SAN FRANCISCO HUMAN SERVICES AGENCY

Department of Benefits and Family Support

Department of Disability and Aging Services

Office of Early Care and Education

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

London Breed
Mayor

Trent Rhorer
Executive Director

MEMORANDUM

TO:	DISABILITY AND AGING SERVICES COMMISSION
THROUGH:	KELLY DEARMAN, EXECUTIVE DIRECTOR
FROM:	CINDY KAUFFMAN, DEPUTY DIRECTOR ESPERANZA ZAPIEN, DIRECTOR OF CONTRACTS
DATE:	DECEMBER 1, 2021
SUBJECT:	GRANT MODIFICATION: **SHANTI PROJECT** (NON-PROFIT) FOR PROVISION OF CARE NAVIGATION AND PEER SUPPORT

GRANT TERM:

Current
1/1/20-6/30/23

GRANT AMOUNT:

Current	Modification	Revised	Contingency	Total
$2,149,637	$92,160	$2,241,797	$224,180	$2,465,977

ANNUAL MOD AMOUNT:

FY 21/22	FY 22/23
$46,080	$46,080

Funding Source MODIFICATION FUNDING:

	County	State	Federal	Contingency	Total
	$2,241,797			$224,180	$2,465,977
PERCENTAGE:	100%				100%

The Department of Disability and Aging Services (DAS) requests authorization to modify the existing grant with Shanti Project for the period of July 1, 2021 – June 30, 2023, in the additional amount of $92,160 plus a 10% contingency for a revised total amount not to exceed $2,465,977. This modification provides the funding needed for the Mon Ami scheduling app and cost of doing business adjustments.

Background
In November 2016, San Francisco voters passed local legislation to establish the Dignity Fund. The Dignity Fund is administered by DAS. The legislation for the Dignity Fund creates protected funding for social

services that support older adults, people with disabilities, and their families to safely live and engage in the community. The legislation institutes a planning and four-year funding process and the formation of an oversight body, the Oversight and Advisory Committee (OAC).

DAS and the OAC ensure responsible and equitable allocation of the Dignity Fund. DAS began the planning process in FY 2017-2018 that started with a Community Needs Assessment (DFCNA). Based on the findings from the DFCNA and subsequent follow up equity analysis conducted by SF-HSA, DAS developed the Dignity Fund Services and Allocation Plan (SAP). The SAP is the four-year funding plan that guides funding decisions over the 2020-2023 funding cycle.

The DFCNA process revealed that many consumers, and in particular those populations with one or more equity factors, find the system of social services in the City complex and that navigating the system is daunting and often a barrier to access. The process also revealed that many consumers and City residents as a whole were unaware of the array of services available through DAS. A key recommendation in the DFCNA to address these issues is to provide care navigation and peer support programming. As a result and in alignment with the current SAP, the FY 2019-2020 allocation plan calls for care navigation and peer support programming that targets equity factors identified in the DFCNA.

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
The grantee will continue to develop and implement a program for 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 with a particular focus on serving individuals with one or more of the equity factors identified in the DFCNA. The grantee will specifically focus on serving eligible consumers within the LGBTQ community as one of the equity factors identified in the DFCNA. Curry Senior Center, as the subcontractor, will concentrate on serving eligible consumers with one or more of the other equity factors identified in the

DFCNA - social isolation, low income, limited or no English speaking proficiency, and communities of color.

The program will have two distinct components – (1) care navigation and (2) peer support. The care navigation component will provide assistance to older adults and adults with disabilities to help guide them through and around barriers in the City's system of social services. Care navigation will include a consumer needs assessment conducted by a trained care navigator and working with enrolled consumers to develop an agreed upon navigation plan for services. Care navigators will assist with facilitation and access to services that are intended to help manage a wide variety of needs. Care navigation may include making appointments for medical care issues, organizing transportation, accompanying enrolled consumers to appointments and advocating for them as needed. The peer support component of the program will offer emotional and practical support to enrolled consumers by trained volunteers, student-interns, and staff. The two program components are complementary and aim to enhance the well-being and maximize the safety, health and independence of older adults and adults with disabilities in the community.

