an independent entity, hereby hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any third party that an employer-employee relationship exists by reason of this AGREEMENT.

**C. INSURANCE-INDEMNIFICATION**

1. Each party hereto agrees to indemnify and hold harmless the other party, its agency, offices, agents and employees, free and harmless from any liability whatsoever, including wrongful death, based or asserted upon any acts or omission of such Indemnifying Party, relating to or in any way connected with or arising from the accomplishment of the work by the Indemnifying Party.
2. Each party further agrees to protect, indemnify and defend at its expense including attorney fees, the other party, its agency

officers, agents and employees in any legal action(s) or claim(s) based upon such alleged acts or omissions whether the subject action(s) or claim(s) are well-founded, properly filed or pleaded, or not commenced in a court of competent jurisdiction.

3. Without limiting such indemnification, each party shall maintain in force at all times during the performance of the AGREEMENT, insurance policies evidencing coverage during the entire term of the AGREEMENT as follows:
  - a. General liability insurance in the amount of not less than \$1,000,000 per occurrence and aggregate.
  - b. Workers' Compensation insurance in accordance with statutory requirements.
  - c. If motor vehicles are used pursuant to this AGREEMENT, not less than \$1,000,000 combined single limit for damage to property and injury to persons.

**D. RECORD RETENTION**

1. CONTRACTOR agrees to retain all records pertaining to this AGREEMENT for a period of three years after termination of this AGREEMENT, or such federal and state provisions in effect. If, at the end of three years, there is ongoing litigation or an audit involving those records, COUNTY shall retain the original records until the resolution of such litigation or audit; CONTRACTOR shall retain copies of the records until the resolution of such litigation or audit.

**E. JURISDICTION, VENUE, ATTORNEY'S FEES**

1. This AGREEMENT is to be construed under the laws of the State of California. The parties agree to the jurisdiction and venue of the appropriate courts in the County of Riverside, State of California. Should action be brought to enforce or interpret the provisions of this AGREEMENT, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief are granted.

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officers, agents and employees in any legal action(s) or claim(s) based upon such alleged acts or omissions whether the subject action(s) or claim(s) are well-founded, properly filed or pleaded, or not commenced in a court of competent jurisdiction.

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**VIII. SIGNATORIES**

COUNTY and CONTRACTOR mutually agree to fully and faithfully perform all applications set forth in this AGREEMENT. Both parties agree to have their duly authorized signatories sign this AGREEMENT.

**COUNTY ADDRESS:**

County of Riverside  
Board of Supervisors  
4080 Lemon Street, 5<sup>th</sup> Floor  
Riverside, CA 92501

**INFORMATION COPY:**

County of Riverside  
Riverside University Health System  
Behavioral Health  
P.O. Box 7549  
Riverside, CA 92503-7549

**INNOVATIVE HOUSING OPPORTUNITIES:**

Signed: \_\_\_\_\_  
By: Rochelle Mills  
Title: President & CEO

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Deputy: \_\_\_\_\_  
Innovative Housing Opportunities  
501 N. Golden Circle Suite 100  
Santa Ana, CA 92705

**COUNTY OF RIVERSIDE:**

Signed: \_\_\_\_\_  
By: Matthew Chang, MD, MMM  
RUHS Behavioral Health Director

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**COUNSEL**

Joshua J. Mason  
*Approved as to Form:*

By: \_\_\_\_\_  
Attorney

**COUNTY COUNSEL**

*Approved as to Form:*

By:  \_\_\_\_\_  
Deputy County Counsel

**EXHIBIT A  
SCOPE OF WORK**

**CONTRACTOR: INNOVATIVE HOUSING OPPORTUNITIES  
PROGRAM: HOUSING**

**I. CONTRACTOR RESPONSIBILITIES.**

The responsibility of acquiring, constructing, operating, managing, and maintaining the PROJECT will be the sole responsibility of the CONTRACTOR. CONTRACTOR, through the management services of property manager, will maintain and operate all units of Aspire Apartments; a total of 32 units will be for tenants and 1 unit set-aside for the manager. COUNTY and CONTRACTOR all mutually agree that the rents for eligible IHO residents shall be as described in Exhibit A.

- a. The CONTRACTOR and/or PROPERTY MANAGER shall be responsible for the maintenance of the common grounds associated with the PROJECT. The common grounds include, but are not limited to, outside and inside fixtures (excluding light bulbs on fixtures inside the units), walls and other such common areas that are not regarded as part of or under the control of the tenant's possession, landscaping, walkways, parking areas, refuse/dumpster areas, carports, the community building(s), irrigation systems, pool/spa, recreation areas and equipment.
- b. The CONTRACTOR and/or property manager shall comply with all applicable licensing regulations including, but not limited to, the requirements of any federal, state, county or local agency required in connection with the provision of housing.

