City and County of San Francisco	**Human Services Agency**
	Department of Human Services
	Department of Disability and Aging Services
London Breed, Mayor	Office of Early Care and Education
	Trent Rhorer, Executive Director

MEMORANDUM

TO: DISABILITY AND AGING SERVICES COMMISSION

THROUGH: SHIREEN MCSPADDEN, EXECUTIVE DIRECTOR

FROM: CINDY KAUFFMAN, DEPUTY DIRECTOR
ESPERANZA ZAPIEN, ACTING DIRECTOR OF CONTRACTS

DATE: NOVEMBER 4, 2020

SUBJECT: GRANT MODIFICATION: **SHANTI PROJECT (NON-PROFIT)** FOR THE PROVISION OF A CARE NAVIGATION AND PEER SUPPORT PROGRAM

	Current	Modification	Revised	Contingency	Total
GRANT TERM:	1/1/20-6/30/23	7/1/20-6/30/23	1/1/20-6/30/23		
GRANT AMOUNT:	$1,030,637	$1,002,000	$2,032,637	$203,264	$2,235,901

ANNUAL AMOUNT:	FY 19-20	FY 20-21	FY21-22	FY22-23
	$430,637	$542,000	$530,000	$530,000

FUNDING SOURCE	County	State	Federal	Contingency	Total
MODIFICATION FUNDING:	$1,002,000			$100,200	$1,102,200
PERCENTAGE:	100%				100%

The Department of Disability and Aging Services (DAS) requests authorization to modify the grant agreement with Shanti Project for the provision of Care Navigation and Peer Support for the period of July 1, 2020 to June 30, 2023, in the amount of $1,002,000 plus a 10% contingency for a total amount not to exceed $2,235,901. The purpose of this grant is to provide a care navigation and peer support program.

Background
A care navigation and peer support program can help facilitate and improve service connection, lessen the burden of service navigation, and play a crucial role in helping individuals get the right support at the right time. It can also provide consumer centered support that helps enhance

health, well-being and the ability of older adults and adults with disabilities to live safely in their communities.

Services to be Provided

Shanti Project's Care Navigation and Peer Support program is designed to reach into the community and engage clients reluctant to seek DAS services with a goal to maximize their health, well-being, safety, and independence. The care navigation component utilizes paid staff to assess client need and help with navigation of barriers to accessing needed services. In the complementary peer support component, trained volunteers are matched to clients and provide emotional and practical support from social visits to accompanying clients to appointments.

In response to the COVID-19 pandemic, Shanti Project has coordinated with DAS' 2 Gough Resource Hub to launch the Coronavirus Emergency Response Volunteer (CERV) Program. The CERV program allows DAS social workers to coordinate with Shanti to match clients in need with a care navigator and a recruited and trained volunteer. Volunteers are supported by Shanti to assist clients with grocery shopping, medication delivery, mail pickup and other needs. Since the CERV program launch at the end of March 2020, over 370 clients have been linked through the DAS Resource Hub and a Shanti CERV care navigator.

This budget modification will provide funding for continuation of Shanti Project's CERV Program through Fiscal Year 22-23. It will also provide funding in Fiscal Year 20-21 for the Mon Ami volunteer management system. The Mon Ami app connects volunteers with seniors and those with disabilities. The app service ordinarily coordinates in-person visits, but that service is now suspended during the pandemic and is instead being used for calling isolated seniors to check-in on them and to coordinate volunteers to run errands for groceries, prescriptions, and other essentials. Mon Ami assists Shanti's CERV program's search and coordination for volunteers.

Selection

Grantee was selected through Request for Proposals (RFP) #851, which was competitively bid in September of 2019.

Performance

Fiscal Monitoring: Shanti Project received a waiver for the FY19-20 Citywide Fiscal and Compliance Monitoring due to good performance for two consecutive years.

Program Monitoring: Shanti Project's program monitoring for FY19-20 was completed on August 27, 2020 and they were found to be in compliance with performance and monitoring requirements for their DAS grants.

Funding

Modification funding is provided through local funds.

