



Shireen McSpadden, Executive Director

London Breed, Mayor

To	Homelessness Oversight Commission
Through	Shireen McSpadden, Executive Director
From	Marion Sanders, Chief Deputy Director Gigi Whitley, Chief of Finance and Administration Edilyn Velasquez, Director, Contracts
Date	May 2, 2024
Subject	Grant Agreement Approval: Homeless Prenatal Program Pregnancy Assistance with Temporary Housing

<i>Agreement Information</i>	
FSP#	1000025293
Provider	Homeless Prenatal Program (HPP)
Program Name	Pregnancy Assistance with Temporary Housing (PATH)
Agreement Action	1 st Amendment
Agreement Term	July 1, 2022 – June 30, 2030

Agreement Amount

Current Budget ¹	Amended	New	Contingency ²	Total Not to Exceed (NTE)
\$1,395,805	\$4,447,220	\$5,843,021	\$889,444	\$6,732,465

Funding History

Fiscal Year (FY)	Budget	Actual Spent	Amended to Add	New Budget
2022-23	\$733,483	\$654,603	--	\$654,603
2023-24	\$741,202	--	--	\$741,202
2024-25	--	--	\$741,202	\$741,202
2025-26	--	--	\$741,202	\$741,202
2026-27	--	--	\$741,202	\$741,202
2027-28	--	--	\$741,202	\$741,202
2028-29	--	--	\$741,202	\$741,202
2029-30	--	--	\$741,202	\$741,202
TOTAL	\$1,474,685	\$654,603	\$4,447,212	\$5,843,021
			Contingency	\$889,444
			Total NTE³	\$6,732,465

¹ Current budget adjusted for actuals. Current Not-to-Exceed Amount is \$1,907,127.

² Contingency only applied to FY 23-24 - FY 29-30 budgeted amount

³ NTE is calculated using the Actual Spent for prior years.

Grant Agreement Approval: Homeless Prenatal Program (HPP) | Pregnancy Assistance with Temporary Housing (PATH)

<i>Funding Information</i>	
Funding Sources⁴	43.3% General Fund 32% Our City Our Home (Prop C) 24.7% HSA Work Order

The Department of Homelessness and Supportive Housing (HSH) Contracts team requests authorization to amend the existing grant with HPP for the provision of PATH for the period of July 1, 2022, to June 30, 2030, in an additional amount of \$4,447,220. The addition of funds includes funding for six additional performance years. The new not-to-exceed amount is \$6,732,465, which includes a 20 percent contingency of \$889,444².

Background

PATH offers emergency housing to unhoused pregnant clients with long-term hotel stays and 1:1 individualized support until permanent housing is secured.

Services to be Provided

The purpose of the grant is to provide temporary housing and support services to pregnant or recently postpartum individuals experiencing homelessness and their eligible minor children. Grantee shall provide 16 hotel rooms and serve at least 32 families annually with a budgeted staff of total 2.69 full time equivalent (FTE).

Selection

The Board of Supervisors originally adopted Ordinance No. 61-19 which was extended under Ordinance No. 38-24, authorizing HSH to enter into and amend contracts and grants without adhering to the Administrative Code provisions regarding requirements for construction work, procurement, and personal services related to the shelter crisis. The authorization is valid through May 5, 2029, or until the Point In Time (PIT) count is at 5,350.

Performance History

PATH underwent fiscal monitoring most recently in FY22-23 and there were no unresolved findings.

PATH program monitoring and a site visit most recently on June 15, 2023. The site visit included a review of program policies and procedures, staff development and training activities, outreach procedures and materials, staffing pattern and job descriptions and monthly and quarterly reports. The program passed successfully with no concerning findings.

⁴ The funding sources listed reflect current and future years.



**Appendix A, Services to be Provided
by
Homeless Prenatal Program
Pregnancy Assistance with Temporary Housing (PATH)**

I. Purpose of Grant

The purpose of the grant is to provide emergency family shelter and support services to the served population.

II. Served Population

Grantee shall serve single persons experiencing homelessness who are pregnant or have a newborn baby less than one month old. Participants may also have one other minor child under the age of seven in their custody. Priority for the placement into the program's hotel rooms will be given to persons in their third trimester with a high-risk pregnancy, in their final month of pregnancy, or with a baby under one month old. Participants may also include but are not limited to those who meet the California Department of Social Services (CDSS) definition of homelessness and are receiving CalWORKs benefits. Participants must be active CalWORKs recipients for placement in at least four of the 16 rooms.

III. Referral and Prioritization

All new participants will be referred by the Department of Homelessness and Supportive Housing (HSH) via Family Coordinated Entry (CE), which organizes the Homelessness Response System (HRS) with a common, population specific assessment, centralized data system, and prioritization method. The Family Access Points will refer families to PATH that meet the following eligibility criteria:

A. Unsheltered pregnant person; or

B. Pregnant person in shelter, with:

1. A high risk pregnancy, defined as having a medical condition, including but not limited to; gestational diabetes, chronic hypertension, placenta issues, chronic pain, chronic infections (abscesses, MRSA, etc.), at risk for preterm birth or have a history of preterm birth, is over the age of 35, has documented mental health or substance use conditions, is in early recovery (12 months or less) from substance use or on methadone or other medication to manage addictions (i.e. suboxone);
2. Only one adult within the family composition; and
3. May have one additional child under the age of seven.

Potential participants will be required to provide proof of pregnancy and documentation of applicable high-risk factors with anticipated pregnancy delivery due date.

IV. Description of Services

Grantee shall provide the following services during the term of this grant as outlined in the Units Served tab of the Appendix B, Budget:

A. Shelter Operations: Grantee shall operate the emergency family shelter to accommodate up to 12 families and four CalWORKs families per day, in compliance with the Standard of Care for all City funded shelters.¹

1. Length of Stay: Stays are 90 days with possibility to extend per HSH Emergency Family Shelter Extension Policy.
2. Intake Procedure: Grantee shall manage referrals in collaboration with the Family Access Points, including intake appointments.
3. Meals: Grantee does not provide meals or snacks. Grantee shall provide food cards to participants to purchase their own groceries.
4. Accommodations: Grantee shall provide each participant with bedding, as listed in the Standard of Care.
5. Mailing Address: Grantee shall allow use of the facility as a mailing address for active participants.
6. Storage: Grantee shall provide space for secure and pest-free storage of participant belongings, as appropriate for the facility, in accordance with Shelter Standards of Care.
7. Facility Maintenance: Grantee shall oversee placement in, supervision of, and payments to 16 leased hotel rooms, including:
 - a. Maintaining a Memorandum of Understanding (MOU) between Grantee and the designated hotel;
 - b. Coordinating with hotel management to ensure that the conditions set forth in the MOU are followed;
 - c. In conjunction with the property owner/manager, shall maintain a secure and healthful environment for delivery of all services including compliance with all building, fire and health codes;
 - d. Maintenance of the premises to ensure it is free of pests by contracting with professional pest control services to abate pest problems;
 - e. Floors to be maintained in a clean, safe condition;
 - f. Heating to comply with the city's heating requirements;
 - g. Prompt repair or remedy of any deficiencies noted by any City department within the time frame required by the department; and
 - h. Minor repairs should be completed within two weeks of problem being identified.

B. Stewardship of the Lease:

¹ City and County of San Francisco Administrative Code, Chapter 20 Social Services, Article XIII, Standard of Care for City Shelters; available at https://codelibrary.amlegal.com/codes/san_francisco/latest/sf_admin/0-0-0-11746

1. Grantee shall provide HSH with a copy of the lease agreement and any amendments. Grantee shall obtain HSH approval prior to entering into any agreement that will materially impact the HSH-funded portion of the budget.
 2. Grantee shall maintain all Lessee responsibilities and coordinate with the Landlord to meet owner's obligations, including maintenance and capital needs.
 3. Grantee shall promptly notify HSH of any default, failure to exercise an option to extend or other situation which could impact the term of the lease agreement.
- C. Shelter Support Services: Grantee shall provide the following support services to participants during the term of this grant:
1. Problem-Solving: Grantee shall engage in problem solving conversations with participants, including exploring housing options outside of the HRS such as relocation, advocating on behalf of participants with landlords, and/or conflict mediation.
 2. Orientation: Grantee shall provide shelter participants with an orientation.
 3. Intake and Assessment: Grantee shall conduct an intake with each adult household member and upload vital documents in the Online Navigation and Entry (ONE) System, including but limited to:
 - a. Identification for each adult member of the household;
 - b. Birth certificates or proof of legal relationship between each parent and child;
 - c. Social security numbers for all household members (including children). If one or more family members do not have a social security card, Grantee shall note this in the ONE System;
 - d. Review of Emergency Family Shelter Program Agreement and signed by each adult household member;
 - e. Review of Emergency Family Shelter Program Rules and Consequences and signed by each adult household member; and
 - f. Review of the Family Success Plan to create a customized plan that addresses Housing, Financial, Education, Employment and Family Stability within the first week the family resides in the shelter. The plan must be signed by each adult household member.
 4. Case Management: Grantee shall provide ongoing Case Management to each adult household to support the goals of the Family Success Plan. Grantee shall review the Family Success Plan at the first Case Management meeting, at the end of 90 days in shelter, and every 30 days thereafter during emergency family shelter stay.
 5. Case Coordination: Grantee shall collaborate with Family Access Points and other service providers, such as, but not limited to, Rapid Rehousing and Permanent

Supportive Housing (PSH) providers, to coordinate housing searching, placement, and maintenance.

