

## **FIRST AMENDMENT TO THE NAMI SAN DIEGO THE ALLIANCE PROGRAM AGREEMENT**

This First Amendment to Agreement Between the City of San Diego and NAMI San Diego for The Alliance Program (First Amendment) is made and entered into by and between the City of San Diego (City) and NAMI San Diego (Contractor), also referred to individually as “Party” and collectively as the “Parties.”

### **RECITALS**

1. City approved a non-profit certification on November 9, 2022 for Contractor to operate The Alliance Program, a shelter for single individuals who identify as female for a period of 180 days, resulting in a contract between the City and Contractor (Contract). The Contract was executed on December 19, 2022 and is comprised of the Contract and the City’s General Contract Terms and Provisions.

2. The Contract may be amended by written agreement executed by duly authorized representatives of both Parties.

4. The Parties wish to amend the Contract to extend the term of the Contract, increase the budget by \$738,410.00 for a total budget of \$1,335,324.00, and include additional scope of services for Contractor to provide Street-Based Case Management.

### **TERMS**

For each section of the Contract, do the following:

1. Article 2, Duration of Agreement, Subsection 2.2 Agreement Term is revised in its entirety, and replaced to read as follows:

**2.2 Term of Agreement.** This Agreement shall be for a term of nine (9) months, starting from the Effective Date .

2. Article 3 Compensation, Subsection 3.1 Amount of Compensation of the Contract is revised in its entirety, and replaced to read as follows:

**3.1 Amount of Compensation.** The City shall pay the Contractor for performance of all Services rendered in accordance with this Agreement, including reasonable related expenses, in an amount not to exceed \$1,000,000 per Fiscal Year.


3. Exhibit A, Scope of Services, of the Contract is revised in part to add Attachment 2, Street-Based Case Management Scope of Services.

4. This First Amendment will be effective when signed by both parties and approved by the City Attorney in accordance with Charter section 40.


5. All provisions of the Agreement not addressed in this First Amendment remain in full force and effect.

IN WITNESS WHEREOF, this First Amendment is executed by City and Contractor acting by and through their authorized officers.

**NAMI San Diego**


By:   
[Cathryn Nacario \(May 24, 2023 15:37 CDT\)](#)  
Name: Cathryn Nacario  
Title: CEO  
Date: May 24, 2023

**City of San Diego**

By:   
Name: Claudia Abarca  
Title: Director, Purchasing & Contracting  
Date: May 25, 2023

Approved as to form this 31 day of  
May, 2023

MARA W. ELLIOTT, City Attorney

By:   
[Heather Ferbert \(May 31, 2023 16:24 PDT\)](#)  
Deputy City Attorney  
Heather Ferbert  
Print Name

**ATTACHMENT 2  
STREET-BASED CASE MANAGEMENT  
SCOPE OF WORK**

**A. OVERVIEW**

The Homeless Strategies and Solutions Department (HSSD) is the department of the City of San Diego (City) that oversees and develops homelessness related programs and services. HSSD plans, develops, and oversees a comprehensive network of citywide programs that provide immediate assistance and long-term solutions to meet the needs of those experiencing homelessness. HSSD operates a comprehensive network of citywide programs that reflect a balance between providing immediate assistance and long-term solutions that meet the needs of those experiencing homelessness.

**B. ADMINISTRATIVE OFFICE LOCATION**

The Contractor will maintain administrative offices at 5095 Murphy Canyon Rd. Suite 320, San Diego, CA. 92123.

**C. PROGRAM SITE LOCATION**

The Contractor will operate the Program in an assigned geographical location within the City of San Diego. The Program will operate Monday through Friday and will meet where individuals experiencing homelessness are located, including streets, encampments, etc.

**D. PROGRAM DESCRIPTION**

As part of the City's efforts to address homelessness, the Contractor will operate the Street-Based Case Management Program (Program) in the E Street Encampment, defined below. Utilizing Housing First principles, the Program's objective is to actively engage individuals or households who are experiencing homelessness.

