

AMENDMENT I TO AGREEMENT

THIS AMENDMENT, hereinafter referred to as Amendment I is made and entered into this 5th day of November, 2019, by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY," and **WESTSIDE FAMILY PRESERVATION SERVICES NETWORK**, a California non-profit corporation, whose address is 16856 4th Street, Huron, CA 93234, hereinafter referred to as "SUBRECIPIENT."

WHEREAS, the parties entered into that certain Agreement, identified as COUNTY Agreement No. 19-080, effective February 12, 2019, for home visitation services for California Work Opportunity and Responsibility to Kids clients; and

WHEREAS, COUNTY desires to amend the Agreement to add funding to provide for distribution of material goods related to care, health, and safety of the child and family by SUBRECIPIENT to families during the course of SUBRECIPIENT's home visits; and

WHEREAS, COUNTY desires to amend the Agreement regarding said changes and restate the Agreement in its entirety.

NOW, THEREFORE, in consideration of their mutual promises, covenants and conditions, hereinafter set forth, the sufficiency of which is acknowledged, the parties agree as follows:

1. That the existing COUNTY Agreement No. 19-080, Page Two (2), Section Four (4) beginning with Line Twenty-Three (23), with the word "In" and ending on Page Two (2), Line Twenty-Four (24) with the number "\$470,000" be deleted and the following inserted in its place:

"For the period of February 12, 2019 to June 30, 2019, in no event shall services performed under this Agreement be in excess of One Hundred Thirty-Eight Thousand Two Hundred Thirty-Six and No/100 dollars (\$138,236). For the period of July 1, 2019 to June 30, 2020, in no event shall services performed under this Agreement be in excess of Three Hundred Forty-Six Thousand Seven Hundred Sixty-Four and No/100 dollars (\$346,764). The cumulative total of this Agreement shall not be in excess of Four Hundred Eighty-Five Thousand and No/100 dollars (\$485,000)."

2. That all references in existing COUNTY Agreement No. 19-080 to Exhibit A shall be changed to read "Revised Exhibit A," which is attached hereto and incorporated herein by this reference.

1 3. That all references in existing COUNTY Agreement No. 19-080 to Exhibit B shall be
2 changed to read "Revised Exhibit B," which is attached hereto and incorporated herein by this
3 reference.

4 COUNTY and CONTRACTOR agree that this Amendment I is sufficient to amend Agreement
5 No. 19-080 and, that upon execution of this Amendment I, the original Agreement and this Amendment
6 I, shall together be considered the Agreement.

7 The Agreement, as hereby amended, is ratified and continued. All provisions, terms,
8 covenants, conditions and promises contained in this Agreement not amended herein shall remain in
9 full force and effect. This Amendment I is effective retroactive to February 12, 2019.

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1 IN WITNESS WHEREOF, the parties hereto have executed this Amendment I to Agreement as of
2 the day and year hereinabove written.
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4 **SUBRECIPIENT:**
5 **WESTSIDE FAMILY PRESERVATION**
6 **SERVICES NETWORK**

COUNTY OF FRESNO

7 By: Francisco Chavez

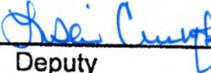
8 By: 
9 Nathan Magsig, Chairman of the Board of
10 Supervisors of the County of Fresno

11 Print Name: Francisco Chavez
12 Title: President
13 Chairman of the Board, or
14 President, or any Vice President

15 ATTEST:
16 BERNICE E. SEIDEL
17 Clerk of the Board of Supervisors
18 County of Fresno, State of California

19 By: Juanita M. Veliz

20 Print Name: Juanita M Veliz

21 By: 
22 Deputy

23 Title: TREASURER
24 Secretary (of Corporation), or
25 any Assistant Secretary, or
26 Chief Financial Officer, or
27 any Assistant Treasurer

28 Mailing Address:
16856 4th Street, P.O. Box 898
Huron, CA 93234
Phone No: (559) 945-1022
Contact: Jeannemarie Caris-McManus, Ph.D., Executive Director, CEO