6. Housing Search and Placement Support: Grantee shall assist participants with identifying strengths and needs in relation to searching for and obtaining housing. This may include, but is not limited to, reviewing credit reports and any eviction history, advocating on behalf of participants with landlords, notifying participants of housing opportunities and assistance with housing applications.
7. Behavioral Health: Grantee shall address any behavioral health and health needs in house or by referral.
8. Benefits Advocacy and Assistance: Grantee shall provide benefits advocacy to assist participants with obtaining and maintaining benefits, including, but not limited to, CalWORKs, General Assistance, CalFresh, Medi-Cal and/or in-home support.
9. Financial Planning Assistance: Grantee shall develop a plan with participants who reside in the shelter for more than 30 days to save 75 percent of their net earnings in a trust account. Grantee shall also work with participants on a budget and financial literacy, including opening a bank account if participants do not already have one.
10. Children's and Youth Services: Grantee shall employ background check cleared, experienced and qualified staff, to provide on-site age-appropriate activities and enrichment programming, which promote children's mental, social and physical development to children and youth under the age of 18.
11. Outreach: Grantee shall engage with participants to provide information about available support services and invite them to participate.
12. Support Groups, Social Events and Organized Activities: Grantee shall provide participants with opportunities to take part in organized gatherings to promote peer support, community and team building among participants and between participants and staff.
13. Shelter Community Meetings: Grantee shall conduct monthly community meetings for participants where they may discuss building/program concerns and program ideas.
14. Extensions: Grantee Directors may grant households a 30-day extension for up to a six-month maximum stay. If a participant is accepted into a Rapid Rehousing program or if the participant is slated to enter PSH, the stay may be extended through the duration of the housing search, or until the PSH unit is available, respectively.

15. Referrals and Coordination of Services: Grantee shall provide referrals to participants on an as needed basis for medical, behavioral health needs, public benefits, and community resources.
16. Emergency Response and Conflict Resolution: support services staff shall be equipped to respond to emergency situations and able to provide de-escalation and help resolve conflicts between participants. Grantee shall offer to meet with two more participants to assist with conflict resolution.
17. Wellness and Emergency Safety Checks: Grantee shall conduct Wellness and/or Emergency Safety Checks in accordance with HSH policy to assess a participant's safety when there is a reason to believe there is immediate and substantial risk due to a medical and/or psychiatric emergency.

V. Location and Time of Services

Grantee shall provide support services at the offices of the Homeless Prenatal Program, located at 2500 18th Street, San Francisco, CA 94110, and the Tropica Hotel, located at 663 Valencia Street, San Francisco, CA 94110. Grantee business hours are 9:00 am to 5:00 pm, Monday through Thursday, and 9:00 am to 4:00 pm on Fridays. Grantee shall provide services at additional times when necessary to best serve participants, using the staffing outlined in the Appendix B, Budget.

Grantee shall provide Emergency Shelter Services 24 hours a day, seven days a week.

Grantee shall post hours, methods of access and a calendar of events, meetings, and activities.

VI. Service Requirements

- A. Supervision: Grantee shall provide support services staff with supervision and case conferencing, as needed, to ensure appropriate case management, counseling and referral services are provided to participants.
- B. Facilities: Grantee shall maintain clean, safe, and functional facilities in full compliance with City Standards of Care.
- C. Case Conferences: Grantee shall participate in individual case conferences and team coordination meetings with HSH-approved programs, as needed, to coordinate and collaborate regarding participants' progress.
- D. Admission Policy: Grantee admission policies for services shall be in writing and available to the public. Except to the extent that the services are to be rendered to a specific population as described in the programs listed herein, such policies must include a provision that participants are accepted for care without discrimination on

the basis of race, color, creed, religion, sex, age, national origin, ancestry, sexual orientation, gender identification, disability, or HIV status.

- E. Feedback, Complaint and Follow-up Policies: Grantee shall provide means for the served population to provide input into the program, including the planning, design, and level of satisfaction with services. Feedback methods shall include:
1. A complaint process, including a written complaint policy informing the served population on how to report complaints and request repairs/services; and
 2. A written survey, which shall be offered to the served population to gather feedback, measure satisfaction, and assess the effectiveness of services and systems within the program. Grantee shall offer assistance to the served population with survey completion if the written format presents any problem.
- F. Good Neighbor Policy: Grantee shall maintain a good relationship with the neighborhood, including:
1. Grantee shall work with neighbors, HSH, San Francisco Police Department (SFPD), Department of Public Works (DPW), Department of Public Health (DPH), Department of Emergency Management (DEM)/Healthy Streets Operations Center (HSOC), and other relevant city agencies to ensure that neighborhood concerns about the facility, site, and perimeter are heard and addressed.
 2. Grantee shall work with neighbors, HSH, SFPD, Department of Public Works (DPW), Department of Public Health (DPH), and other relevant city agencies to ensure that neighborhood concerns about the facility are heard and addressed.
 3. Grantee shall assign a director, manager, or representative to participate in and attend appropriate neighborhood and community meetings.
 4. Grantee shall provide a phone number to all interested neighbors that will be answered 24 hours a day by a representative, who will direct complaints and issues to a manager or other responsible person who has the authority to respond to complaints and issues at the site as they arise.
 5. Grantee shall minimize the impact on the neighborhood of program guests entering, exiting, or waiting for services. Grantee will do this by limiting referrals to specified referral partners, not allowing walk-ins, and having 24/7 access to the site for registered guests. Walk-ins will only be allowed if this method is a part of the program's executed scope of work, during a weather activation, or other exception, as directed by HSH.
 6. Grantee shall actively discourage and address excessive noise from program participants. Grantee will coordinate with other service providers and City agencies, as necessary to address this issue if just outside the program site.
 7. Grantee shall actively discourage loitering and public drug use in the area immediately surrounding the program. Grantee will coordinate with other service providers and City agencies, as necessary, to address this issue.
 8. Grantee shall implement management practices necessary to ensure that staff and participants maintain the safety and cleanliness of the area immediately surrounding the facility and do not block driveways of neighboring residents or businesses.

9. Grantee shall take all reasonable measures to ensure the sidewalks adjacent to the facility are not blocked.
10. Grantee will conduct at minimum three daily perimeter inspections, collect litter and contact the appropriate city department for assistance when needed.
11. Grantee shall immediately report to SF Homeless Outreach Team (SFHOT) or HSOC if encampments emerge along the perimeter of the site or immediately across the street.
12. Grantee will actively discourage guests from keeping tents outside of the site on the sidewalk and will follow HSH protocols on the issue.
13. Grantee will abate any graffiti on the site within 24 hours, weather permitting.
14. Grantee will report graffiti in the immediate area to 311.

G. City Communications and Policies: Grantee shall keep HSH informed and comply with City policies to minimize harm and risk, including:

1. Regular communication to HSH about the implementation of the program;
2. Attendance of quarterly HSH meetings, as needed, such as, but not limited to:
 - a. hearings on issues related to homelessness;
 - b. Shelter Grievance Advisory Committee (SGAC) meetings;
 - c. Attendance of the Shelter Monitoring Committee Meetings;
 - d. Local Homeless Coordinating Board;
 - e. Stakeholder Meeting; and
 - f. Shelter Access Workshops;
3. Attendance of trainings, as requested;
4. Adherence to the Shelter Standards of Care requirements;
5. Attendance of the Shelter Monitoring Committee Meetings;
6. Adherence to the HSH Shelter Grievance Ordinance and Policy, including the processes regarding monthly grievance report data and denials of service^[1] unless Grantee is otherwise dictated by City emergency requirements;
7. Adherence to the City service or companion animals policy;
8. Adherence to the HSH Cold/Wet Weather Policy; and
9. Adherence to the Tuberculosis (TB) Infection Control Guidelines for Homeless.

[1] HSH Shelter Grievance Policy: <http://hsh.sfgov.org/wp-content/uploads/2018/08/Shelter-Grievance-Policy-Final-8-25-16-4.pdf>.

H. Disaster and Emergency Response Plan: Grantee shall develop and maintain an Agency Disaster and Emergency Response Plan containing Site Specific Emergency Response Plan(s) for each service site per HSH requirements. The Agency Disaster and Emergency Response Plan shall address disaster coordination between and among service sites. Grantee shall update the Agency/site(s) plan as needed. Grantee shall train all employees regarding the provisions of the plan for their Agency/site(s).

- I. Language and Interpretation Services: Grantee shall ensure that translation and interpreter services are available, as needed. Grantee shall address the needs of and provide services to the served population who primarily speak language(s) other than English. Additional information on Language Access standards can be found on the HSH Providers Connect website: <https://sfgov1.sharepoint.com/sites/HOM-Ext-Providers>.
- J. Housing First: Grantee services and operations shall align with the Core Components of Housing First as defined in California Welfare and Institutions Code, section 8255. This includes integrating policies and procedures to provide client-centered, low-barrier access to housing and services.
- K. Harm Reduction: Grantee shall integrate harm reduction principles into service delivery and agency structure as well as follow [HSH overdose prevention policy](#). Grantee staff who work directly with participants will participate in annual trainings on harm reduction, overdose recognition and response.
- L. Grievance Procedure:
 - 1. Grantee shall establish and maintain a written Grievance Procedure for participants, that shall include, at minimum, the following elements:
 - a. The name or title of the person or persons authorized to make a determination regarding the grievance;
 - b. The opportunity for the aggrieved party to discuss the grievance with those who will be making the determination;
 - c. The amount of time required for each step, including when a participant can expect a response; and
 - d. In accordance with published HSH policies/procedures, the HSH Grievances email address (hshgrievances@sfgov.org) and mailing address for the household to contact after the household has exhausted Grantee's internal Grievance Procedure.
 - 2. Grantee shall, at program entry, review and provide a copy of this procedure, and any amendments, to each participant and obtain a signed copy of the form from the participant, which must be maintained in the participant's file. Additionally, Grantee shall post the policy at all times in a location visible to participants and provide a copy of the procedure and any amendments to the assigned HSH Program Manager.
- M. Critical Incident: Grantee shall report critical incidents, as defined in the Critical Incident Policy, to HSH, within 72 hours of the incident according to Department policy. Critical incidents shall be reported using the online Critical Incident Report (CIR) form. In addition, critical incidents that involve life endangerment events or major service disruptions should be reported immediately to the HSH program manager. Please refer to the CIR Policy and procedures on the HSH Providers Connect website.