**E. PROGRAM SERVICES**

**a. Target Population/Geographical Area**

The Contractor shall conduct Street-Based Case Management and engagement efforts in geographical quadrant from 7<sup>th</sup> Avenue to 10<sup>th</sup> Avenue and Broadway to F Street, San Diego, CA 92101 (E Street Encampment).

**b. Persons Served**

The Contractor will assist, at least, 50 Individuals during a one-year period. The number of individuals to assist for future option years will be determined based on the funding and final budget determined to be available for that year.

**c. Program Services**

Contractor shall provide:

- i.** Street-Based Case Management in assigned area to document a comprehensive list of every individual experiencing homelessness located specifically within the E Street Encampment with the goal of:

1. Rapid resolution assistance, including determining diversion opportunities;
2. Building relationships, trust, and rapport over time with individuals and families experiencing homelessness to expedite access to housing resources and supportive services;
3. Make effort to maintain contact with known individuals as possible to foster deeper engagement and linkage to community resources and longer-term and permanent housing options as frequently as possible;
4. Addressing basic needs, including but not limited to, access to food, clothing, and safety;
5. Access to shelter, through participation in the Coordinated Shelter Intake process;
6. Access to housing-focused street-based case management services, including but not limited to:
  - a. Development of client housing plan, including stabilization strategies and client goals and objectives;
  - b. Coordination with an referrals to County, State, and Federal programs, as well as nonprofits and social services, as appropriate;
  - c. Assistance in locating safe and affordable permanent or other longer-term housing, including determining housing interventions and opportunities outside of CES;
  - d. Completion of intakes, screening, assessments, and case conferencing or other integral components of CES as established by RTFH community standards and policies;
  - e. Assistance with housing applications and supportive/subsidized housing paperwork associated with individuals' identified permanent housing shallow subsidy program.
    - i. Staff shall facilitate transition of individual's case with the post-placement supportive services provider to ensure continuum of services.
7. Providing access or referrals to medical care, transportation, mental health care, and substance abuse treatment as quickly as possible, when appropriate; and
8. Maintaining documentation of Street-Based Case Management efforts and clients' choice to accept or refuse resources referrals/opportunities, in a form and format determined by the City or as established by RTFH community standards and policies.

**d. Program Eligibility**

- i. Households within the assigned area experiencing unsheltered homelessness will be prioritized.
- ii. Each Program participant will be:

1. An individual who meets the U.S. Department of Housing and Urban Development (HUD) definition of Literally Homeless (Category 1) or Fleeing/Attempting to Flee Domestic Violence (Category 4);
  2. Certified as homeless using HUD's preferred order of documentation (24 CFR Part 91, 582, and 583), third party certification is preferred; and
  3. Residing in the City of San Diego.
- iii. In alignment with Housing First principles, examples of criteria that may not be used to determine Program eligibility and continued stay include, but are not limited to, the following:
1. Sobriety and/or commitment to be drug-free;
  2. Requirements to take medication if the participant has a mental illness;
  3. Participation in religious services or activities;
  4. Participation in drug treatment services (including NA/AA);
  5. Payment or ability to pay; or
  6. Identification

## **F. PROGRAM COMPONENTS**

Service delivery will be housing-focused which aims to resolve Participant's homelessness as quickly as possible while also meeting the client's basic needs. Staff and persons who interact with clients will be trained on homeless population service provision, positive engagement, and general customer service standards that address the needs of the target population. Services to be provided include, but are not limited to:

- a. Alignment with Housing First principles with low barrier to entry and operations.
- b. Assistance with obtaining safe, permanent housing.
- c. Where necessary, provide access to health resources including mental and behavioral health services.
- d. Provide access to case management and other appropriate permanent housing-focused services as described in Section E(c)(i)(6) above (e.g., Housing Navigations, Case Conferencing).
- e. Collecting client satisfaction data halfway through the Program (six months) and at the end of the Program at a minimum, and reporting to the City summarizing how client satisfaction data was collected during the reporting period, the assessment of the data and how the findings were incorporated into service delivery and program design.
- f. Contractor is responsible for ensuring their staff attend, participate in, and complete necessary trainings, as well as keep a record of all trainings completed by staff employed for this program. Trainings shall be completed within six (6) months of

hire date, unless completed within the past two (2) years. Trainings must be refreshed as indicated below for the following trainings:

- i. Cultural Competency – every three (3) years
- ii. Motivational Interviewing - every three (3) years
- iii. Trauma Informed Care - every three (3) years
- iv. Harm Reduction - every three (3) years
- v. Mandated Reporter - every three (3) years
- vi. Substance Use Disorders - every three (3) years
- vii. Mental Health Recovery- every three (3) years
- viii. Effective Goal Setting (SMARTER) - every three (3) years
- ix. De-escalation Training - every three (3) years
- x. HMIS Documentation - Initial training within one (1) month of hire date; every three (3) years or as soon as possible if substantial changes to standards occur, including:
  - 1. Coordinated Entry
- xi. First-Aid and CPR - Initial training within three (3) months of hire; refresh as necessary to maintain certification
- xii. Additional future training as needed to address public health concerns

Contractor may provide ‘in house’ training for their staff. HSSD must receive curriculum and approve such training.

## **G. SYSTEM COORDINATION**

### **a. Coordinated Entry System (CES)**

The Coordinated Entry System (CES) functions throughout the San Diego region and connects individual and families experiencing homelessness with the most appropriate and available housing options. Prioritization standards are determined by the RTFH. Information provided by homeless individuals and entered into the Homeless Management Information System (HMIS) is utilized by RTFH to triage homeless San Diegans into the most appropriate housing intervention.

- i. Contractor will participate in CES as established by the RTFH and focus on the CES standardized vulnerability assessment tool in screening, referral, and admissions processes for all program clients, when appropriate and as established by RTFH.
- ii. Participation in housing navigation, case conferencing, or other integral components of CES when appropriate and as established by RTFH.

### **b. 2-1-1 San Diego Participation**

Contractor must list the program along with relevant program details and services in the 2-1-1 San Diego database. In order to remain compliant with this requirement,

Contractor must have updated and/or approved the program service listing in the 2-1-1 San Diego database within the past twelve (12) months. To verify the Program is listed or for more information on how to apply for inclusion, please visit <http://211sandiego.org/for-agencies>.

**c. Community Information Exchange (CIE)**

Contractor must participate in and utilize the 2-1-1 database, CIE, to the maximum extent possible that aligns with the Program’s objectives and services and is appropriate for the model of service delivery. At minimum, this utilization must include access for direct service staff to log into CIE to view client profiles and aid in the creation of service plans and coordination of care. The Contractor is expected to work with 2-1-1 to identify and implement the most appropriate level of integration for the Program; this may include the ability to enter/import data and accept/send electronic referrals through CIE.

**d. Community Engagement**

Contractor shall maintain a Community Engagement/Good Neighbor Plan for the areas surrounding the Program site including, but not limited to:

- i. Methodologies for maintaining a clean and safe environment;
- ii. Strategies for building positive relationships with the surrounding community/neighborhood, and proactively addressing potential or actual community concerns;
- iii. Providing opportunities for electronic and/or written community feedback; and
- iv. Demonstrating community input has been reviewed and incorporated into operations plans, as appropriate.

**e. Leverage Commitment**

Contractor must provide summary documentation of any leveraged or in-kind resources used to enhance Program services and operations within 30 days following the end of the Agreement Term. Leverage is the non-match cash, or non-match in-kind resources, committed to making a project fully operational. This includes all resources in excess of the required match as well as other resources that are used on costs that are ineligible. Leverage funds may be used for any program related costs and may be used to support any activity within the Program provided by the recipient or subrecipient.