ATTACHMENTS

Appendix A – Services to be Provided
Appendix B – Program Budget

APPENDIX A - SERVICES TO BE PROVIDED BY GRANTEE

SHANTI PROJECT

DIGNITY FUND

Care Navigation and Peer Support

January 1, 2020 – June 30, 2023

I.   Purpose of Grant

The purpose of this grant is to provide a care navigation and peer support program for older adults and adults with disabilities with a particular focus on serving individuals with one or more of the equity factors identified in the Dignity Fund Community Needs Assessment (DFCNA). The equity factors identified in the DFCNA include social isolation, low income, limited or no English speaking proficiency, communities of color, and sexual orientation and gender identity.

II.   Definitions

Adult with a Disability	A person 18 to 59 years of age living with a disability.
CA GetCare	A web-based application that provides specific functionalities for contracted agencies to use to perform consumer intake/assessment/enrollment, record service objectives, run reports, etc.
CARBON	Contracts Administration, Reporting and Billing Online System.
Care Navigation	The facilitation of service connections and access for older adults and adults with disabilities to available resources in the City to help maintain health, well-being and promote stability in the community.
Care Navigator	An individual trained to facilitate service connections and access for older adults and adults with disabilities to available resources in the City. Care navigators are knowledgeable about available resources in the City for eligible consumers and skilled at navigating the system of services. Care navigators are not required to have specific licensure or graduate-level training. Their qualifications include expertise in coordinating supportive service care, conducting advocacy, and/or providing psychosocial support for the target population.
City	City and County of San Francisco, a municipal corporation.
Controller	Controllers of the City and County of San Francisco or designated agent.
DAS	Department of Disability and Aging Services of the San Francisco Human Services Agency.

Dignity Fund	The City and County of San Francisco, City Charter, Sections 16.128-1 through 16.128-12. DAS will expend monies in the Fund solely to help seniors and adults with disabilities secure and utilize the services and support necessary to age with dignity in their own homes and communities.
Dignity Fund Community Needs Assessment (DFCNA)	A community needs assessment report required every four years by the City Charter Amendment for the Fund. The findings from each DFCNA inform an allocation plan for the expenditure of the Fund. The first DFCNA was completed in fiscal year 2017-2018.
Disability	Mental, cognitive and/or physical impairments, including hearing and visual impairments, that result in substantial functional limitations in one (1) or more of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, and self-direction, capacity for independent living, economic self-sufficiency, cognitive functioning, and emotional adjustment.
Frail	An individual that is determined to be functionally impaired because the individual either: (a) Is unable to perform at least two activities of daily living, including bathing, toileting, dressing, feeding, breathing, transferring and mobility and associated tasks, without substantial human assistance, including verbal reminding, physical cueing or supervision. (b) Due to a cognitive or other mental impairment, requires substantial supervision because the individual behaves in a manner that poses a serious health or safety hazard to the individual or others.
Fund	Dignity Fund
Grantee	Shanti Project
LGBTQ+	An acronym/term used to refer to persons who self-identify as non-heterosexual and/or whose gender identity does not correspond to their birth sex. This includes but is not limited to lesbian, gay, bisexual, transgender, genderqueer, and gender non-binary.
Low Income	Having income at or below 300% of the federal poverty line defined by the federal Bureau of the Census and published annually by the U.S. Department of Health and Human Services. This is only to be used by consumers to self-identify their income status, not to be used as a means test to qualify for the program.
Minority	An ethnic person of color who is any of the following: a) Black – a person having origins in any of the Black racial groups of Africa, b) Hispanic – a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish or Portuguese culture or origin regardless of race, c) Asian/Pacific Islander – a person whose origins are from

	India, Pakistan or Bangladesh, Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Samoa, Guam, or the United States Territories of the Pacific including the Northern Marianas, d) American Indian/Alaskan Native – an American Indian, Eskimo, Aleut, or Native Hawaiian. Source: California Code of Regulation Sec. 7130.
OAC	Oversight and Advisory Committee
OCM	Office of Contract Management, Human Services Agency
Older Adult	Person who is 60 years of age or older; used interchangeably with "senior."
Peer Support	The provision of emotional and practical support to eligible consumers by paid staff, student-interns, and peer support volunteers. Peer support may include but is not limited to social visits, accompaniment to appointments or events, and outreach.
Peer Support Volunteer	A person trained by the grantee and who volunteers his/her time to conduct outreach and provide emotional and practical support to individuals within the target population. A peer support volunteer can share knowledge, teach skills, provide practical assistance, and connect consumers with resources, opportunities, and communities of support.
Senior	Person who is 60 years of age or older; used interchangeably with "older adult."
SF-HSA	Human Services Agency of the City and County of San Francisco
SOGI	Sexual Orientation and Gender Identity; Ordinance No. 15916 amended the San Francisco Administrative Code to require City departments and contractors that provide health care and social services to seek to collect and analyze data concerning the sexual orientation and gender identity of the clients they serve (Chapter 104, Sections 104.1 through 104.9.)
Unduplicated Consumer (UDC)	An older adult or adult with a disability participating in the Care Navigation and Peer Support program and reflected in CA GetCare through program enrollment.