- N. Coordination with Other Service Providers: Grantee shall establish written agreements with Property Management and other service providers that are part of the site care team to formalize collaboration and roles and responsibilities.
- O. Record Keeping and Files: Grantee shall maintain confidential participant files that document the services and supportive work provided for the purpose of tracking and reporting objectives and outcomes.
1. Grantee shall maintain participant program enrollment, annual status updates and program exit information in the ONE System and maintain hard copy files with eligibility, including homelessness verification documents.
 2. Grantee shall maintain a program roster of all current participants in the ONE System.
 3. Grantee shall maintain confidential files on the served population, including developed plans, notes, and progress as described in the Service Description and Service Requirements.
- P. Data Standards:
1. Grantee shall ensure compliance with the Homeless Management Information System (HMIS) Participation Agreement and Continuous Data Quality Improvement (CDQI) Process², including but not limited to:
 - a. Entering all client data within three working days (unless specifically requested to do so sooner);
 - b. Ensuring accurate dates for client enrollment, client exit, and client move in (if appropriate); and
 - c. Running monthly data quality reports and correcting errors.
 2. Records entered into the ONE System shall meet or exceed the ONE System CDQI Process standards.
 3. Grantee shall enter data into the ONE System, but may be required to report certain measures or conduct interim reporting in CARBON, via secure email, or through uploads to a File Transfer Protocol (FTP) site. When required by HSH, Grantee shall submit the monthly, quarterly and/or annual metrics into either the CARBON database, via secure email, or through uploads to an FTP site. HSH will provide clear instructions to all Grantees regarding the correct mechanism for sharing data. Changes to data collection or reporting requirements shall be communicated to Grantees via written notice at least one month prior to expected implementation.
 4. Any information shared between Grantee, HSH, and other providers about the served population shall be communicated in a secure manner, with appropriate release of consent forms and in compliance with 24 C.F.R. Part 578, Continuum of Care; 45 C.F.R. Parts 160 and 164, the Health Insurance Portability and Accountability Act (HIPAA) and federal and state data privacy and security guidelines.
 5. Failure to comply with data security, storage and access requirements may result in loss of access to the HMIS and other data systems.

² HMIS Participation Agreement and Continuous Data Quality Improvement Process, available here: <https://hsh.sfgov.org/get-information/one-system/>

VII. Service Objectives

On an annual basis, Grantee shall meet the following Service Objectives:

- A. Grantee shall provide shelter and support services to up to the number of participants outlined in Appendix B, Budget;
- B. Grantee shall provide case management services to 100 percent of participants; and
- C. A minimum of 50 percent of participants served during a survey sample period shall complete a Participant Satisfaction Survey.

VIII. Outcome Objectives

On an annual basis, Grantee shall meet the following Outcome Objectives:

- A. A minimum of 80 percent of participants exiting the program who have stayed in PATH rooms for 30 days or more will move into permanent housing such as rental by participant with subsidy, shared housing, market rate housing, transitional housing or a residential treatment program;
- B. One hundred percent of participants in PATH will receive housing advocacy support, including gathering and uploading of vital documents document readiness, notifying participants of housing opportunities and assistance with housing applications;
- C. 80 percent of participants who participated in the Participant Satisfaction Survey will rate services as “Excellent” or “Good”. Grantee shall use the following standardized question: “How would you rate the [name of program] Program overall?” The options should be “Excellent”, “Good”, “Fair” and “Poor”; and
- D. The project will maintain an average unit utilization rate of at least 90 percent.

IX. Reporting Requirements

Grantee shall submit Project Descriptor data elements as described in the U.S. Department of Housing and Urban Development (HUD)’s latest HMIS Data Standards Manual (<https://files.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual.pdf>) to HSH at the following intervals: 1) at the point of project setup; 2) when project information changes; 3) at least annually or as requested by HSH. Data is used for reporting mandated by HUD and California's Interagency Council on Homelessness, and to ensure HSH’s ongoing accurate representation of program and inventory information for various reporting needs, including monitoring of occupancy and vacancy rates.

- A. Grantee shall provide a monthly report of activities, referencing the tasks as described in the Service and Outcome Objectives sections, including monitoring and documenting family CalWORKs eligibility with verification maintained in the case files for families case managed by Grantee and employment status with hiring date

and employer information. Grantee shall enter the monthly metrics in the CARBON database by the 15th of the following month.

- B. Grantee shall provide a quarterly report of activities, referencing the tasks as described in the Service Objectives and Outcome Objectives sections; including monitoring and documenting family CalWORKs eligibility with verification maintained in the case files for families case managed by Grantee and employment status with hiring date and employer information. Grantee shall enter the quarterly metrics in the CARBON database by the 15th of the month following the end of the quarter.
- C. Grantee shall provide an annual report summarizing the contract activities, referencing the tasks as described in the Service and Outcome Objectives sections. This report shall 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.
- D. Grantee shall submit Facility Inventory data to HSH during the last week of January. Data will include unit/bed inventory, point in time population count of residents, and general characteristic data of residents. Data is used for reporting mandated by the Federal Government under HUD's Continuum of Care (CoC) program.
- E. Grantee shall participate, as required by HSH, with City, State and/or Federal government evaluative studies designed to show the effectiveness of Grantee's services. Grantee agrees to meet the requirements of and participate in the evaluation program and management information systems of the City. The City agrees that any final reports generated through the evaluation program shall be made available to Grantee within thirty working days of receipt of any evaluation report and any Grantee response will become part of the official report.
- F. Grantee shall provide Ad Hoc reports as required by HSH and respond to requests by HSH in a timely manner.
- G. Grantee shall provide a weekly update report on the new Room Agreements, the receipt of all other accounting expenses at time of move-in, the W-9 Tax information Form endorsed by the landlord/property manager, and other forms as needed.
- H. Grantee shall provide the CalWORKs Housing Subsidy Program (CWHSP) State Data report monthly through the Launchpad data system by the 10th of the month. Grantee shall provide monthly employment status in the State data report.
- I. For assistance with reporting requirements or submission of reports, contact the assigned Contract and Program Managers.

X. Monitoring Activities

- A. Program Monitoring: Grantee is subject to program monitoring and/or audits, including, but not limited to, the following: participant files, review of the Grantee's administrative records, staff training documentation, postings, program policies and procedures, data submitted in program reports, Disaster and Emergency Response Plan and training, personnel and activity reports, proper accounting for funds and other operational and administrative activities, and back-up documentation for reporting progress towards meeting service and outcome objectives.
- B. Fiscal Compliance and Contract Monitoring: Grantee is subject to fiscal and compliance monitoring, which may 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 may include review of Personnel Manual, Emergency Operations Plan, Compliance with the Americans with Disabilities Act (ADA), subcontracts and MOUs, and the current board roster and selected board minutes for compliance with the Sunshine Ordinance.

Program Budget History (starting FY 22-23)

Date of Budget Change	Change Type	Ongoing / One-Time	Change Amount	Asana Approval Link	Change Description
7/1/2022	New	Ongoing	\$ 733,483	N/A	New Agreement effective 7/1/2022
11/15/2023	Modification	Ongoing	\$ 5,063	N/A	FY23-24 CODB
11/16/2023	Modification	Ongoing	\$ 2,603	N/A	FY23-24 COLA
7/1/2024	Amend	Ongoing	\$ -		Amend to extend through 2020

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
APPENDIX B, BUDGET**

Document Date	7/1/2024		
Contract Term	Begin Date	End Date	Duration (Years)
Current Term	7/1/2022	6/30/2024	2
Amended Term	7/1/2022	6/30/2030	8

Approved Subcontractors

Tropica Hotel

DEPARTMENT OF H
 APPENDIX B, BUDG

Document Date					
Contract Term					
Current Term					
Amended Term					
	Year 4	Year 5	Year 6	Year 7	Year 8
	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030
Hotel Rooms for Ter	16	16	16	16	16
Participants served	32	32	32	32	32

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
APPENDIX B, BUDGET

Document Date	7/1/2024		
Contract Term	Begin Date	End Date	Duration (Years)
Current Term	7/1/2022	6/30/2024	2
Amended Term	7/1/2022	6/30/2030	8
Provider Name	Homeless Prenatal Program		
Program	Pregnancy Assistance with Temporary Housing (PATH)		
FSP Contract ID#	1000025293		
Action (select)	Amendment		
Effective Date	7/1/2024		
Budget Names	General Fund - Support Services & Shelter, Work Order - HSA - Support Services & Shelter, Prop C - Support Services & Shelter		

	Current	New	
Term Budget	\$ 1,395,805	\$ 5,843,025	20%
Contingency	\$ 511,322	\$ 889,444	
Not-To-Exceed	\$ 1,907,127	\$ 6,732,469	

			EXTENSION YEAR	EXTENSION YEAR	EXTENSION YEAR	EXTENSION YEAR
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028
	Actuals	Current/Actuals	New	New	New	New
Expenditures						
Salaries & Benefits	\$ 170,005	\$ 184,655	\$ 207,857	\$ 207,857	\$ 207,857	\$ 207,857
Operating Expense	\$ 87,021	\$ 87,068	\$ 63,867	\$ 63,867	\$ 63,867	\$ 63,867
Subtotal	\$ 257,026	\$ 271,723	\$ 271,724	\$ 271,724	\$ 271,724	\$ 271,724
Indirect Cost	\$ 38,554	\$ 40,759	\$ 40,758	\$ 40,758	\$ 40,758	\$ 40,758
Other Expenses (Not subject to indirect %)	\$ 359,024	\$ 428,720	\$ 428,720	\$ 428,720	\$ 428,720	\$ 428,720
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 654,603	\$ 741,203	\$ 741,202	\$ 741,202	\$ 741,202	\$ 741,202
HSH Revenues (select)						
General Fund - Ongoing	\$ 315,299	\$ 320,362	\$ 320,362	\$ 320,362	\$ 320,362	\$ 320,362
General Fund - CODB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Work Order - Human Services Agency - Ongoing	\$ 183,328	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382
Prop C - Ongoing	\$ 234,856	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459
Prop C - COLA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment for Actuals	\$ (78,880)	\$ -	\$ -	\$ -	\$ -	\$ -
Total HSH Revenues	\$ 654,603	\$ 741,202	\$ 741,202	\$ 741,202	\$ 741,202	\$ 741,202
Rev-Exp (Budget Match Check)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Adjusted Salary FTE (All Budgets)			2.21	2.21	2.21	2.21

*NOTE: HSH budgets typically project out revenue levels across multiple years, strictly for budget-planning purposes. All program budgets at any given year are subject to Mayoral / Board of Supervisors discretion and funding availability and

DEPARTMENT OF H
APPENDIX B, BUDG

Document Date
Contract Term
Current Term
Amended Term
Provider Name
Program
FSP Contract ID#
Action (select)
Effective Date
Budget Names