**H. NON-EXPENDABLE PROPERTY ACQUISITION**

City retains title to all non-expendable property provided to Contractor by City, or which Contractor may acquire with funds from this Agreement requesting reimbursement for such expenditures. For purposes of this Agreement, non-expendable property is defined as tangible personal property having a useful life of more than one year and an acquisition cost of more than more than \$5,000 cumulative or per item. Contractor shall not expend funds

under this Agreement for the acquisition of non-expendable property having a unit cost of \$5,000 or more and normal life expectancy of more than one year without prior written approval of the City or as approved within the Program's budget for start-up costs required for the Program. Acquisition of non-expendable property shall comply with the City's contracting procurement requirements. Contractor understands and agrees that all non-expendable property procured under this Agreement are for the benefit of the City and are the sole property of the City.

Contractor shall maintain an inventory of non-expendable property, including dates of purchase and disposition of the property. Inventory records on non-expendable property shall be retained and made available to the City upon request for at least three years following date of disposition.

Non-expendable property that has a value at the end of the Agreement (e.g. has not been depreciated so that its value is zero), and to which the City may retain title under this paragraph, shall be disposed of at the end of the Agreement as follows: At City's option, City may: 1) have Contractor deliver to another City contractor or have another City contractor pick up the non-expendable property; 2) allow the Contractor to retain the non-expendable property provided that the Contractor submits to the City a written statement in the format directed by the City on how the non-expendable property will be used for the public good; or 3) direct the Contractor to return the non-expendable property to the City.

## **I. RESPONSIBILITY OF EQUIPMENT**

City shall not be responsible nor held liable for any damage to any persons or property as a result of the use, misuse, or failure of any equipment used by Contractor or any of Contractor's employees, even though such equipment may be furnished, rented, or loaned to Contractor by the City or purchased by Contractor with funds under this Agreement. The acceptance or use of any such equipment by Contractor or Contractor's employees shall be construed to mean that Contractor accepts full responsibility for and agrees to exonerate, indemnify, protect, and hold harmless City from and against any and all claims for any damage whatsoever resulting from the use, misuse, or failure of such equipment, whether such damage be to the employee or property of Contractor, other Contractors, City or other persons or property. Equipment includes but is not limited to material, computer hardware and software, tools, or other things. Contractor shall repair or replace, at Contractor's expense, all City equipment or fixed assets that are damaged or lost because of Contractor negligence.

## **J. RECRUITMENT AND HIRING OF STAFF FOR OPERATIONS OF THE PROGRAM**

Contractor shall provide the following within sixty (60) days of signing the First Amendment to the Agreement:

- a. Job descriptions for Program staff in alignment with local and national best practices for delivery of all Program services as described herein
- b. Staffing plan to accommodate delivery of 24-hour residential services for all services outlined in the Operations Section contained herein



## **K. OPERATIONAL PLANNING AND SET UP**

- a.** The Contractor's Street-Based Case Management is expected to:
  - i.** Engage with people who are predominantly unsheltered located in the E Street Encampment and work intensely to resolve homelessness (shelter users should be engaged rarely, if ever);
  - ii.** Follow the Policy Guidelines and Street Community Standards;
  - iii.** Respond to service requests from the City's Outreach Manager;
  - iv.** Staff two shifts per day;
  - v.** Have assigned areas within the City that staff are expected to know as many unsheltered people as possible by name, prioritize who they will try to resolve homelessness for first, accompany people to appointments to take care of tasks in the process (e.g. transport to Social Security Office), get all paperwork completed for Coordinated Entry, and coordinate with other services in sustaining the tenancy after Street-Based Case Management work is completed. As applicable, assigned areas could be informed by "hotspots" data provided by the City (e.g. Performance and Analytics geospatial analysis or Get It Done);
  - vi.** Work with smaller group of unsheltered people intensely rather than a larger group peripherally;
  - vii.** Coordinate with the Rapid Response Team on individuals that do not currently want housing assistance but may benefit from follow-up at a later time, and need or may be interested in other options of street-based interventions;
  - viii.** Leverage the expertise of Peer Support Specialists in engagement and to assists with task completion and to engage with people that do not want housing assistance; and
  - ix.** Participate in daily operational briefing.
- b.** Comply with policies and procedures for infectious disease prevention and safety measures in accordance with all County of San Diego Public Health and/or City mandates and guidelines.
- c.** All security staff, whether employed by the Contractor(s) or staff through a third-party vendor must be trained in the following areas:
  - i.** Cultural competency to best serve the target population;
  - ii.** All public health and infectious disease prevention safety measures in effect during the term of this agreement;
  - iii.** The Program's terms of service; and
  - iv.** Critical incident reporting.