III. Target Population

This grant will serve older adults and adults with disabilities living in the City and County of San Francisco and who have one or more of the equity factors identified in the DFCNA. The equity factors identified in the DFCNA are the following:

- Social Isolation
- Low Income
- Limited or No English Speaking Proficiency
- Minorities (also referred to as communities of color in DFCNA)
- Sexual Orientation and Gender Identity

IV. Eligibility for Program Enrollment

1. A resident of San Francisco, and
2. A person who is an older adult or an adult with a disability

V. Description of Services

Care Navigation

1. Grantee will develop and implement a program that utilizes care navigation and peer support to help facilitate service connections and access for older adults and adults with disabilities, lessen the burden of service navigation, and promote engagement with available resources. The program will focus on providing service connections for eligible consumers with one or more of the equity factors identified in the DFCNA who may be reluctant to seek DAS services, find accessing services too complex, or maybe unaware of their existence.

   o Care navigation services include but are not limited to the following: comprehensive consumer intake, follow up, on-going assessment, information and referral, care coordination, facilitation of drop-in services, coordination of peer support, assistance with support group access, psychosocial support including practical assistance and emotional support.
   o Care navigators are trained to facilitate connections and access available resources in the City. Care navigators will serve as a point of contact for eligible consumers. Care navigators are not required to have specific licensure or graduate-level training. Care navigator qualifications include expertise in coordinating supportive service care, conducting advocacy, and/or providing psychosocial support for the target population. Care navigators shall be experienced and competent in working with the identified target population including relevant cultural and linguistic proficiency.
   o Care navigators may help with the development and utilization of volunteers who provide peer support for consumers participating in the program. This may include but is not limited to matching peer support volunteers with clients and assisting with the facilitation of peer support volunteer trainings.
   o Care navigators may conduct outreach to the target populations and recruit volunteers for the peer support program.

2. Grantee will conduct outreach to the target populations and create alternative pathways to reach older adults and adults with disabilities who may be reluctant to seek DAS services, find accessing services too complex, or may be unaware of their existence.

3. Grantee will provide peer support services to older adults and adults with disabilities with volunteers. The role of a peer support volunteer may include but is not limited to offering emotional support, sharing knowledge, teaching skills, providing practical

assistance, and connecting individuals with resources, opportunities, communities of support, and other people.

5. Grantee will conduct outreach to recruit peer support volunteers. The grantee will screen and assess potential volunteers to evaluate their capacity to provide consistent and prolonged volunteer support. A volunteer should be able to provide a minimum of two hours of peer support per week for a minimum of six months. An assessment of a peer support volunteer should include an evaluation of their physical and mental health status, their capacity to provide emotional, social, and practical support to the target population. The grantee will also conduct background checks for all peer volunteers.

6. Grantee will develop a training program for a peer support volunteer. Grantee will ensure that the training will be comprehensive (a minimum of 20 hours) and includes but not limited to cultural competency, active listening, counselor-consumer boundaries, mandated reporting, suicide ideation, clinical issues, psychosocial issues, mental and/or cognitive and/or physical impairments. Training must be provided before a volunteer begins providing peer support.

7. Grantee will have readily available resources that volunteers can access as needed to help and support them in their role as a peer support volunteer.

8. Grantee will ensure that the matching process of a peer support volunteer with an older adult or adult with a disability is intentional and based on the consumer's practical needs as well as relevant preferences such as commonality, shared identities, and/or demographic preferences to promote successful pairings.