Term Budget
Contingency

Not-To-Exceed	EXTENSION YEAR		EXTENSION YEAR		
	Year 7	Year 8	All Years		
	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	Current/Actuals	Amendment	New
Expenditures					
Salaries & Benefits	\$ 207,857	\$ 207,857	\$ 354,660	\$ 1,257,000	\$ 1,611,661
Operating Expense	\$ 63,866	\$ 63,867	\$ 174,089	\$ 373,342	\$ 547,431
Subtotal	\$ 271,723	\$ 271,724	\$ 528,749	\$ 1,630,342	\$ 2,159,091
Indirect Cost	\$ 40,758	\$ 40,759	\$ 79,313	\$ 244,547	\$ 323,860
Other Expenses (Not	\$ 428,720	\$ 428,720	\$ 787,744	\$ 2,572,322	\$ 3,360,066
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 741,202	\$ 741,203	\$ 1,395,806	\$ 4,447,211	\$ 5,843,017
HSH Revenues (sele					
General Fund - Ong	\$ 320,362	\$ 320,362	\$ 635,661	\$ 1,922,174	\$ 2,557,836
General Fund - COD	\$ -	\$ -	\$ -	\$ -	\$ -
Work Order - Huma	\$ 183,382	\$ 183,382	\$ 366,710	\$ 1,100,292	\$ 1,467,002
Prop C - Ongoing	\$ 237,459	\$ 237,459	\$ 472,315	\$ 1,424,754	\$ 1,897,069
Prop C - COLA	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment for Actu	\$ -	\$ -	\$ (78,880)	\$ -	\$ (78,880)
Total HSH Revenues	\$ 741,203	\$ 741,203	\$ 1,395,805	\$ 4,447,220	\$ 5,843,025
Rev-Exp (Budget Ma	\$ -	\$ -	\$ -		\$ 7.43
Total Adjusted Salar	2.21	2.21			

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
APPENDIX B, BUDGET

Document Date	7/1/2024		
Contract Term	Begin Date	End Date	Duration (Years)
Current Term	7/1/2022	6/30/2024	2
Amended Term	7/1/2022	6/30/2030	8
Provider Name	Homeless Prenatal Program		
Program	Pregnancy Assistance with Temporary Housing (PATH)		
F\$P Contract ID#	1000025293		
Action (select)	Amendment		
Effective Date	7/1/2024		
Budget Name	General Fund - Support Services & Shelter		

	Current	New	
Term Budget	\$ 614,161	\$ 2,536,336	20%
Contingency	\$ 511,322	\$ 889,444	
Not-To-Exceed	\$ 1,907,127	\$ 6,732,469	

EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR

	Year 1	Year 2	Year 3	Year 4	Year 5
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027
	Actuals	New	New	New	New
Expenditures					
Salaries & Benefits	\$ 61,621	\$ 74,006.42	\$ 83,663	\$ 83,663	\$ 83,663
Operating Expense	\$ 21,332	\$ 21,332.31	\$ 11,678	\$ 11,678	\$ 11,678
Subtotal	\$ 82,953	\$ 95,339	\$ 95,341	\$ 95,341	\$ 95,341
Indirect Percentage	15.00%	15.00%	15.00%	15.00%	15.00%
Indirect Cost (Line 22 X Line 23)	\$ 12,443	\$ 14,303	\$ 14,300	\$ 14,300	\$ 14,300
Other Expenses (Not subject to indirect %)	\$ 198,403	\$ 210,720	\$ 210,720	\$ 210,720	\$ 210,720
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 293,799.22	\$ 320,362	\$ 320,363	\$ 320,363	\$ 320,363
HSH Revenues (select)					
General Fund - Ongoing	\$ 315,299	\$ 320,362	\$ 320,362	\$ 320,362	\$ 320,362
General Fund - CODB		\$ -	\$ -	\$ -	\$ -
Adjustment for Actuals	\$ (21,500)	\$ -	\$ -	\$ -	\$ -
Total HSH Revenues	\$ 293,799.23	\$ 320,362	\$ 320,362	\$ 320,362	\$ 320,362
Other Revenues (to offset Total Expenditures & Reduce HSH Revenues)					
Total Other Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
Total HSH + Other Revenues	\$ 293,799.23	\$ 320,362	\$ 320,362.00	\$ 320,362.00	\$ 320,362.00
Rev-Exp (Budget Match Check)	\$ -	\$ -	\$ -	\$ -	\$ -

*NOTE: HSH budgets typically project out revenue levels across multiple years, strictly for budget purposes. All program budgets at any given year are subject to Mayoral / Board of Supervisors funding availability and are not guaranteed. For further information, please see Article 2 of the Agreement document.

Prepared by	Biniam Haile
Phone	415.546.6756 ext.401
Email	biniamhaile@homelessprenatal.org

DEPARTMENT OF H
APPENDIX B, BUDG

Document Date
Contract Term
Current Term
Amended Term
Provider Name
Program
FSP Contract ID#
Action (select)
Effective Date
Budget Name

Term Budget

Contingency EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR

Not-To-Exceed	Year 6	Year 7	Year 8	All Years		
	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	New	Current/Actuals	Amendment	New
Expenditures						
Salaries & Benefits	\$ 83,663	\$ 83,663	\$ 83,663	\$ 135,627	\$ 501,976	\$ 637,603
Operating Expense	\$ 11,678	\$ 11,677	\$ 11,678	\$ 42,665	\$ 70,067	\$ 112,732
Subtotal	\$ 95,341	\$ 95,340	\$ 95,341	\$ 178,292	\$ 572,043	\$ 750,335
Indirect Percentage	15.00%	15.00%	15.00%			
Indirect Cost (Line 2)	\$ 14,300	\$ 14,301	\$ 14,301	\$ 26,746	\$ 85,802	\$ 112,548
Other Expenses (Not)	\$ 210,720	\$ 210,720	\$ 210,720	\$ 409,123	\$ 1,264,320	\$ 1,673,443
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 320,363	\$ 320,363	\$ 320,362	\$ 614,161	\$ 1,922,165	\$ 2,536,336
HSH Revenues (selected)						
General Fund - Ongoing	\$ 320,362	\$ 320,362	\$ 320,362	\$ 956,023	\$ 1,922,174	\$ 2,557,836
General Fund - CODI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment for Actuals	\$ -	\$ -	\$ -	\$ (21,500)	\$ -	\$ (21,500)
Total HSH Revenues	\$ 320,362	\$ 320,362	\$ 320,362	\$ 614,161	\$ 1,922,174	\$ 2,536,336
Other Revenues (to)						
Total Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total HSH + Other Revenue	\$ 320,362.00	\$ 320,362.00	\$ 320,362.00	\$ 614,161.23	\$ 1,922,172.48	\$ 2,536,333.23
Rev-Exp (Budget Match)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

get-planning
Prepared by s discretion and
Phone e G-100 Grant
Email

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing
FSP Contract ID#	1000025293
Budget Name	General Fund - Support Services & Shelter

POSITION TITLE	Year 1		
	Agency Totals		7/1/2022 - 6/30/2023
			Actuals
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	\$ 26,509
Path Case Manager	\$ 60,000	1.00	\$ 24,000
	TOTAL SALARIES		\$ 50,509
	TOTAL FTE		
			22.00%
			\$ 11,112
			\$ 61,621

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Tg (PATH)
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Ser

POSITION TITLE	Year 1		Year 2						
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Current/Actuals	Amendment	New
Path Assistant Manager	\$ 66,272	1.00	\$ 66,272	1.00	50%	0.50	\$ 33,136.00	\$ -	\$ 33,136.00
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525.00	\$ -	\$ 27,525.00
	TOTAL SALARIES				TOTAL SALARIES		\$ 60,661	\$ -	\$ 60,661
	TOTAL FTE				TOTAL FTE		0.96		
					FRINGE BENEFIT RATE		22.00%		22.00%
					EMPLOYEE FRINGE BENEFITS		\$ 13,345	\$ -	\$ 13,345.42
					TOTAL SALARIES & BENEFITS		\$ 74,006	\$ -	\$ 74,006

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Serv

EXTENSION YEAR

POSITION TITLE	Year 1		Year 3					
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2024 - 6/30/2025 Amendment	7/1/2024 - 6/30/2025 New
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Change	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525
	TOTAL SALARIES		TOTAL SALARIES				\$ 68,576	\$ 68,576
	TOTAL FTE		TOTAL FTE			0.96		
					FRINGE BENEFIT RATE			22.00%
					EMPLOYEE FRINGE BENEFITS		\$ 15,087	\$ 15,087
					TOTAL SALARIES & BENEFITS		\$ 83,663	\$ 83,663

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Serv

POSITION TITLE	Year 1		Year 4					
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2025 - 6/30/2026 Amendment	7/1/2025 - 6/30/2026 New
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Change	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525
	TOTAL SALARIES		TOTAL SALARIES		TOTAL SALARIES		\$ 68,576	\$ 68,576
	TOTAL FTE		TOTAL FTE		TOTAL FTE		0.96	
					FRINGE BENEFIT RATE		22.00%	
					EMPLOYEE FRINGE BENEFITS		\$ 15,087	\$ 15,087
					TOTAL SALARIES & BENEFITS		\$ 83,663	\$ 83,663

EXTENSION YEAR

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Serv

EXTENSION YEAR

POSITION TITLE	Year 1		Year 5					
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2026 - 6/30/2027 Amendment	7/1/2026 - 6/30/2027 New
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Change	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525
	TOTAL SALARIES				TOTAL SALARIES		\$ 68,576	\$ 68,576
	TOTAL FTE				TOTAL FTE		0.96	
					FRINGE BENEFIT RATE			22.00%
					EMPLOYEE FRINGE BENEFITS		\$ 15,087	\$ 15,087
					TOTAL SALARIES & BENEFITS		\$ 83,663	\$ 83,663

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Serv

POSITION TITLE	Year 1		EXTENSION YEAR Year 6					
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2027 - 6/30/2028	7/1/2027 - 6/30/2028
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Amendment	New
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525
	TOTAL SALARIES		TOTAL SALARIES				\$ 68,576	\$ 68,576
	TOTAL FTE		TOTAL FTE			0.96		
						FRINGE BENEFIT RATE		22.00%
						EMPLOYEE FRINGE BENEFITS	\$ 15,087	\$ 15,087
						TOTAL SALARIES & BENEFITS	\$ 83,663	\$ 83,663