FOR ACCOUNTING USE ONLY:

Fund/Subclass: 0001/10000
ORG No.: 56107001
Account No.: 7870/0

SUMMARY OF SERVICES

ORGANIZATION: Westside Family Preservation Services Network

ADDRESS: 16856 4th Street, P.O. Box 898
Huron, CA 93234

SERVICES: CalWORKs Home Visitation Services

TELEPHONE: (559) 945-1022

CONTACT: Jeannemarie Caris-McManus, Ph.D, Executive Director, CEO

TERM: February 12, 2019 – June 30, 2019 - \$138,235
July 1, 2019 – June 30, 2020 - \$346,765

CONTRACT MAXIMUM: \$485,000

I. SUMMARY OF SERVICES

The CalWORKs Home Visiting Program (HVP) is a voluntary program for first-time, low-income parents with a purpose of supporting health outcomes for pregnant and parenting women and infants born into poverty, expanding their future educational, economic, and financial capability opportunities, and improving the likelihood that they will exit poverty.

Subrecipient will provide home visiting services through contracted Neighborhood Resource Centers (NRCs) located in Coalinga and Huron, utilizing the Healthy Families America (HFA) model. HFA is designed for parents facing challenges such as single parenthood; low income; childhood history of abuse and other adverse child experiences; and current or previous issues related to substance abuse, mental health issues, and/or domestic violence.

Home visitors will utilize the Growing Great Kids (GGK) curriculum to provide the home visiting services. The GGK curriculum provides home visitors with research-informed, strength-based & solution-focused “Home Visit Conversation Guides” for engaging parents, cultivating secure attachments, and bolstering child development, while building parenting, family strengthening, and other essential life skills.

II. LOCATION OF SERVICES

	Coalinga NRC	Huron NRC
Zip Codes/Cities to be Served	Coalinga (93210)	Huron (93234)
Anticipated Number of Unduplicated Clients to be Served Annually	15	15

III. TARGET POPULATION

The primary population is a voluntary participant who is a member of a CalWORKs assistance unit, who is pregnant with no other children at the time of enrollment, or a first-time parent, or caretaker relative of a child less than twenty-four months at the time he or she enrolls in the HVI program. Families with more than one child receiving CalWORKs will be considered the secondary population. All referrals will be sent to the Subrecipient as predetermined to be eligible by the County. Any clients deemed potentially eligible by the Subrecipient should be referred back to the County.

IV. SUBRECIPIENT’S RESPONSIBILITIES

- A. All direct service and supervisory staff are to complete all evidence-based model and curricula trainings as required by the County, within a designated time-period determined by the County. Required training topics will include HFA, GGK, and County-specific benefit programs.
- B. Maintain fidelity to the HFA model.
 - 1. One home visit per week prenatally and for the first six months after the child’s birth. After the first six months, visits may be less frequent, based on families’ needs and progress over time. Visits will typically last one hour.
 - 2. All direct service staff, supervisors and program managers will complete all required HFA training.
 - 3. Complete the processes for HFA affiliation and accreditation.
 - 4. Maintain the staffing requirements prescribed by the HFA model.
- C. Maintain fidelity to the GGK curriculum
 - 1. All supervisors and home visitors will complete all required GGK training.

- D. Recruit participants through daily work in providing services to CalWORKs families that come into the resource center of their own volition. Subrecipient will contact County in order to confirm client eligibility.
- E. Collaborate with County to provide necessary referrals related to the following: (1) Prenatal, infant, and toddler care; (2) Infant and child nutrition; (3) Developmental screening assessments; (4) Parent education, parent and child interaction, child development, and child care; (5) Job readiness and barrier removal; and, (6) Domestic violence and sexual assault, mental health, and substance abuse treatment.
- F. Collaborate with County to determine appropriate amount of attempts to re-engage a family that has stopped participating.
- G. Distribute material goods related to care, health, and safety of the child and family, which shall not exceed five hundred dollars (\$500). Material goods include, but are not limited to: child safety kits, car seats, appliance repairs, adaptive equipment for children with disabilities, and resources related to child and family language and literacy needs.
- H. Collaborate with County to jointly develop process to determine when material goods will be offered, and how to track material goods expenditures.
- I. Complete case plans with clients, per the HFA model and GGK curriculum, and track client progress.
- J. Document services, as appropriate, using a designated computer software system as authorized by County.
- K. Complete annual Civil Rights training provided by County.
- L. Meet with County as often as needed.
- M. Provide reports and data as requested by County.