**II. COUNTY RESPONSIBILITIES:**

- a. Staff will assign one (1) full-time Behavioral Health Specialist II or Behavioral Health Specialist III to provide supportive services.
  - i. Position type shall be upon mutual agreement of both parties.
- b. Staff will provide the appropriate electronic equipment, including cell phones that have email functionality.
- c. Staff will work in the office to arrange social service supports and coordinate services with other agencies and programs.
- d. Staff will work to find alternatives to divert behavioral health consumers into behavioral health and/or substance use services and supports including outpatient services, residential treatment and other appropriate community-based options in order to meet client needs, preserve housing stability and avoid unnecessary crisis services such as emergency rooms and hospitalization.
- e. Staff will provide referrals and linkage to other community-based behavioral health, substance use, and/or social services resources.
- f. Staff will provide crisis intervention service planning for individuals with behavioral health issues.

**EXHIBIT A  
SCOPE OF WORK**

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PROGRAM: HOUSING**

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**EXHIBIT A  
SCOPE OF WORK**

**CONTRACTOR: INNOVATIVE HOUSING OPPORTUNITIES  
PROGRAM: HOUSING**

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- e. Staff will provide referrals and linkage to other community-based behavioral health, substance use, and/or social services resources.
- f. Staff will provide crisis intervention service planning for individuals with behavioral health issues.

- g.** Staff will provide individuals with services for intake and assessment, resource referrals, referrals for adult education, recreational and socialization activities, community-building activities, support groups, and other onsite education opportunities.
- h.** Staff will collaborate with Riverside City College to provide services with an emphasis on developing independent living skills, employment and educational goals, behavioral health and primary health education and referrals as needed, and parenting support as appropriate. Individualized service planning and goal setting, referrals to counseling services, and coordination of services to gain access to mainstream services and other community-based resources.
- i.** Staff will collaborate with Riverside City College to provide service coordination, with emphasis on employment and training services, and setting and accomplishing educational goals. Service coordination and includes information and referral to community partners, benefits, and additional support through follow-up as residents gain access to services.
- j.** Staff will make a good faith effort to arrange for 84 hours annually of curriculum-based, technology-supported adult education and/or individual development services with an emphasis on (but not limited to) independent living skills, health and wellness, workforce development, and financial literacy as determined based on resident and community need.
- k.** Staff will provide individualized service planning, referrals to counseling services, and coordination of services to gain access to mainstream services and other community-based resources.
- l.** Staff will host and help to encourage residents to participate in community-building activities that decrease isolation and community conflict while increasing resident networking and social connectedness.
- m.** Staff will make themselves available and accessible to all residents living onsite. This visibility will allow for ample opportunity for resident engagement.
- n.** Staff will work directly with the property management staff to ensure that every new resident is made aware of their availability as supportive staff at the time of a move-in.
- o.** Staff will distribute flyers, send mass emails and text messages to residents notifying them of the availability of services, upcoming events, etc. Staff will also use flyers, calendars, newsletters, and social events to inform of their availability and services that are offered.
- p.** Staff will offer a variety of group educational events and social events on a monthly basis. Events will be held in community spaces such as the community room or outside when weather permits.
- q.** Staff will document target population data, track individual, group, and community success, and provide reporting on the results of findings.

**EXHIBIT B  
COMPENSATION**

Compensation shall only be for salary and benefit costs, operations, and administrative costs with providing the Scope of Services as defined in Exhibit A.

**1. Personnel, Administrative, and Operating Cost**

- A. Annual cost not to exceed \$125,000.00.
- B. Monthly cost not to exceed \$10,416.66.

<b>FY 2024/2025</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2024	\$10,416.66
August 2024	\$10,416.66
September 2024	\$10,416.66
October 2024	\$10,416.66
November 2024	\$10,416.66
December 2024	\$10,416.66
January 2025	\$10,416.66
February 2025	\$10,416.66
March 2025	\$10,416.66
April 2025	\$10,416.66
May 2025	\$10,416.66
June 2025	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>

<b>FY 2025/2026</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2025	\$10,416.66
August 2025	\$10,416.66
September 2025	\$10,416.66
October 2025	\$10,416.66
November 2025	\$10,416.66
December 2025	\$10,416.66
January 2026	\$10,416.66
February 2026	\$10,416.66
March 2026	\$10,416.66
April 2026	\$10,416.66
May 2026	\$10,416.66
June 2026	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>

<b>FY 2026/2027</b>	
<b>Month</b>	<b>Not to Exceed</b>
July 2026	\$10,416.66
August 2026	\$10,416.66
September 2026	\$10,416.66
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January 2027	\$10,416.66
February 2027	\$10,416.66
March 2027	\$10,416.66
April 2027	\$10,416.66
May	\$10,416.66
June	\$10,416.66
<b>Total</b>	<b>\$125,000.00</b>