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Serv

EXTENSION YEAR

POSITION TITLE	Year 1		Year 7					
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2028 - 6/30/2029	7/1/2028 - 6/30/2029
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Amendment	New
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525
	TOTAL SALARIES		TOTAL SALARIES				\$ 68,576	\$ 68,576
	TOTAL FTE		TOTAL FTE			0.96		
					FRINGE BENEFIT RATE			22.00%
					EMPLOYEE FRINGE BENEFITS		\$ 15,087	\$ 15,087
					TOTAL SALARIES & BENEFITS		\$ 83,663	\$ 83,663

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
FSP Contract ID#	1000025293
Budget Name	General Fund - Support Serv

EXTENSION YEAR

POSITION TITLE	Year 1		Year 8				All Years			
	Agency Totals		Agency Totals		For HSH Funded Program		7/1/2029 - 6/30/2030	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Amendment	New	Current/Actuals	
Path Assistant Manager	\$ 66,272	1.00	\$ 82,102	1.00	50%	0.50	\$ 41,051	\$ 41,051	\$ 59,645	\$ 246,306
Path Case Manager	\$ 60,000	1.00	\$ 60,000	1.00	46%	0.46	\$ 27,525	\$ 27,525	\$ 51,525	\$ 165,150
	TOTAL SALARIES		TOTAL SALARIES				\$ 68,576	\$ 68,576	\$ 111,170	\$ 411,456
	TOTAL FTE		TOTAL FTE				0.96			
			FRINGE BENEFIT RATE					22.00%		
			EMPLOYEE FRINGE BENEFITS				\$ 15,087	\$ 15,087	\$ 24,457	\$ 90,520
			TOTAL SALARIES & BENEFITS				\$ 83,663	\$ 83,663	\$ 135,627	\$ 501,976

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with T
FSP Contract ID#	1000025293
Budget Name	General Fund - Support Serv

POSITION TITLE	Year 1		
	Agency Totals		7/1/2022 - 6/30/2030
			New
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	\$ 305,951
Path Case Manager	\$ 60,000	1.00	\$ 216,675
	TOTAL SALARIES		\$ 522,626
	TOTAL FTE		
			\$ 114,978
			\$ 637,603

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
OPERATING DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
F\$P Contract ID#	1000025293
Budget Name	General Fund - Support Services & Shelter

EXTENSION YEAR EXTENSION YEAR

	Year 1		Year 2		Year 3				
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025		7/1/2025 - 6/30/2026
	Actuals	Current/Actuals	Amendment	New	Actuals	Amendment	New		Actuals
<u>Operating Expenses</u>	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense	Budgeted Expense	
Emergency Client Supplies	\$ 21,332	\$ 21,332	\$ -	\$ 21,332		\$ 11,678	\$ 11,678		
TOTAL OPERATING EXPENSES	\$ 21,332	\$ 21,332	\$ -	\$ 21,332	\$ -	\$ 11,678	\$ 11,678	\$ -	
<u>Other Expenses (not subject to indirect cost %)</u>									
Hotel Rental Subsidies	\$ 208,720	\$ 208,720	\$ -	\$ 208,720		\$ 208,720	\$ 208,720		
Hotel Contingency	\$ 2,000	\$ 2,000	\$ -	\$ 2,000		\$ 2,000	\$ 2,000		
Adjustment for Actuals	\$ (21,500)		\$ -	\$ -		\$ -	\$ -		
TOTAL OTHER EXPENSES	\$ 198,403	\$ 210,720	\$ -	\$ 210,720	\$ -	\$ 210,720	\$ 210,720	\$ -	
HSH #3									

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE
OPERATING DETAIL**

Document Date
Provider Name
Program
F\$P Contract ID#
Budget Name

	EXTENSION YEAR		EXTENSION YEAR			EXTENSION YEAR	
	Year 4		Year 5			Year 6	
	7/1/2025 - 6/30/2026	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027	7/1/2026 - 6/30/2027	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028	7/1/2027 - 6/30/2028
	Amendment	New	Actuals	Amendment	New	Actuals	Amendment
	Change	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense	Budgeted Expense	Change
<u>Operating Expenses</u>							
Emergency Client Supplies	\$ 11,678	\$ 11,678		\$ 11,678	\$ 11,678		\$ 11,678
TOTAL OPERATING EXPENSES	\$ 11,678	\$ 11,678	\$ -	\$ 11,678	\$ 11,678	\$ -	\$ 11,678
<u>Other Expenses (not subject to indirect cost %)</u>							
Hotel Rental Subsidies	\$ 208,720	\$ 208,720		\$ 208,720	\$ 208,720		\$ 208,720
Hotel Contingency	\$ 2,000	\$ 2,000		\$ 2,000	\$ 2,000		\$ 2,000
Adjustment for Actuals	\$ -	\$ -		\$ -	\$ -		\$ -
TOTAL OTHER EXPENSES	\$ 210,720	\$ 210,720	\$ -	\$ 210,720	\$ 210,720	\$ -	\$ 210,720
HSH #3							

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE
OPERATING DETAIL

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

	EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR							
		Year 7			Year 8			
	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2028 - 6/30/2029	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2029 - 6/30/2030	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024
	New	Actuals	Amendment	New	Actuals	Amendment	New	Current/Actuals
Operating Expenses	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense	Budgeted Expense
Emergency Client Supplies	\$ 11,678		\$ 11,677	\$ 11,677		\$ 11,678	\$ 11,678	\$ 42,665
TOTAL OPERATING EXPENSES	\$ 11,678	\$ -	\$ 11,677	\$ 11,677	\$ -	\$ 11,678	\$ 11,678	\$ 42,665
Other Expenses (not subject to indirect cost %)								
Hotel Rental Subsidies	\$ 208,720		\$ 208,720	\$ 208,720		\$ 208,720	\$ 208,720	\$ 417,440
Hotel Contingency	\$ 2,000		\$ 2,000	\$ 2,000		\$ 2,000	\$ 2,000	\$ 4,000
Adjustment for Actuals	\$ -		\$ -	\$ -		\$ -	\$ -	\$ (21,500)
TOTAL OTHER EXPENSES	\$ 210,720	\$ -	\$ 210,720	\$ 210,720	\$ -	\$ 210,720	\$ 210,720	\$ 409,123
HSH #3								Templa

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE
OPERATING DETAIL**

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

All Years	
7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New
Change	Budgeted Expense
<u>Operating Expenses</u>	
Emergency Client Supplies	\$ 70,067 \$ 112,732
TOTAL OPERATING EXPENSES	\$ 70,067 \$ 112,732
<u>Other Expenses (not subject to indirect cost %)</u>	
Hotel Rental Subsidies	\$ 1,252,320 \$ 1,669,760
Hotel Contingency	\$ 12,000 \$ 16,000
Adjustment for Actuals	\$ - \$ (21,500)
TOTAL OTHER EXPENSES	\$ 1,264,320 \$ 1,673,443
HSH #3	te last modified 9/1/2021

BUDGET NARRATIVE

Fiscal Year

General Fund - Support Services

FY24-25

<- Select from the drop-down list the fiscal year in which the proposed budget changes will first become effective

<u>Salaries & Benefits</u>	<u>Adjusted Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Justification</u>	<u>Calculation</u>	<u>Employee Name</u>
Path Assistant Manager	0.5	\$45,688	Assists Jelani Program Director in Managing the Path Contract. Engages with the Property Management Company and Other Social Service Agencies to ensure the best outcomes for the client. Supervise and assists the Path Case Manager.	\$91,375 * FTE .50	Crater, Andrew
Path Case Manager	0.35	\$22,888	Provides Case Management, Meetings, Counseling, Referrals and Linkages, Tracks progress towards goals. Assistance with Housing Referrals, Wellness and Emergency Checks, Coordinate with Property Management Facility to Insure Positive Engaged Communication.	\$65,393 * FTE .35	Rodriguez, Aaron
TOTAL	0.85	\$ 68,576			
<u>Employee Fringe Benefits</u>		\$ 15,087	<u>Includes FICA, SSUI, Workers Compensation and Medical calculated at 22% of total salaries.</u>		
Salaries & Benefits Total		\$ 83,663			

<u>Operating Expenses</u>	<u>Budgeted Expense</u>	<u>Justification</u>	<u>Calculation</u>
Emergency Client Supplies	\$11,678	Welcome Kits for Moms, Car seats and Strollers, Food and Transportation Cards, Moving Support, Baby and Client Supplies	\$134,060/24-28 Clients = approx.. \$5,000/client; portion covered by this budget
TOTAL OPERATING EXPENSES	\$ 11,678		
Indirect Cost	15.0%	\$ 14,300	

<u>Other Expenses (not subject to indirect cost %)</u>	<u>Amount</u>	<u>Justification</u>	<u>Calculation</u>
Hotel Rental Subsidies	\$208,720	Cost of 8 rooms for one year at the Tropica Hotel.	\$500. * 8 * 52 + extra day
Hotel Contingency	\$2,000	For any damages incurred during a clients stay at the Hotel beyond normal wear and tear	5 incidences at \$400.
Adjustment for Actuals	\$ -		.
TOTAL OTHER EXPENSES	\$ 210,720		