Modification
Under this modification, the grantee will continue to provide services indicated above. The additional funding will be used to support the Mon Ami app, which is used for scheduling of services by clients and tracking of services provided by volunteers and staff.

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

Funding
Funding for this grant is provided through the Dignity Fund.

ATTACHMENTS
Appendix A-2, Services to be Provided
Appendix B-4, Budget

APPENDIX A-2 - 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.

- 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.

- 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.

- 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.

- 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.

4. 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.

5. 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.

6. 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.

7.   Grantee will ensure that the matching process of a peer support volunteer with an older adult or adult with 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.

8.   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.

9.   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.

10.   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).

11.   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-1 and compliant with local/city, state, and federal regulatory agencies, including DAS policy memoranda manual.

12.   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-2 and/or service provision. Modifications to the subcontract agreement with Curry Senior Center are subject to DAS approval.

13.   Grantee will work with Mon Ami, an app which is used for scheduling of services by clients and tracking of services provided by volunteers and staff.

Coronavirus Emergency Response Volunteer (CERV) Program

In response to the COVID-19 pandemic, Shanti Project has coordinated with 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 E.)

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	95	138	150
Number of Care Navigation Hours	690	4650	5900	5900
Number of Peer Support Volunteers	-	25	30	35
Number of Peer Support Hours	-	2700	3500	3900
Number of Unduplicated CERV Consumers	700	350	0	0
Number of Unduplicated CERV Volunteers	450	200	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 a bi-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 G-1) 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:

Tara Alvarez, Senior Contract Manager
Office of Contract Management, HSA
P.O. Box 7988
San Francisco, CA 94120-7988
Email: Tara.Alvarez@sfgov.org

Melissa McGee, Program Manager
Office of Community Partnerships, DAS
1650 Mission Street, 5th Floor
San Francisco, CA 94103
Email: Melissa.McGee@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-1, Page 1
	Document Date: 11/10/21

HUMAN SERVICES AGENCY BUDGET SUMMARY
BY PROGRAM

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

(Check One)   New _____   Renewal _____   Modification (CODB)__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	7/1/21-6/30/22	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Total	7/1/22-6/30/23	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Total	Total 1/1/20-6/30/23
Expenditures									
Salaries & Benefits	$257,672	$327,990	$300,062	$13,036	$313,098	$300,062	$13,036	$313,098	$1,211,859
Operating Expenses	$111,273	$118,966	$91,154	$4,073	$95,227	$91,154	$4,073	$95,227	$420,693
Subtotal	$368,945	$446,956	$391,216	$17,109	$408,325	$391,216	$17,109	$408,325	$1,632,552
Indirect Percentage (%)	15%	15%	15%	15%	15%	15%	15%	15%	15%
Indirect Cost (Line 16 X Line 15)	$55,342	$67,044	$58,682	$2,568	$61,250	$58,682	$2,568	$61,250	$244,885
Subcontractor/Pass Thru Expenditures	$6,350	$145,000	$80,102	$26,403	$106,505	$80,102	$26,403	$106,505	$364,360
Total Expenditures	**$430,637**	**$659,000**	**$530,000**	**$46,080**	**$576,080**	**$530,000**	**$46,080**	**$576,080**	**$2,241,797**
HSA Revenues									
General Fund	$430,637	$390,086	$530,000			$530,000	$530,000		$530,000	$1,880,723
Federal Funds CFDA 93.048		$151,914							$151,914
CODB 20/21		$6,000		$6,000	$6,000		$6,000	$6,000	$18,000
CODB 21/22				$16,080	$16,080		$16,080	$16,080	$32,160
Rent Subsidy		$50,000							$50,000
Mon Ami		$12,000		$24,000	$24,000		$24,000	$24,000	$60,000
Carryforward		$49,000							$49,000
TOTAL HSA REVENUES	$430,637	$659,000	$530,000	$46,080	$576,080	$530,000	$46,080	$576,080	$2,241,797
Other Revenues									
Total Revenues	$430,637	$659,000	$530,000	$46,080	$576,080	$530,000	$46,080	$576,080	$2,241,797
Full Time Equivalent (FTE)									