9. Grantee will have each volunteer sign a peer support volunteer agreement that provides guidelines and expectations regarding their work as a volunteer including but not limited to, length of commitment, number of volunteer hours provided weekly, confidentiality, and appropriate and acceptable activities to engage in with a consumer.

10. Grantee will ensure that units of service provided through this grant agreement are tracked and distinguishable, including the number of care navigation hours, peer support volunteers, and peer support volunteer hours.

11. Grantee will maintain a subcontract agreement with Curry Senior Center to provide peer support and care navigation services with particular focus on reaching older adults and/or adults with disabilities with the following equity factors identified in the DFCNA: social isolation, limited or no English speaking proficiency, and minorities (also referred to as communities of color in DFCNA)

12. Grantee will ensure that the peer support and care navigation services sub-contracted to Curry Senior Center are consistent with the description of services outlined in the Appendix A and compliant with local/city, state, and federal regulatory agencies, including DAS policy memoranda manual.

13. Grantee will notify DAS of modifications to the subcontract agreement with Curry Senior Center that result in the reallocation of funding identified in Appendix B and/or service provision. Modifications to the subcontract agreement with Curry Senior Center are subject to DAS approval.

Coronavirus Emergency Response Volunteer (CERV) Program

In response to the COVID-19 pandemic, Shanti Project has coordinated with DAS and the DAS Benefits and Resource Hub to launch the Coronavirus Emergency Response Volunteer (CERV) Program. The program allows DAS social workers to coordinate with Shanti matching of clients in need with a care navigator and a recruited and trained volunteer supported by Shanti to assist clients with grocery shopping, medication delivery, mail pickup and other needs.

VI.   Location and Time of Services

Details of the sites and operation hours are as attached in the site chart (Appendix F.)

VII.   Service Objectives

On an annual basis, Grantee will meet the following Service Objectives for the Care Navigation and Peer Support Program detailed in Table A below:

Service Objective Summary Table	*FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023
Number of Unduplicated Consumers	11	75	133	133
Number of Care Navigation Hours	690	4130	6325	6325
Number of Peer Support Volunteers	-	20	30	30
Number of Peer Support Hours	-	2200	3300	3300
Number of Unduplicated CERV Consumers	700	375	0	0
Number of Unduplicated CERV Volunteers	450	250	0	0
*Year One, FY 2019-2020, is 6 months only				

VIII.   Outcome Objectives

On an annual basis, the grantee will measure and meet the following outcome objectives:

1. At least 75% of the surveyed consumers will report that participation in the care-navigation and peer support program helped them navigate the service system more efficiently and effectively.*

2. At least 60% of the surveyed consumers who accessed services through a care navigator will report that the care navigator helped them to overcome barriers to services.*

3. At least 75% of the consumers who accessed services through a peer support volunteer will report connecting to a new service or program that enhanced their well-being.*

4. At least 80% of peer support volunteers will report that their training was comprehensive and helpful to their program role.*

5. At least 75% of trained CERV volunteers will be matched with a Covid-19 related volunteer opportunity.

6. At least 90% of CERV clients will have their needs met through Shanti care navigation or a CERV volunteer.

Based on a survey created by the grantee with input from DAS and a sample size of at least 60% of the enrolled unduplicated consumer.

IX. Reporting and Other Requirements

1. Grantee will enroll eligible consumers into the program funded through this grant agreement by entering the consumer data obtained from consumers using the DAS provided or DAS approved intake form into the CA.GetCare database in accordance to DAS policy.

2. Grantee will enter into the Ca.GetCare Service Unit section all the units of service by the 5th working day of the month for the preceding month.

3. Grantee will enter monthly reports and metrics into the CARBON database system by the 15th of the following month that includes the following information: ☐ Number of unduplicated consumers served during the month. ☐ Number of units of service provided during the month.

4. Grantee will provide an annual report summarizing the contract activities, referencing the tasks as described in Section VII and VIII, Service Objectives and Outcome Objectives, respectively. This report will also include accomplishments and challenges encountered by the Grantee. Grantee will enter the annual metrics in the CARBON database by the 15th of the month following the end of the program year.

5. Grantee shall issue a fiscal closeout report at the end of the fiscal year. The Grantee will submit the report to SF-HSA through CARBON system no later than July 31 each grant year.