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
APPENDIX B, BUDGET

Document Date	7/1/2024						
Contract Term	Begin Date	End Date	Duration (Years)				
Current Term	7/1/2022	6/30/2024	2				
Provider Name	Homeless Prenatal Program						
Program	Pregnancy Assistance with Temporary Housing (PATH)						
FSP Contract ID#	1000025293						
Action (select)	Amendment						
Effective Date	7/1/2024						
Budget Name	Work Order - HSA - Support Services & Shelter						
	Current	New					
Term Budget	\$ 347,456	\$ 1,447,748	20%				
Contingency	\$ 511,322	\$ 889,444					
Not-To-Exceed	\$ 1,907,127	\$ 6,732,469					
				Year 1	Year 2	Year 3	Year 4
				7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024
						EXTENSION YEAR	EXTENSION YEAR
						7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026
				Actuals	Current/Actuals	Amendment	New
							New
							New
Expenditures							
Salaries & Benefits	\$ 38,513	\$ 38,513	\$ 9,859	\$ 48,372	\$ 48,372	\$ 48,372	\$ 48,372
Operating Expense	\$ 29,598	\$ 29,645	\$ (9,859)	\$ 19,786	\$ 19,786	\$ 19,786	\$ 19,786
Subtotal	\$ 68,111	\$ 68,158	\$ (0)	\$ 68,158	\$ 68,158	\$ 68,158	\$ 68,158
Indirect Percentage	15.00%	15.00%		15.00%	15.00%	15.00%	15.00%
Indirect Cost (Line 22 X Line 23)	\$ 10,217	\$ 10,224	\$ (0)	\$ 10,224	\$ 10,224	\$ 10,224	\$ 10,224
Other Expenses (Not subject to indirect %)	\$ 85,746	\$ 105,000	\$ -	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 164,074	\$ 183,382	\$ (0)	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382
HSH Revenues (select)							
Work Order - Human Services Agency - Ongoing	\$ 183,328	\$ 183,382	\$ -	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382
Adjustment for Actuals	\$ (19,254)			\$ -	\$ -	\$ -	\$ -
Total HSH Revenues	\$ 164,074	\$ 183,382	\$ -	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382
Rev-Exp (Budget Match Check)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -

*NOTE: HSH budgets typically project out revenue levels across multiple years, strictly for budget-planning purposes

DEPARTMENT OF H
APPENDIX B, BUDG

Document Date
Contract Term
Current Term
Provider Name
Program
F\$P Contract ID#
Action (select)
Effective Date
Budget Name

Term Budget

Contingency	EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR						
Not-To-Exceed	Year 5	Year 6	Year 7	Year 8	All Years		
	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	New	New	Current/Actuals	Amendment	New
Expenditures							
Salaries & Benefits	\$ 48,372	\$ 48,372	\$ 48,372	\$ 48,372	\$ 77,026	\$ 300,089	\$ 377,115
Operating Expense	\$ 19,786	\$ 19,786	\$ 19,786	\$ 19,786	\$ 59,243	\$ 108,857	\$ 168,100
Subtotal	\$ 68,158	\$ 68,158	\$ 68,158	\$ 68,158	\$ 136,269	\$ 408,946	\$ 545,215
Indirect Percentage	15.00%	15.00%	15.00%	15.00%			
Indirect Cost (Line 2)	\$ 10,224	\$ 10,224	\$ 10,224	\$ 10,224	\$ 20,440	\$ 61,342	\$ 81,783
Other Expenses (Not	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 190,747	\$ 630,002	\$ 820,749
Capital Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382	\$ 347,456	\$ 1,100,290	\$ 1,447,746
HSH Revenues (select)							
Work Order - Human	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382	\$ 550,092	\$ 1,100,292	\$ 1,467,002
Adjustment for Actuals	\$ -	\$ -	\$ -	\$ -	\$ (19,254)	\$ -	\$ (19,254)
Total HSH Revenues	\$ 183,382	\$ 183,382	\$ 183,382	\$ 183,382	\$ 347,456	\$ 1,100,292	\$ 1,447,748
Rev-Exp (Budget M)	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -

es. All program budgets at any given

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024				
Provider Name	Homeless Prenatal Program				
Program	Pregnancy Assistance with Temporary Housing (PATH)				
F\$P Contract ID#	1000025293				
Budget Name	Work Order - HSA - Support Services & Shelter				
	Year 1				
POSITION TITLE	Agency Totals		For HSH Funded Program		7/1/2022 - 6/30/2023
					Actuals
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 16,568
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 15,000
	TOTAL SALARIES				\$ 31,568
			TOTAL FTE		0.50
			FRINGE BENEFIT RATE		22.00%
			EMPLOYEE FRINGE BENEFITS		\$ 6,945
			TOTAL SALARIES & BENEFITS		\$ 38,513

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

POSITION TITLE	Year 1				Year 2					
	Agency Totals		For HSH Funded Program		Agency Totals		For HSH Funded Program		7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Current/Actuals	Amendment
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 91,375	1.00	25%	0.25	\$ 16,568	\$ 6,733
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 65,393	1.00	25%	0.25	\$ 15,000	\$ 1,348
	TOTAL SALARIES				TOTAL SALARIES				\$ 31,568	\$ 8,081
	TOTAL FTE 0.50				TOTAL FTE 0.50					
	FRINGE BENEFIT RATE				FRINGE BENEFIT RATE				22.00%	
	EMPLOYEE FRINGE BENEFITS				EMPLOYEE FRINGE BENEFITS				\$ 6,945	\$ 1,778
	TOTAL SALARIES & BENEFITS				TOTAL SALARIES & BENEFITS				\$ 38,513	\$ 9,859

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024				
Provider Name	Homeless Prenatal Program				
Program	Pregnancy Assistance with Temporary Housing (PATH)				
F\$P Contract ID#	1000025293				
Budget Name	Work Order - HSA - Support Services & Shelter				
	Year 1				
POSITION TITLE	Agency Totals		For HSH Funded Program		7/1/2023 - 6/30/2024
					New
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 23,301
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 16,348
	TOTAL SALARIES				\$ 39,649
			TOTAL FTE	0.50	
			FRINGE BENEFIT RATE		22.00%
			EMPLOYEE FRINGE BENEFITS		\$ 8,723
			TOTAL SALARIES & BENEFITS		\$ 48,372

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

EXTENSION YEAR

POSITION TITLE	Year 1				Year 3					
	Agency Totals		For HSH Funded Program		Agency Totals		For HSH Funded Program		7/1/2024 - 6/30/2025	
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary	
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 91,375	1.00	25%	0.25	\$ 23,301	
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 65,393	1.00	25%	0.25	\$ 16,348	
	TOTAL SALARIES				TOTAL SALARIES					\$ 39,649
	TOTAL FTE 0.50				TOTAL FTE 0.50					
	FRINGE BENEFIT RATE				FRINGE BENEFIT RATE					22.00%
	EMPLOYEE FRINGE BENEFITS				EMPLOYEE FRINGE BENEFITS					\$ 8,723
	TOTAL SALARIES & BENEFITS				TOTAL SALARIES & BENEFITS					\$ 48,372

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

EXTENSION YEAR

POSITION TITLE	Year 1				Year 4					Agency Total
	Agency Totals		For HSH Funded Program		Agency Totals		For HSH Funded Program		7/1/2025 - 6/30/2026	
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary	
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 91,375	1.00	25%	0.25	\$ 23,301	\$ 91,375
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 65,393	1.00	25%	0.25	\$ 16,348	\$ 65,393
	TOTAL SALARIES				TOTAL SALARIES					\$ 39,649
	TOTAL FTE 0.50				TOTAL FTE 0.50					
	FRINGE BENEFIT RATE				FRINGE BENEFIT RATE					22.00%
	EMPLOYEE FRINGE BENEFITS				EMPLOYEE FRINGE BENEFITS					\$ 8,723
	TOTAL SALARIES & BENEFITS				TOTAL SALARIES & BENEFITS					\$ 48,372

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293

POSITION TITLE	Year 1				EXTENSION YEAR				EXTENSION YEAR			
	Agency Totals		For HSH Funded Program		Agency Totals		For HSH Funded Program		7/1/2026 - 6/30/2027		Agency Totals	
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	1.00	25%	0.25	\$ 23,301	\$ 91,375	1.00	25%	
Path Case Manager	\$ 60,000	1.00	25%	0.25	1.00	25%	0.25	\$ 16,348	\$ 65,393	1.00	25%	
	TOTAL SALARIES				TOTAL SALARIES				\$ 39,649	TOTAL SALARIES		
	TOTAL FTE 0.50				TOTAL FTE 0.50					TOTAL FTE		
	FRINGE BENEFIT RATE				FRINGE BENEFIT RATE				22.00%	FRINGE BE		
	EMPLOYEE FRINGE BENEFITS				EMPLOYEE FRINGE BENEFITS				\$ 8,723	EMPLOYEE FRING		
	TOTAL SALARIES & BENEFITS				TOTAL SALARIES & BENEFITS				\$ 48,372	TOTAL SALARIES & BENEFITS		

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter AR

EXTENSION YEAR

POSITION TITLE	Year 1						Year 7					
	Agency Totals		For HSH Funded Program		Funded Program	7/1/2027 - 6/30/2028	Agency Totals		For HSH Funded Program			
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Adjusted Budgeted FTE	New	Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	0.25	\$ 23,301	\$ 91,375	1.00	25%	0.25		
Path Case Manager	\$ 60,000	1.00	25%	0.25	0.25	\$ 16,348	\$ 65,393	1.00	25%	0.25		
	TOTAL SALARIES					0.50	\$ 39,649	TOTAL SALARIES				
	TOTAL FTE		0.50		0.50			TOTAL FTE		0.50		
	FRINGE BENEFIT RATE						22.00%	FRINGE BENEFIT RATE				
	EMPLOYEE FRINGE BENEFITS						\$ 8,723	EMPLOYEE FRINGE BENEFITS				
	TOTAL SALARIES & BENEFITS						\$ 48,372	TOTAL SALARIES & BENEFITS				

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

EXTENSION YEAR

POSITION TITLE	Year 1					Year 8				
	Agency Totals		For HSH Funded Program		7/1/2028 - 6/30/2029	Agency Totals		For HSH Funded Program		7/1/2029 - 6/30/2030
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 23,301	\$ 91,375	1.00	25%	0.25	\$ 23,301
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 16,348	\$ 65,393	1.00	25%	0.25	\$ 16,348
	TOTAL SALARIES				\$ 39,649	TOTAL SALARIES				\$ 39,649
	TOTAL FTE		0.50			TOTAL FTE		0.50		
	FRINGE BENEFIT RATE				22.00%	FRINGE BENEFIT RATE				22.00%
	EMPLOYEE FRINGE BENEFITS				\$ 8,723	EMPLOYEE FRINGE BENEFITS				\$ 8,723
	TOTAL SALARIES & BENEFITS				\$ 48,372	TOTAL SALARIES & BENEFITS				\$ 48,372

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
FSP Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