Prepared by: Patricia Schnedar   Telephone No.: 510.915.0664   11/10/2021

HSA-CO Review Signature: _____

HSA #1   **10/25/2016**

	A	B	C	D	E	F	I	J	K	L	M	N	O	P
1	Program: Care Navigation and Peer Support													Appendix B-1, Page 2
2														Document Date: 11/10/21
3														
4														
5														
6						1/1/20-6/30/20	7/1/20-6/30/21	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 Total	Total 1/1/20-6/30/23
7		Agency Totals		HSA Program		DAAS	DAAS			DAAS			DAAS	DAAS
8	POSITION TITLE	Annual Full Time Salary for FTE	Total FTE	% FTE funded by HSA (Max 100%)	Adjusted FTE	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary	Budgeted Salary
9	Care Navigators	$52,455	1.00	95.43%	0.95	$41,985	$50,060	$38,688	$23,660	$62,348	$38,688	$23,660	$62,348	$216,742
10	LAASN Program Mgr, Johnson	$65,000	0.31	35.00%	0.11	$10,455	$7,040	$19,500	($13,007)	$6,493	$19,500	($13,007)	$6,493	$30,481
11	LAASN Program Director, Kipnis	$83,000	1.00	13.19%	0.13	$3,750	$10,950	$7,500	$0	$7,500	$7,500	$0	$7,500	$29,700
12	Volunteer Svcs Coord, Smyth	$52,163	1.00	10.74%	0.11	$2,395	$5,600	$6,736	$0	$6,736	$6,736	$0	$6,736	$21,467
13	Volunteer Services Mgr, Williams	$65,000	1.00	10.20%	0.10	$2,888	$6,630	$6,000	($2,228)	$3,772	$6,000	($2,228)	$3,772	$17,061
14	Executive Director, Roy	$208,000	1.00	2.01%	0.02	$17,740	$4,180	$3,813	$359	$4,172	$3,813	$359	$4,172	$30,265
15	Deputy Director, Bryan	$140,000	1.00	24.70%	0.25	$29,375	$34,580	$20,743	$0	$20,743	$20,743	$0	$20,743	$105,441
16	Program Dir; Harkins, Molnar	$85,696	0.80	21.24%	0.17	$20,687	$11,650	$8,970	$3,805	$12,775	$8,970	$3,805	$12,775	$57,888
17	Program Manager					$3,754								$3,754
18	Volunteer Services Director					$15,920								$15,920
19	Volunteer Services Mgr, Williams	$65,000	1.00	39.28%	0.39	$6,838	$25,530	$19,740	($7,325)	$12,415	$19,740	($7,325)	$12,415	$57,199
20	Volunteer Services Coord, Smyth	$52,163	1.00	4.62%	0.05	$6,326	$2,410							$8,736
21	Care Navigators, CERV, Sosi	$51,236	4.00	7.67%	0.31	$35,894	$62,900	$64,265	($11,306)	$52,959	$64,265	($11,306)	$52,959	$204,713
22	Care Navigator/Volunteer, Parker	$55,000	1.00	85.20%	0.85	$13,665	$46,860	$49,165	$11,011	$60,176	$49,165	$11,011	$60,176	$180,877
23	Communications Director					$3,850								$3,850
24	Office Generalist, Rodriguez	$49,316	1.00	10.54%	0.11	$0	$5,200	$4,932	$5,111	$10,043	$4,932	$5,111	$10,043	$25,285
25														
26														
27	TOTALS	$1,024,028	15.11	23.46%	3.54	$215,522	$273,590	$250,052	$10,081	$260,133	$250,052	$10,081	$260,133	$1,009,379
28														
29	FRINGE BENEFIT RATE	20%												
30	EMPLOYEE FRINGE BENEFITS	$203,615				$42,150	$54,400	$50,010	$2,955	$52,965	$50,010	$2,955	$52,965	$202,480
31														
32														
33	TOTAL SALARIES & BENEFITS	$1,227,644				$257,672	$327,990	$300,062	$13,036	$313,098	$300,062	$13,036	$313,098	$1,211,859
34	HSA #2													10/25/2016