## **L. PROGRAM POLICY REQUIREMENTS FOR SERVICE DELIVERY AND PROGRAM OPERATIONS**

Contractor shall submit a copy of Contractor's program policies and procedures to the City within sixty (60) days of signing the First Amendment to the Agreement. Contractor is expected to revise the Program policies and procedures annually. The City will review the Program policies and procedures at the start of the initial term of the Agreement, and annually thereafter for any option period. The City will review for all minimum components identified below and will provide technical assistance and collaborate for ongoing improvement and modifications based on client feedback, outcomes, and best practices. Any changes to the Program policies and procedures shall be submitted to the City for review before implementation. The City reserves the right to request changes to Program policies and procedures throughout the term of the Agreement. Upon request, Contractor must submit current Program policies and procedures to the City within 15 calendar days.

The Program policies and procedures must be organized and include a table of contents outlining all content and must include at a minimum:

1. Program design as it relates to the target population and surrounding community that:
  - a. Is grounded in Housing First principles.
  - b. Utilizes harm reduction, trauma-informed care, diversion strategies, and cultural competency for best practices.
  - c. Is in alignment with all fair housing, non-discrimination, and equal opportunity regulations and best practices.
  - d. Includes a description for how internal and external resources and partnerships are utilized to maximize program client services.
2. Service description and delivery method for all services outlined in the Program Services section and the following:
  - a. Diversion, a strategy used to prevent homelessness for people seeking shelter by helping them identify immediate alternate housing arrangements and, if necessary, connecting them with services and financial assistance to help them return to permanent housing;
  - b. Intake process and eligibility criteria; and
  - c. Case management including assessment, development of reunification plan, case note documentation, issuance of RTFH-approved triage tool for all Program clients, when needed and appropriate and as applicable to program service model;
3. Process for verifying and documenting homelessness in alignment with the federal Department of Housing and Urban Development's (HUD's) recordkeeping and reporting requirements. Policy shall include the following:
  - a. Process for verifying homelessness at intake while ensuring lack of third-party documentation is not a barrier to program entry;
  - b. HUD's definition of homeless and chronic homelessness;

- c. Identification of the categories of homelessness that apply to the Program;
  - d. List examples of documentation accepted by HUD to verify homeless status with HUD's preferred order of verification identified;
  - e. Method for obtaining acceptable forms of documentation to verify homelessness; and
  - f. Process to obtain any outstanding third-party verifications when unable to obtain prior program enrollment.
- 4. Record management and retention.
  - 5. Housing First Fidelity
    - a. Description of the implementation and ongoing processes used to verify the Program is operated in a manner consistent with Housing First principles.

## **M. PROGRAM STANDARDS AND PERFORMANCE MONITORING**

### **a. Compliance, Performance Monitoring, and Improvement Activities**

- i. Contractor must actively participate in compliance and performance monitoring and improvement activities required by the City.
- ii. Contractor will attend and contribute to compliance meetings or training (sharing Contractor's expertise and learning from others), and partner with the City in a collaborative improvement process by identifying and implementing improvements.
- iii. City staff involved in monitoring or administrating the Agreement, and providing guidance or technical support to the Contractor, may visit the E Street Encampment from time to time. Generally, these visits will be prescheduled but that may not always be possible.
- iv. Program policies and procedures must be organized as set forth in Section L, above.
- v. The Contractor shall adhere to the Homelessness Strategies and Solutions Departments' policies and procedures defined in the Performance Monitoring and Finance Unit's FY23, or newest, Contracting Procedures Manual. Manual is found at <https://www.sandiego.gov/files/hssdmanualv2023maypdf>