POSITION TITLE	Year 1				All Years		
	Agency Totals		For HSH Funded Program		7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Current/Actuals	Change	New
Path Assistant Manager	\$ 66,272	1.00	25%	0.25	\$ 33,136	\$ 146,536	\$ 179,672
Path Case Manager	\$ 60,000	1.00	25%	0.25	\$ 30,000	\$ 99,438	\$ 129,438
	TOTAL SALARIES				\$ 63,136	\$ 245,975	\$ 309,111
	TOTAL FTE				0.50		
	FRINGE BENEFIT RATE						
	EMPLOYEE FRINGE BENEFITS				\$ 13,890	\$ 54,114	\$ 68,004
	TOTAL SALARIES & BENEFITS				\$ 77,026	\$ 300,089	\$ 377,115

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
OPERATING DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temporary Housing (PATH)
F\$P Contract ID#	1000025293
Budget Name	Work Order - HSA - Support Services & Shelter

	Year 1		Year 2		Year 3	Year 4
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026
	Actuals	Current/Actuals	Amendment	New	New	New
	Budgeted Expense	Budgeted Expense	Revision	Budgeted Expense	Budgeted Expense	Budgeted Expense
<u>Operating Expenses</u>						
Emergency Client Supplies	\$ 29,598	\$ 29,645	\$ (9,859)	\$ 19,786	\$ 19,786	\$ 19,786
TOTAL OPERATING EXPENSES	\$ 29,598	\$ 29,645	\$ (9,859)	\$ 19,786	\$ 19,786	\$ 19,786
<u>Other Expenses (not subject to indirect cost %)</u>						
Hotel Contingency	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Hotel Rental Subsidies	\$ 104,000	\$ 104,000	\$ -	\$ 104,000	\$ 104,000	\$ 104,000
Adjustment for Actuals	\$ (19,254)		\$ -	\$ -	\$ -	\$ -
TOTAL OTHER EXPENSES	\$ 85,746	\$ 105,000	\$ -	\$ 105,000	\$ 105,000	\$ 105,000

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE
OPERATING DETAIL**

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR

	Year 5	Year 6	Year 7	Year 8	All Years		
	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	New	New	Current/Actuals		New
<u>Operating Expenses</u>	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense
Emergency Client Supplies	\$ 19,786	\$ 19,786	\$ 19,786	\$ 19,786	\$ 59,243	\$ 108,857	\$ 168,100
TOTAL OPERATING EXPENSES	\$ 19,786	\$ 19,786	\$ 19,786	\$ 19,786	\$ 59,243	\$ 108,857	\$ 168,100
<u>Other Expenses (not subject to indirect cost %)</u>							
Hotel Contingency	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,001	\$ 6,002	\$ 8,003
Hotel Rental Subsidies	\$ 104,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 208,000	\$ 624,000	\$ 832,000
Adjustment for Actuals	\$ -	\$ -	\$ -	\$ -	\$ (19,254)	\$ -	\$ (19,254)
TOTAL OTHER EXPENSES	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 190,747	\$ 630,002	\$ 820,749

BUDGET NARRATIVE

Fiscal Year

Work Order - HSA - Support Serv

FY24-25

<- Select from the drop-down list the fiscal year in which the proposed budget changes will first become effective

<u>Salaries & Benefits</u>	<u>Adjusted Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Justification</u>	<u>Calculation</u>	<u>Employee Name</u>
Path Assistant Manager	0.25	\$22,844	Assists Jelani Program Director in Managing the Path Contract. Engages with the Property Management Company and Other Social Service Agencies to ensure the best outcomes for the client. Supervise and assists the Path Case Manager. Provides Case Management, Meetings, Counseling, Referrals and Linkages, Tracks progress towards goals. Assistance with Housing Referrals, Wellness and Emergency Checks, Coordinate with Property Management Facility to Insure Positive Engaged Communication.	\$91,375 * FTE .25	Crater, Andrew
Path Case Manager	0.3	\$19,618			
TOTAL	0.55	\$ 42,462		\$65,393 * FTE .30	Rodriguez, Aaron
<u>Employee Fringe Benefits</u>		\$ 8,723	<u>Includes FICA, SSUI, Workers Compensation and Medical calculated at 22% of total salaries.</u>		
Salaries & Benefits Total		\$ 51,185			

<u>Operating Expenses</u>	<u>Budgeted Expense</u>	<u>Justification</u>	<u>Calculation</u>
Emergency Client Supplies	\$16,355	Welcome Kits for Moms, Car seats and Strollers, Food and Transportation Cards, Moving Support, Baby and Client Supplies	\$134,060/24-28 clients = approx.. \$5,000/client; portion covered by this budget
TOTAL OPERATING EXPENSES	\$ 16,355		
Indirect Cost	15.0%	\$ 10,224	

<u>Other Expenses (not subject to indirect cost %)</u>	<u>Amount</u>	<u>Justification</u>	<u>Calculation</u>
Hotel Contingency	\$1,000	For any damages incurred during a clients stay at the Hotel beyond normal wear and tear	4 incidences at \$250.
Hotel Rental Subsidies	\$104,000	Cost of 4 rooms for one year at the Tropical Hotel.	\$500. * 4 * 52 + extra day
Adjustment for Actuals	\$ -		
TOTAL OTHER EXPENSES	\$ 105,000		

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
APPENDIX B, BUDGET

Document Date	7/1/2024		
Contract Term	Begin Date	End Date	Duration (Years)
Current Term	7/1/2022	6/30/2024	2
Provider Name	Homeless Prenatal Program		
Program	Pregnancy Assistance with Temporary Housing (PATH)		
FSP Contract ID#	1000025293		
Action (select)	Amendment		
Effective Date	7/1/2024		
Budget Name	Prop C - Support Services & Shelter		

	Current	New
Term Budget	\$ 434,189	\$ 1,858,945
Contingency	\$ 511,322	\$ 889,444
Not-To-Exceed	\$ 1,907,127	\$ 6,732,469

			EXTENSION YEAR	EXTENSION YEAR	EXTENSION YEAR	EXTENSION YEAR
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028
	Actuals	Current/Actuals	New	New	New	New
Expenditures						
Salaries & Benefits	\$ 69,871	\$ 72,136	\$ 75,822	\$ 75,822	\$ 75,822	\$ 75,822
Operating Expense	\$ 36,091	\$ 36,091	\$ 32,403	\$ 32,403	\$ 32,403	\$ 32,403
Subtotal	\$ 105,962	\$ 108,227	\$ 108,225	\$ 108,225	\$ 108,225	\$ 108,225
Indirect Percentage	15.00%	15.00%	15.00%	15.00%	15.00%	15.00%
Indirect Cost (Line 22 X Line 23)	\$ 15,894	\$ 16,232	\$ 16,234	\$ 16,234	\$ 16,234	\$ 16,234
Other Expenses (Not subject to indirect %)	\$ 74,874	\$ 113,000	\$ 113,000	\$ 113,000	\$ 113,000	\$ 113,000
Total Expenditures	\$ 196,730	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459
HSH Revenues (select)						
Prop C - Ongoing	\$ 234,856	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459	\$ 237,459
Prop C - COLA			\$ -	\$ -	\$ -	\$ -
Adjustment for Actuals	\$ (38,126)		\$ -	\$ -	\$ -	\$ -
Total HSH Revenues	\$ 196,730	\$ 237,459	\$ 237,461	\$ 237,459	\$ 237,459	\$ 237,459
Rev-Exp (Budget Match Check)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*NOTE: HSH budgets typically project out revenue levels across multiple years, strictly for budget-planning purposes. All program budgets at any given year are subject to Mayoral / Board of Supervisors discretion and funding availability and are not guaranteed. For further information, please see Article 2 of the G-100 Grant Agreement document.

Prepared by	Biniam Haile
Phone	415.546.6756 ext.401
Email	biniamhaile@homelessprenatal.org

DEPARTMENT OF H
APPENDIX B, BUDG

Document Date
Contract Term
Current Term
Provider Name
Program
FSP Contract ID#
Action (select)
Effective Date
Budget Name

Term Budget
Contingency

Not-To-Exceed	EXTENSION YEAR		EXTENSION YEAR		
	Year 7	Year 8	All Years		
	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	Current/Actuals	Amendment	New
Expenditures					
Salaries & Benefits	\$ 75,822	\$ 75,822	\$ 142,007	\$ 454,935	\$ 596,942
Operating Expense	\$ 32,403	\$ 32,403	\$ 72,181	\$ 194,418	\$ 266,599
Subtotal	\$ 108,225	\$ 108,225	\$ 214,188	\$ 649,353	\$ 863,541
Indirect Percentage	15.00%	15.00%			
Indirect Cost (Line 2)	\$ 16,234	\$ 16,234	\$ 32,127	\$ 97,403	\$ 129,530
Other Expenses (Not)	\$ 113,000	\$ 113,000	\$ 187,874	\$ 678,000	\$ 865,874
Total Expenditures	\$ 237,459	\$ 237,459	\$ 434,189	\$ 1,424,756	\$ 1,858,945
HSH Revenues (selected)					
Prop C - Ongoing	\$ 237,459	\$ 237,459	\$ 709,774	\$ 1,424,754	\$ 1,897,069
Prop C - COLA	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment for Actuals	\$ -	\$ -	\$ (38,126)	\$ -	\$ (38,126)
Total HSH Revenues	\$ 237,459	\$ 237,459	\$ 434,189	\$ 1,424,754	\$ 1,858,945
Rev-Exp (Budget Match)	\$ -	\$ -	\$ -	\$ -	\$ -

Prepared by
Phone
Email

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING
SALARY & BENEFIT DETAIL**

Document Date	7/1/2024
Provider Name	Homeless Prenat
Program	Pregnancy Assista
FSP Contract ID#	1000025293
Budget Name	Prop C - Support

POSITION TITLE	Year 1	
	7/1/2022 - 6/30/2023	
	Actuals	
	Budgeted Salary	
Path Assistant Manager	\$	23,195
Path Case Manager	\$	21,000
Path/Jelani Asst Director	\$	13,076
	\$	57,271
		22.00%
	\$	12,600
	\$	69,871