Expenditure Category	TERM	1/1/20-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Total	7/1/22-6/30/23	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Total	Total 1/1/20-6/30/23
Program: Care Navigation and Peer Support									Appendix B-1, Page 3	
									Document Date: 11/10/21	
					Operating Expense Detail					
Rental of Property		$21,592	$21,600	$20,784		$20,784	$20,784		$20,784	$84,760
Utilities(Elec, Water, Gas, Phone, Garbage)		$1,584	$2,450	$2,040	$3,852	$5,892	$2,040	$3,852	$5,892	$15,818
Office Supplies, Postage		$6,631	$9,780	$3,570		$3,570	$3,570		$3,570	$23,551
Building Maintenance Supplies and Repair		$1,647	$1,121	$1,249	$221	$1,470	$1,249	$221	$1,470	$5,708
Insurance		$1,810	$1,660	$1,848		$1,848	$1,848		$1,848	$7,166
Staff Training		$0	$4,200	$1,420		$1,420	$1,420		$1,420	$7,040
Staff Travel-(Local & Out of Town)										
Rental of Equipment										
CONSULTANTS										
Outreach Consultant				$4,000		$4,000	$4,000		$4,000	$8,000
OTHER										
Client-Related Travel				$750		$750	$750		$750	$1,500
Client Supplies		$52,031	$55,900	$42,892		$42,892	$42,892		$42,892	$193,715
Client Electronic Records System		$120	$1,270	$810		$810	$810		$810	$3,010
LGBTQ+ Senior/AWD Outreach		$500	$5,725	$500		$500	$500		$500	$7,225
Volunteer Background Checks		$15,900	$3,540	$6,000		$6,000	$6,000		$6,000	$31,440
Volunteer Appreciation			$4,300							$4,300
Volunteer Application Software		$2,200	$2,700							$4,900
IT Support		$7,258	$4,720	$5,291		$5,291	$5,291		$5,291	$22,560
TOTAL OPERATING EXPENSE		**$111,273**	**$118,966**	**$91,154**	**$4,073**	**$95,227**	**$91,154**	**$4,073**	**$95,227**	**$420,693**
HSA #3										**10/25/2016**

Program: Care Navigation and Peer Support

Document Date: 11/10/21

Program Expenditure Detail

SUBCONTRACTORS/PASS THRU	1/1/20-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22	7/1/21-6/30/22 Modification	7/1/21-6/30/22 Total	7/1/22-6/30/23	7/1/22-6/30/23 Modification	7/1/22-6/30/23 Total	Total 1/1/20-6/30/23
Curry Senior Center		$65,000	$80,102	$2,403	$82,505	$80,102	$2,403	$82,505	$230,010
Mon Ami		$30,000		$24,000	$24,000		$24,000	$24,000	$78,000
Rent Subsidy		$50,000							$50,000
TOTAL SUBCONTRACTOR COST		$145,000	$80,102	$26,403	$106,505	$80,102	$26,403	$106,505	$358,010

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

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

TOTAL CAPITAL/SUBCONTRACTOR EXPENDITURE	$6,350	$145,000	$80,102	$26,403	$106,505	$80,102	$26,403	$106,505	$364,360

HSA #4

10/25/2016