### **b. Fiscal Compliance**

- i. Request for Reimbursement (RFRs) shall be submitted to City by the 15<sup>th</sup> day of the month following the month during which services were provided, or the first business day thereafter, using a template provided by City. Contractor shall provide supporting documentation including but not limited to:
  - 1. Invoices and/or receipts;

2. Check registers;
  3. Payroll registries; and
  4. Detailed general ledger reports
- ii. If Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Agreement, the same will be deemed to be a gratuitous effort on the part of the Contractor.

**c. Program Records**

**i. Record Keeping**

1. Contractor will maintain all personal participant information confidential and will maintain any personal participant files in a locked file cabinet or in password protected computer files.
2. Contractor will maintain Program inventory of all equipment and furniture purchased through this Agreement's funding. The Contractor shall keep record in a template provided by the City.

**ii. Homelessness Management Information System (HMIS)**

HMIS is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each Continuum of Care is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards. The San Diego regional HMIS software is called Clarity.

Contractor will enter and maintain data in the RTFH-approved HMIS. Contractor will comply with the HMIS Policies and Procedures in effect during the Agreement Term, including those for data collection, data entry, data quality, standards for missing data, incomplete data, and timeliness of data entry.

The City will be listed as a Program Administrator once the Program has been enrolled in HMIS and registered with the RTFH. If necessary, the Contractor shall provide written authorization to RTFH for the City to be listed as Program Administrator.

Any health information provided to, or maintained within HMIS shall not be subject to public inspection or disclosure under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code). For purposes of this paragraph, "health information" means "protected health information," as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical information," as defined in subdivision (j) of Section 56.05 of the Civil Code. City may, as required by grant funders or otherwise, amend or modify required data elements, disclosure formats, or disclosure frequency.

**d. Mandatory Attendance**

- i. Throughout the Agreement Term, the City will host periodic roundtable meetings where the City can share information, discuss best practices, and provide technical assistance to providers.
- ii. Contractor will attend the roundtable meetings, including at a minimum, attendance at the Fiscal Year Kickoff Workshop and at least one technical assistance roundtable.

**N. STAFFING AND TRAINING**

- a. Contractor will participate in any relevant training provided by the City or RTFH, as directed by the City. Contractor will participate in any future assessments that may be conducted by a third-party consultant retained by the City to ensure Program design best meets the needs of the population being served and aligns with national best practices and regional standards as determined by the City and RTFH.
- b. Contractor will provide documentation of training for Program staff on all mandatory subjects identified by the City, including trauma-informed care, motivational interviewing, harm reduction, and diversity and cultural competency, regardless of length of service

**O. PROGRAM OUTCOMES**

- a. All Program progress must be documented to the City through recurring reports (i.e. monthly, quarterly, and term-end) in a form, format, and submission timeline determined by the City. Delays in responding to inquiries from the City regarding recurring reports may result in an action of noncompliance.
- b. If stated benchmarks as defined below are not met, Contractor may be required to submit a performance improvement plan in a form and format determined by the City.
- c. For the Agreement Term, Contractor must use good faith efforts to accomplish the following primary Program outcomes and targets:

<b>PERFORMANCE, OUTPUTS &amp; OUTCOMES</b>	<b>MEASURES</b>	<b>TARGET</b>
<i>The City reserves the right to amend the Agreement to modify or add new performance metrics based on any revised guidance from RTFH or subject matter experts hired by the City to provide technical assistance.</i>		
People Served	Number of Individuals/households served (unique and aggregated)	50 Individuals
	Demographics of Individuals assisted	Reporting Only