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

SALARY & BENEFIT DETAIL

Document Date _____

Provider Name _____ al Program

Program _____ ance with Temporary Housing

FSP Contract ID# _____

Budget Name _____

Services & Shelter

EXTENSION YEAR

POSITION TITLE	Year 2					Year 3				
	Agency Totals		For HSH Funded Program		7/1/2023 - 6/30/2024	Agency Totals		For HSH Funded Program		7/1/2024 - 6/30/2025
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	Current/Actuals Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary
Path Assistant Manager	\$ 91,375	1.00	25%	0.25	\$ 23,195	\$91,375	1	25%	0.25	\$ 22,844
Path Case Manager	\$ 65,393	1.00	35%	0.35	\$ 22,856	\$65,393	1	35%	0.35	\$ 22,888
Path/Jelani Asst Director	\$ 109,455	1.00	12%	0.12	\$ 13,076	\$109,455	1	15%	0.15	\$ 16,418
	TOTAL SALARIES				\$ 59,128	TOTAL SALARIES				\$ 62,150
	TOTAL FTE				0.72	TOTAL FTE				0.75
	FRINGE BENEFIT RATE				22.00%	FRINGE BENEFIT RATE				22.00%
	EMPLOYEE FRINGE BENEFITS				\$ 13,008	EMPLOYEE FRINGE BENEFITS				\$ 13,673
	TOTAL SALARIES & BENEFITS				\$ 72,136	TOTAL SALARIES & BENEFITS				\$ 75,822

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE SERVICES
SALARY & BENEFIT DETAIL

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

EXTENSION YEAR

EXTENSION YEAR

POSITION TITLE	Year 4					Year 5				
	Agency Totals		For HSH Funded Program		7/1/2025 - 6/30/2026	Agency Totals		For HSH Funded Program		7/1/2026 - 6/30/2027
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary
Path Assistant Manager	\$91,375	1	25%	0.25	\$ 22,844	\$91,375	1	25%	0.25	\$ 22,844
Path Case Manager	\$65,393	1	35%	0.35	\$ 22,888	\$65,393	1	35%	0.35	\$ 22,888
Path/Jelani Asst Director	\$109,455	1	15%	0.15	\$ 16,418	\$109,455	1	15%	0.15	\$ 16,418
	TOTAL SALARIES				\$ 62,150	TOTAL SALARIES				\$ 62,150
	TOTAL FTE				0.75	TOTAL FTE				0.75
	FRINGE BENEFIT RATE				22.00%	FRINGE BENEFIT RATE				22.00%
	EMPLOYEE FRINGE BENEFITS				\$ 13,673	EMPLOYEE FRINGE BENEFITS				\$ 13,673
	TOTAL SALARIES & BENEFITS				\$ 75,822	TOTAL SALARIES & BENEFITS				\$ 75,822

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE SERVICES
SALARY & BENEFIT DETAIL

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

EXTENSION YEAR

EXTENSION YEAR

POSITION TITLE	Year 6					Year 7				
	Agency Totals		For HSH Funded Program		7/1/2027 - 6/30/2028	Agency Totals		For HSH Funded Program		7/1/2028 - 6/30/2029
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New Budgeted Salary
Path Assistant Manager	\$91,375	1	25%	0.25	\$ 22,844	\$91,375	1	25%	0.25	\$ 22,844
Path Case Manager	\$65,393	1	35%	0.35	\$ 22,888	\$65,393	1	35%	0.35	\$ 22,888
Path/Jelani Asst Director	\$109,455	1	15%	0.15	\$ 16,418	\$109,455	1	15%	0.15	\$ 16,418
	TOTAL SALARIES				\$ 62,150	TOTAL SALARIES				\$ 62,150
	TOTAL FTE				0.75	TOTAL FTE				0.75
	FRINGE BENEFIT RATE				22.00%	FRINGE BENEFIT RATE				22.00%
	EMPLOYEE FRINGE BENEFITS				\$ 13,673	EMPLOYEE FRINGE BENEFITS				\$ 13,673
	TOTAL SALARIES & BENEFITS				\$ 75,822	TOTAL SALARIES & BENEFITS				\$ 75,822

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE SERVICES
SALARY & BENEFIT DETAIL

Document Date	
Provider Name	
Program	
FSP Contract ID#	
Budget Name	

EXTENSION YEAR

POSITION TITLE	Year 8				All Years			
	Agency Totals		For HSH Funded Program		7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	Annual Full Time Salary (for 1.00 FTE)	Position FTE	% FTE funded by this budget	Adjusted Budgeted FTE	New	Current/Actuals		New
Path Assistant Manager	\$91,375	1	25%	0.25	\$ 22,844	\$ 46,390	\$ 137,063	\$ 183,453
Path Case Manager	\$65,393	1	35%	0.35	\$ 22,888	\$ 43,856	\$ 137,325	\$ 181,182
Path/Jelani Asst Director	\$109,455	1	15%	0.15	\$ 16,418	\$ 26,153	\$ 98,510	\$ 124,662
	TOTAL SALARIES				\$ 62,150	\$ 116,399	\$ 372,897	\$ 489,297
	TOTAL FTE				0.75			
	FRINGE BENEFIT RATE				22.00%			
	EMPLOYEE FRINGE BENEFITS				\$ 13,673	\$ 25,608	\$ 82,037	\$ 107,645
	TOTAL SALARIES & BENEFITS				\$ 75,822	\$ 142,007	\$ 454,935	\$ 596,942

DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING

OPERATING DETAIL

Document Date	7/1/2024
Provider Name	Homeless Prenatal Program
Program	Pregnancy Assistance with Temp
FSP Contract ID#	1000025293
Budget Name	Prop C - Support Services & Shel

EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR

	Year 1	Year 2	Year 3	Year 4	Year 5
	7/1/2022 - 6/30/2023	7/1/2023 - 6/30/2024	7/1/2024 - 6/30/2025	7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027
	Actuals	Current/Actuals	New	New	New
	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense
<u>Operating Expenses</u>					
Emergency Client Supplies	\$ 36,091	\$ 36,091	\$32,403	\$32,403	\$32,403
TOTAL OPERATING EXPENSES	\$ 36,091	\$ 36,091	\$ 32,403	\$ 32,403	\$ 32,403
<u>Other Expenses (not subject to indirect cost %)</u>					
COVID Hotel Rooms	\$ 112,000	\$ 112,000	\$ 112,000	\$ 112,000	\$ 112,000
COVID Hotel Contingency	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Adjustment for Actuals	\$ (38,126)		\$ -	\$ -	\$ -
TOTAL OTHER EXPENSES	\$ 74,874	\$ 113,000	\$ 113,000	\$ 113,000	\$ 113,000
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -

**DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE
OPERATING DETAIL**

Document Date
Provider Name
Program
FSP Contract ID#
Budget Name

EXTENSION YEAR EXTENSION YEAR EXTENSION YEAR

	Year 6	Year 7	Year 8	All Years		
	7/1/2027 - 6/30/2028	7/1/2028 - 6/30/2029	7/1/2029 - 6/30/2030	7/1/2022 - 6/30/2024	7/1/2022 - 6/30/2030	7/1/2022 - 6/30/2030
	New	New	New	Current/Actuals		New
<u>Operating Expenses</u>	Budgeted Expense	Budgeted Expense	Budgeted Expense	Budgeted Expense	Change	Budgeted Expense
Emergency Client Supplies	\$ 32,403	\$ 32,403	\$ 32,403	\$ 72,181	\$ 194,418	\$ 266,599
TOTAL OPERATING EXPENSES	\$ 32,403	\$ 32,403	\$ 32,403	\$ 72,181	\$ 194,418	\$ 266,599
Other Expenses (not subject to indirect cost %)						
COVID Hotel Rooms	\$ 112,000	\$ 112,000	\$ 112,000	\$ 224,000	\$ 672,000	\$ 896,000
COVID Hotel Contingency	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,000	\$ 6,000	\$ 8,000
Adjustment for Actuals	\$ -	\$ -	\$ -	\$ (38,126)	\$ -	\$ (38,126)
TOTAL OTHER EXPENSES	\$ 113,000	\$ 113,000	\$ 113,000	\$ 187,874	\$ 678,000	\$ 865,874
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

BUDGET NARRATIVE

Fiscal Year

Prop C - Support Services & Shel

FY24-25

<- Select from the drop-down list the fiscal year in which the proposed budget changes will first become effective

<u>Salaries & Benefits</u>	<u>Adjusted Budget FTE</u>	<u>Budgeted Salary</u>	<u>Justification</u>	<u>Calculation</u>	<u>Employee Name</u>
Path Assistant Manager	0.25	\$22,844	Assists Jelani Program Director in Managing the Path Contract. Engages with the Property Management Company and Other Social Service Agencies to ensure the best outcomes for the client. Supervise and assists the Path Case Manager. Provides Case Management, Meetings, Counseling, Referrals and Linkages, Tracks progress towards goals. Assistance with Housing Referrals, Wellness and Emergency Checks, Coordinate with Property Management Facility to Insure Positive Engaged Communication. Provides Supervision for the Path and Jelani Staff. Assists in contract negotiations and contract problem solving.	\$91,375 * FTE .25	Crater, Andrew
Path Case Manager	0.35	\$22,888			
Path/Jelani Asst Director	0.15	\$16,418			
TOTAL	0.75	\$ 62,150		\$109,455 * FTE .15	Holly Hsu
<u>Employee Fringe Benefits</u>		<u>\$ 13,673</u>	<u>Includes FICA, SSUI, Workers Compensation and Medical calculated at 22% of total salaries.</u>		
Salaries & Benefits Total		\$ 75,823			

<u>Operating Expenses</u>	<u>Budgeted Expense</u>	<u>Justification</u>	<u>Calculation</u>
Emergency Client Supplies	\$32,403	Welcome Kits for Moms, Car seats and Strollers, Food and Transportation Cards, Moving Support, Baby and Client Supplies	\$134,060/24-28 clients = approx.. \$5,000/client; portion covered by this budget
TOTAL OPERATING EXPENSES	\$ 32,403		
Indirect Cost	15.0%		
			\$ 16,234

<u>Other Expenses (not subject to indirect cost %)</u>	<u>Amount</u>	<u>Justification</u>	<u>Calculation</u>
Hotel Contingency	\$1,000	For any damages incurred during a clients stay at the Hotel beyond normal wear and tear	4 incidences at \$250.
COVID Hotel Rooms	\$112,000	Cost of 4 rooms for one year at the Tropica Hotel.	\$500. * 4 * 52 + extra day
Adjustment for Actuals	\$ -		
TOTAL OTHER EXPENSES	\$ 113,000		