V. COUNTY RESPONSIBILITIES

- A. County staff will identify eligible clients that are part of both the primary and secondary populations.
- B. County will coordinate client outreach activities to eligible clients, via one-on-one staff and client interactions, both by phone and during in-person interviews. County will obtain permission to release client's information to the Subrecipient for contact.
- C. Collaborate with Subrecipient to provide necessary referrals related to the following: (1) Prenatal, infant, and toddler care; (2) Infant and child nutrition; (3) Developmental screening assessments; (4) Parent education, parent and child interaction, child development, and child care; (5) Job readiness and barrier removal; and, (6) Domestic violence and sexual assault, mental health, and substance abuse treatment.
- D. Collaborate with Subrecipient to determine appropriate amount of attempts to re-engage a family that has stopped participating.

- E. Collaborate with Subrecipient to jointly develop process to determine when material goods will be offered, and how to track material goods expenditures.
- F. Meet with Subrecipient as often as needed for service coordination, problem and issue resolution, information sharing, training, and review and monitoring of services.
- G. Coordinate and provide training in the following areas: CalWORKs, Medi-Cal, CalFresh, Special Supplemental Nutrition Program for Women, Infants and Children (WIC), and other programs, with county-specific information about how the home visiting professionals can help a parent access additional services for which he or she may be eligible and troubleshoot problems with benefits or eligibility that would impact his or her access to services. Training will also address cultural competency and implicit bias and strength-based practices for working with families with unmet needs.
- H. Provide annual Civil Rights training information and materials to Subrecipient.

VI. MONTHLY REPORTS AND OUTCOMES

Subrecipient shall provide County monthly activity reports on services rendered. Subrecipient and DSS shall mutually agree on changes to data tracking as needed and requested.

BUDGET SUMMARY (5 Months)**VENDOR NAME: Westside Family Preservation Services Network****February 12, 2019-June 30, 2019****Site 1 - Coalinga**

CATEGORY	TOTAL	
SALARIES & BENEFITS	\$	44,616
SERVICES & SUPPLIES	\$	17,589
INDIRECT COSTS	\$	6,913
TOTAL EXPENSES	\$	69,118

BUDGET SUMMARY (12 Months)**VENDOR NAME: Westside Family Preservation Services Network****July 1, 2019-June 30, 2020****Site 1 - Coalinga**

CATEGORY	BUDGET ITEM #	TOTAL
Salaries	0100	\$ 85,020
Payroll Taxes	0150	\$ 9,352
Benefits	0200	\$ -
SUBTOTAL:		\$ 94,372
SERVICES & SUPPLIES		
Insurance	0250	\$ 2,336
Communications	0300	\$ 5,760
Office Expense	0350	\$ 3,600
Equipment	0400	\$ 2,000
Facilities	0450	\$ 4,111
Travel Costs	0500	\$ 6,000
Program Supplies	0550	\$ 26,865
Consultancy/Subcontracts	0600	\$ -
Fiscal & Audits	0650	\$ 11,000
Training	0660	\$ -
Indirect Costs	0700	\$ 17,338
SUBTOTAL:		\$ 79,010
TOTAL EXPENSES		\$ 173,382