6. Grantee will provide an annual satisfaction survey report to DAS by March 15 each grant year or a mutually agreed upon date between DAS and the Grantee.

7. Grantee shall develop and deliver an annual summary report of SOGI data collected in each grant year as requested by SF-HSA. The due date for submitting the bi-annual summary report is no later than July 10 and January 10 each grant year.

8. Grantee program staff will complete the California Department of Aging (CDA) Security Awareness Training on an annual basis; Grantee will maintain evidence of staff completion of this training.

9. Grantee will be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy and security rules. For specific compliance requirements, please refer to Appendices within the Grant Agreement.

10. Grantee will develop and maintain with OCP's approval, an updated site chart (Appendix F) using an approved OCP with details about the program.

11. Grantee shall develop and deliver ad hoc reports as requested by SF-HSA and/or DAS.

For assistance with reporting requirements or submission of reports, contact:

Rocio Duenas, Senior Contract Manager
Office of Contract Management, HSA
rocio.duenas@sfgov.org
Or
Richard Appleby, Program Analyst
Office of Community Partnerships, DAS
rick.appleby@sfgov.org

X.   Monitoring Activities

1. Program Monitoring: Program monitoring will include review of compliance to specific program standards or requirements; client eligibility and targeted mandates, back up documentation for the units of service and all reporting, and progress of service and outcome objectives; how participant records are collected and maintained; reporting performance including monthly service unit reports on CA.GetCare, maintenance of service unit logs; agency and organization standards, which include current organizational chart, evidence of provision of training to staff regarding the Elder Abuse Reporting; program operation, which includes a review of a written policies and procedures manual of all OOA funded programs, written project income policies if applicable, grievance procedure posted in the center/office, and also given to the consumers who are homebound, hours of operation are current according to the site chart; board of director list; and whether services are provided appropriately according to Sections III-VII.

2. Fiscal Compliance and Contract Monitoring: Fiscal monitoring will include review of the Grantee's organizational budget, the general ledger, quarterly balance sheet, cost allocation procedures and plan, State and Federal tax forms, audited financial statement, fiscal policy manual, supporting documentation for selected invoices, cash receipts and disbursement journals. The compliance monitoring will include review of Personnel Manual, Emergency Operations Plan, Compliance with the Americans with Disabilities Act, subcontracts, and MOUs, and the current board roster and selected board minutes for compliance with the Sunshine Ordinance.

	Appendix B, Page 1
	Document Date: 9/28/20

HUMAN SERVICES AGENCY BUDGET SUMMARY
BY PROGRAM

Name		Term
Shanti Project		**1/1/20-6/30/23**

(Check One)   New ____   Renewal ____   Modification __x__

If modification, Effective Date of Mod. ____ No. of Mod. ____

Program: Care Navigation and Peer Support

Budget Reference Page No.(s)

Program Term	1/1/20-6/30/20	7/1/20-6/30/21	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Revised	7/1/22-6/30/23	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Revised	Total 1/1/20-6/30/23
Expenditures											
Salaries & Benefits	$257,672	$91,888	$208,174	$300,062	$91,888	$208,174	$300,062	$91,888	$208,174	$300,062	$1,157,858
Operating Expenses	$111,273	$12,371	$78,783	$91,154	$12,371	$78,783	$91,154	$12,371	$78,783	$91,154	$384,735
Subtotal	$368,945	$104,259	$286,957	$391,216	$104,259	$286,957	$391,216	$104,259	$286,957	$391,216	$1,542,593
Indirect Percentage (%)	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Indirect Cost (Line 16 X Line 15)	$55,342	$15,639	$43,043	$58,682	$15,639	$43,043	$58,682	$15,639	$43,043	$58,682	$231,388
Capital/Subcontractor Expenditures	$6,350	$80,102	$12,000	$92,102	$80,102	$0	$80,102	$80,102	$0	$80,102	$258,656
Total Expenditures	**$430,637**	$200,000	$342,000	**$542,000**	$200,000	$330,000	**$530,000**	$200,000	$330,000	**$530,000**	**$2,032,637**
HSA Revenues											
General Fund	$430,637	$200,000	$342,000	$542,000	$200,000	$330,000	$530,000	$200,000	$330,000	$530,000	$2,032,637
TOTAL HSA REVENUES	$430,637	$200,000	$342,000	$542,000	$200,000	$330,000	$530,000	$200,000	$330,000	$530,000	$2,032,637
Other Revenues											
Total Revenues	$430,637	$200,000	$342,000	$542,000	$200,000	$330,000	$530,000	$200,000	$330,000	$530,000	$2,032,637
Full Time Equivalent (FTE)											