PERFORMANCE, OUTPUTS & OUTCOMES	MEASURES	TARGET
Exits	Percentage of Engaged Clients Exited to Permanent Housing Matched through CES	Reporting Only
	Total Exits Per Month and YTD	
	Exits to Permanent Housing	
	Exits to Emergency Shelters Per Month and YTD	
	Exit to Longer-Term Housing per month and YTD	
	Length of time to exit by type per month and YTD	
Conversion	Percentage of Enrollments that are Converted into Engagements	Reporting Only
	Length of Time to Convert Client Enrollments into Engagements	
System Coordination	Number of Resource Referrals Provided by Type	Reporting Only
	Clients Assisted in Obtaining Valid Identification and/or Social Security Card	
Response	Number of Requests Received by Source and Response Time	Reporting Only
	Geographic Distribution Detail by Council District	

**P. MEDIA & COMMUNICATION**

- a. Contractor will coordinate with and seek the prior written consent and permission of the City’s Communications and Government Relations Department before distributing any printed or electronic materials specific to the Program or of the

Program experience of participants funded through this Agreement, including but not limited to Media Advisories, News Releases, Newsletters, and Reports. The City’s permission will not be unreasonably withheld, conditioned or delayed and should the City fail to respond to a request for permission within seven days of the date of receipt of such materials, the City’s approval will be deemed to have been given.

- b. Contractor further agrees, recognizing the urgency with which media frequently makes requests for information, Contractor will exhibit a good faith effort to immediately consult with the City prior to responding to such inquiries.

**Q. CLOSE-OUT**

- a. Contractor will be responsible for completing and submitting a close-out packet to include information including total number of participants housed, Program accomplishments, participant demographics, and financial summary of award for each applicable funding source.
- b. Contractor’s obligation to the City will not end until all close-out requirements are completed. Activities during this close-out period will include, but are not limited to:
  - i. Making final payments;
  - ii. Disposing of Program assets (including the return of all unused material); and
  - iii. Determining the custodianship of records.

**R. BUDGET & COMPENSATION**

A detailed budget as agreed to by the parties is incorporated herein by this reference. Any necessary adjustments to specific line-item amounts included in the detailed budget will be memorialized through an administrative review and approval process by HSSD and acknowledged by the Contractor. At no time will approvals of line-item changes result in an increase to the overall budget as set forth in the Agreement.

<b>Street Based Case Management (9 months from Date of Execution)</b>	
<b>Spending Category</b>	<b>ERG Budget</b>
Personnel Expense (PE)	\$399,751.00
Non-Personnel Expense (NPE)	\$271,531.00
Overhead	\$67,128.00
<b>TOTAL</b>	<b>\$738,410.00</b>

<b>Total Project Budget</b>			
<b>Spending Category</b>	<b>The Alliance</b>	<b>ERG Budget</b>	<b>Total Budget</b>
Personnel Expense (PE)	\$347,275.00	\$399,751.00	\$747,026.00
Non-Personnel Expense (NPE)	\$195,375.00	\$271,531.00	\$466,906.00
Overhead	\$54,265.00	\$67,128.00	\$121,393.00
<b>TOTAL</b>	<b>\$596,914.00</b>	<b>\$738,410.00</b>	<b>\$1,335,324.00</b>

Contractor shall submit Requests for Reimbursements and invoices in compliance with the approved detailed budget.













# First Amendment\_NAMI\_Street-Based Outreach Svcs.

Final Audit Report

2023-05-31


Created:	2023-05-24
By:	Vanessa Delgado (CDelgado@sandiego.gov)
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 Signer hferbert@sandiego.gov entered name at signing as Heather Ferbert

2023-05-31 - 11:24:14 PM GMT- IP address: 156.29.5.190

 Document e-signed by Heather Ferbert (hferbert@sandiego.gov)

Signature Date: 2023-05-31 - 11:24:16 PM GMT - Time Source: server- IP address: 156.29.5.190

 Agreement completed.

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