BUDGET EXPENSE CATEGORY DESCRIPTIONS			
July 1, 2019 - June 30, 2020			
NAME OF ORGANIZATION:		Westside Family Preservation Services Network	
NAME OF PROJECT:		CalWORKs HVP - Site 1: Coalinga NRC	
Account Number	Expense Category Descriptions		Account Total
0100	Salaries	Current staff salaries, fully staffed	\$ 85,020
0150	Payroll Taxes	@ 11%	\$ 9,352
0200	Benefits		\$ -
0250	Insurance	Allocated by FTE, 17%	\$ 2,336
0300	Communications	Cell phone stipends, portion of land line and internet (allocated by FTE)	\$ 5,760
0350	Office Expense	Toner; paper; office supplies at \$300 mo.	\$ 3,600
0400	Equipment	Two refurbished computers	\$ 2,000
0450	Facilities	Allocated by FTE and physical location of program staff	\$ 4,111
0500	Travel Costs	\$500/month	\$ 6,000
0550	Program Supplies	HFA/GGK training, Material Goods, Program Supplies	\$ 26,865
0600	Consultancy/Subcontracts		\$ -
0650	Fiscal & Audits	Payroll, invoicing and audit support of \$500/mo. plus \$5,000 per site toward Federal A-133 audit	\$ 11,000
0660	Training		\$ -
0700	Indirect Costs	10%	\$ 17,338
Budget Total			\$ 173,382

BUDGET SUMMARY (5 Months)**VENDOR NAME: Westside Family Preservation Services Network****February 12, 2019-June 30, 2019****Site 2 - Huron**

CATEGORY	TOTAL	
SALARIES & BENEFITS	\$	44,616
SERVICES & SUPPLIES	\$	17,589
INDIRECT COSTS	\$	6,913
TOTAL EXPENSES	\$	69,118

BUDGET SUMMARY (12 Months)**VENDOR NAME: Westside Family Preservation Services Network****July 1, 2019-June 30, 2020****Site 2 - Huron**

CATEGORY	BUDGET ITEM #	TOTAL
Salaries	0100	\$ 85,020
Payroll Taxes	0150	\$ 9,352
Benefits	0200	\$ -
SUBTOTAL:		\$ 94,372
SERVICES & SUPPLIES		
Insurance	0250	\$ 1,511
Communications	0300	\$ 3,720
Office Expense	0350	\$ 7,800
Equipment	0400	\$ 5,600
Facilities	0450	\$ 1,500
Travel Costs	0500	\$ 7,041
Program Supplies	0550	\$ 23,500
Consultancy/Subcontracts	0600	\$ -
Fiscal & Audits	0650	\$ 11,000
Training	0660	\$ -
Indirect Costs	0700	\$ 17,338
SUBTOTAL:		\$ 79,010
TOTAL EXPENSES		\$ 173,382

BUDGET EXPENSE CATEGORY DESCRIPTIONS			
July 1, 2019 - June 30, 2020			
NAME OF ORGANIZATION:		Westside Family Preservation Services Network	
NAME OF PROJECT:		CalWORKs HVP - Site 2: Huron NRC	
Account Number	Expense Category Descriptions		Account Total
0100	Salaries	Current staff salaries, fully staffed	\$ 85,020
0150	Payroll Taxes	@ 11%	\$ 9,352
0200	Benefits		\$ -
0250	Insurance	Allocated by FTE, 11%	\$ 1,511
0300	Communications	Cell phone stipends, portion of land line and internet (allocated by FTE)	\$ 3,720
0350	Office Expense	Toner; paper; office supplies at \$150mo., plus \$500/mo. executive expenditures	\$ 7,800
0400	Equipment	Two refurbished computers, two printers, two used cubicles	\$ 5,600
0450	Facilities	Allocated by FTE and physical location of program staff	\$ 1,500
0500	Travel Costs	\$500/month, plus \$87/month for PM	\$ 7,041
0550	Program Supplies	HFA/GGK training, Material Goods, Program Supplies	\$ 23,500
0600	Consultancy/Subcontracts		\$ -
0650	Fiscal & Audits	Payroll, invoicing and audit support of \$500/mo. plus \$5,000 per site toward Federal A-133 audit	\$ 11,000
0660	Training		\$ -
0700	Indirect Costs	10%	\$ 17,338
Budget Total			\$ 173,382