Prepared by: Melissa Bryan	Telephone No.: 510-710-3813	9/28/2020
HSA-CO Review Signature:	_____	
HSA #1		**9/28/2020**

Program: Care Navigation and Peer Support — Appendix B, Page 2

Document Date: 9/28/20

Salaries & Benefits Detail

POSITION TITLE	Annual Full Time Salary for FTE	Total FTE	% FTE funded by HSA (Max 100%)	Adjusted FTE (3%)	1/1/20-6/30/20 DAS Budgeted Salary	7/1/20-6/30/21 DAS Budgeted Salary	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22 DAS Budgeted Salary	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Revised	7/1/22-6/30/23 DAS Budgeted Salary	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Revised	Total 1/1/20-6/30/23 DAAS Budgeted Salary
	Agency Totals		HSA Program												
LAASN Care Navigator	$52,455	1.00	73.8%	0.738	$41,985	$37,600	$1,088	$38,688	$37,600	$1,088	$38,688	$37,600	$1,088	$38,688	$158,049
LAASN Program Manager	$65,000	1.00	30.0%	0.300	$10,455	$20,909	($1,409)	$19,500	$20,909	($1,409)	$19,500	$20,909	($1,409)	$19,500	$68,955
LAASN Program Director	$83,000	1.00	9.0%	0.090	$3,750	$7,500	$0	$7,500	$7,500	$0	$7,500	$7,500	$0	$7,500	$26,250
Volunteer Services Coordinator	$52,163	1.00	12.9%	0.129	$2,395	$4,790	$1,946	$6,736	$4,790	$1,946	$6,736	$4,790	$1,946	$6,736	$22,603
Volunteer Services Manager	$65,000	1.00	9.2%	0.092	$2,888	$5,775	$225	$6,000	$5,775	$225	$6,000	$5,775	$225	$6,000	$20,888
Executive Director	$208,000	1.00	1.8%	0.018	$17,740		$3,813	$3,813		$3,813	$3,813		$3,813	$3,813	$29,179
Deputy Director	$140,000	1.00	14.8%	0.148	$29,375		$20,743	$20,743		$20,743	$20,743		$20,743	$20,743	$91,604
Program Director	$85,696	0.80	13.1%	0.105	$20,687		$8,970	$8,970		$8,970	$8,970		$8,970	$8,970	$47,597
Program Manager	$65,000	1.00	0.0%	-	$3,754										$3,754
Volunteer Services Director	$99,500	1.00	0.0%	-	$15,920										$15,920
Volunteer Services Manager	$65,000	1.00	30.4%	0.304	$6,838		$19,740	$19,740		$19,740	$19,740		$19,740	$19,740	$66,058
Volunteer Services Coordinator	$52,163	-	0.0%	-	$6,326										$6,326
Care Navigator	$51,235	2.00	62.7%	1.254	$35,894		$64,265	$64,265		$64,265	$64,265		$64,265	$64,265	$228,689
Care Coordinator	$55,000	1.00	89.4%	0.894	$13,665		$49,165	$49,165		$49,165	$49,165		$49,165	$49,165	$161,160
Communications Director	$110,000	-	0.0%	-	$3,850										$3,850
Office Generalist	$49,316	1.00	10.0%	0.100	$0		$4,932	$4,932		$4,932	$4,932		$4,932	$4,932	$14,796
TOTALS	$1,298,527	14.80	357.2%	4.17	$215,522	$76,574	$173,478	$250,052	$76,574	$173,478	$250,052	$76,574	$173,478	$250,052	$965,678
FRINGE BENEFIT RATE	20%														
EMPLOYEE FRINGE BENEFITS	$259,705				$42,150	$15,314	$34,696	$50,010	$15,314	$34,696	$50,010	$15,314	$34,696	$50,010	$192,180
TOTAL SALARIES & BENEFITS	$1,558,232				$257,672	$91,888	$208,174	$300,062	$91,888	$208,174	$300,062	$91,888	$208,174	$300,062	$1,157,858
HSA #2															9/28/2020

Program: Care Navigation and Peer Support

Operating Expense Detail

Expenditure Category	TERM 1/1/20-6/30/20	7/1/20-6/30/21	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Revised	7/1/22-6/30/23	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Revised	Total 1/1/20-6/30/23
Rental of Property	$21,592	$2,503	$18,281	$20,784	$2,503	$18,281	$20,784	$2,503	$18,281	$20,784	$83,944
Utilities(Elec, Water, Gas, Phone, Garbage)	$1,584	$767	$1,273	$2,040	$767	$1,273	$2,040	$767	$1,273	$2,040	$7,704
Office Supplies, Postage	$6,631	$509	$3,061	$3,570	$509	$3,061	$3,570	$509	$3,061	$3,570	$17,341
Building Maintenance Supplies and Repair	$1,647	$483	$766	$1,249	$483	$766	$1,249	$483	$766	$1,249	$5,394
IT Support	$7,258	$1,067	$4,224	$5,291	$1,067	$4,224	$5,291	$1,067	$4,224	$5,291	$23,131
Insurance	$1,810	$452	$1,396	$1,848	$452	$1,396	$1,848	$452	$1,396	$1,848	$7,354
Staff Training	$0	$250	$1,170	$1,420	$250	$1,170	$1,420	$250	$1,170	$1,420	$4,260
Staff Travel-(Local & Out of Town)	$0										
Rental of Equipment	$0										
CONSULTANTS											
Outreach Consultant	$0	$4,000	$0	$4,000	$4,000	$0	$4,000	$4,000	$ -	$4,000	$12,000
	$0										
OTHER											
Client-Related Travel	$0	$1,080	($330)	$750	$1,080	($330)	$750	$1,080	($330)	$750	$2,250
Client Supplies	$52,031	$450	$42,442	$42,892	$450	$42,442	$42,892	$450	$42,442	$42,892	$180,707
Client Electronic Records System	$120	$310	$500	$810	$310	$500	$810	$310	$500	$810	$2,550
LGBTQ+ Senior/AWD Outreach	$500	$500	$0	$500	$500	$0	$500	$500	$0	$500	$2,000
Volunteer Background Checks	$15,900		$6,000	$6,000		$6,000	$6,000		$6,000	$6,000	$33,900
Volunteer Application Software	$2,200										$2,200
TOTAL OPERATING EXPENSE	**$111,273**	**$12,371**	**$78,783**	**$91,154**	**$12,371**	**$78,783**	**$91,154**	**$12,371**	**$78,783**	**$91,154**	**$384,735**

HSA #3

9/28/2020

Program Expenditure Detail

SUBCONTRACTORS	1/1/20-6/30/20	7/1/20-6/30/21	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22	7/1/22-6/30/23	Total 1/1/20-6/30/23
Curry Senior Center	$0	$80,102	$0	$80,102	$80,102	$80,102	$240,306
Mon Ami			$12,000	$12,000			$12,000
			$0				$0
TOTAL SUBCONTRACTOR COST	$0	$80,102	$12,000	$92,102	$80,102	$80,102	$252,306

EQUIPMENT	1/1/20-6/30/20	7/1/20-6/30/21	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22	7/1/22-6/30/23	Total 1/1/20-6/30/23
No. ITEM/DESCRIPTION							
Computer for new Care Navigator	$6,350						$6,350
							$0
							$0
TOTAL EQUIPMENT COST	$6,350	$0	$0	$0	$0	$0	$6,350

REMODELING	1/1/20-6/30/20	7/1/20-6/30/21	7/1/20-6/30/21 Modification	7/1/20-6/30/21 Revised	7/1/21-6/30/22	7/1/22-6/30/23	Total 1/1/20-6/30/23
Description:							
							$0
							$0
TOTAL REMODELING COST	$0	$0	$0	$0	$0	$0	$0

TOTAL CAPITAL/SUBCONTRACTOR EXPENDITURE	$6,350	$80,102	$12,000	$92,102	$80,102	$80,102	$258,656

HSA #4

9/28/2020