

**AMENDMENT NO. 3 TO AGREEMENT**

THIS AMENDMENT, hereinafter referred to as Amendment No. 3, is made and entered into this 5th day of September, 2023, by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY," and America Works of California, Inc., a for profit corporation, whose address is 228 East 45<sup>th</sup> Street, 16<sup>th</sup> Floor, New York, NY 10017, hereinafter referred to as "SUBRECIPIENT."

**RECITALS:**

A. The parties entered into that certain Agreement, identified as COUNTY Agreement No. 19-157, effective March 26, 2019, COUNTY's Amendment No. 1, identified as Agreement No. 19-157-1, effective November 19, 2019 ("Amendment No. 1"), and COUNTY's Amendment No. 2, identified as Agreement No.19-157-2 effective August 10, 2021 ("Amendment No. 2"), hereinafter referred to collectively as COUNTY's Agreement No.19-157 for CalFresh Employment and Training services; for COUNTY's Departments of Social Services (DSS); and

B. The parties desire to amend the Agreement regarding changes as stated below and restate the Agreement in its entirety.

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

1. That the existing COUNTY Agreement No.19-157, Page Two (2), Section (2) beginning with Line Two (2), with the word "The" and ending on Page Two (2), Line Seven (7) with the word "performance.", as amended by Amendment No.1, Page One (1), Section One (1) beginning with Line Twenty-Two (22), with the word "The" and ending on Page One (1), Line Twenty-Six (26) with the word "performance.", as amended by Amendment No. 2, Page one (1), Section one (1) beginning with Line Twenty-Seven (27), with the word "The" and ending on Page one (1), Line Twenty-Eight (28) with the number "2023.", be deleted and the following inserted in its place:

**"2. TERM**

The term of this Agreement shall commence on March 26, 2019, through and including September 30, 2024."

2. That the existing COUNTY Agreement No.19-157, Page Three (3), Section Four (4) beginning with Line Eight (8), with the word "In" and ending on Page Three (3), Line Twenty-Four (24)

1 with the dollar amount “(\$256,260).”, as amended by Amendment No. 1, Page Two (2), Section Two  
2 (2) beginning with Line Two (2) with the word “In” and ending on Page Two (2), Line Nineteen (19)  
3 with the dollar amount “(\$256,960).”, as amended by Amendment No 2, Page Two (2), Section Two  
4 (2) beginning with Line Four (4), with the word “In” and ending on Page Two (2), Line Ten (10) with  
5 the dollar amount “(\$3,381,070).”, be deleted and the following inserted in its place:

6 **“4. COMPENSATION**

7 For actual services provided pursuant to the terms of this Agreement, COUNTY agrees to pay  
8 SUBRCIPIENT and SUBRECIPIENT agrees to receive compensation in accordance with Exhibit B,  
9 Budget Summary. Mandated travel shall be reimbursed based on actual expenditures and mileage  
10 reimbursement shall be at SUBRECIPIENT’s adopted rate per mile, not to exceed the IRS published  
11 rate.

12 In no event shall the cumulative total of this Agreement exceed Three Million Three Hundred  
13 Ninety-One Thousand Six Hundred Eighty-Nine and No/100 Dollars (\$3,391,689). In no event shall  
14 the actual services performed under this Agreement exceed Five Hundred Eighty-Seven Thousand  
15 One Hundred Thirty-Four and No/100 Dollars (\$587,134) for the initial period of March 26, 2019,  
16 through September 30, 2019. In no event shall actual services performed under this Agreement  
17 exceed Five Hundred Sixty-Seven Thousand Seven Hundred Eighty-Nine and No/100 Dollars  
18 (\$567,789) for the period of October 1, 2019, through September 30, 2020. In no event shall the  
19 actual services performed under this Agreement exceed Six Hundred Sixty-Five Thousand Two  
20 Hundred Forty-Nine and No/100 Dollars (\$665,249) for the period of October 1, 2020, through  
21 September 30, 2021. In no event shall the actual services performed under this Agreement exceed  
22 Five Hundred Thirty-Four Thousand Four Hundred Ninety and No/100 Dollars (\$534,490) for the  
23 period of October 1, 2021, through September 30, 2022. In no event shall the actual services  
24 performed under this Agreement exceed Five Hundred Seven Thousand Three Hundred Eighty-Nine  
25 and No/100 Dollars (\$507,389) for the period of October 1, 2022, through September 30, 2023. In no  
26 event shall the actual services performed under this Agreement exceed Five Hundred Twenty-Nine  
27 Thousand Six Hundred Thirty-Eight and No/100 Dollars (\$529,638) for the period of October 1, 2023,  
28 through September 30, 2024.

1 The not-to-exceed amounts set forth above include amounts for provisions of ancillary/support  
2 service reimbursements made by the SUBRECIPIENT to participants served by the SUBRECIPIENT  
3 under this Agreement. For such ancillary/support service reimbursements made by the  
4 SUBRECIPIENT, COUNTY will reimburse SUBRECIPIENT for 50% of the ancillary/support service  
5 reimbursements claimed by SUBRECIPIENT and the SUBRECIPIENT is responsible for paying the  
6 other 50% of the ancillary/support service reimbursements claimed by the SUBRECIPIENT. Total  
7 ancillary/support service expenditures claimed by SUBRECIPIENT shall not exceed Fifty-Three  
8 Thousand One Hundred Twenty and No/100 Dollars (\$53,120) for the period March 26, 2019,  
9 through September 30, 2019, and One Hundred One Thousand Nine Hundred Twenty and No/100  
10 Dollars (\$101,920) for each subsequent Twelve (12) month period of this Agreement. The cumulative  
11 total ancillary/support service expenditures claimed by SUBRECIPIENT for this Agreement shall not  
12 exceed Five Hundred Sixty-Two Thousand Seven Hundred Twenty and No/100 Dollars (\$562,720).

13 The SUBRECIPIENT is solely responsible for all costs and expenses that are not specified as  
14 payable by the County under this Agreement. If SUBRECIPIENT should fail to comply with any  
15 provision of the Agreement, COUNTY shall be relieved of its obligation for further compensation. Any  
16 compensation which is not expended by SUBRECIPIENT pursuant to the terms and conditions of this  
17 Agreement shall automatically revert to COUNTY.

18 SUBRECIPIENT acknowledges that COUNTY is a local government entity and does so with  
19 notice that the COUNTY's powers are limited by the California Constitution and by State law, and with  
20 notice that SUBRECIPIENT may receive compensation under this Agreement only for services  
21 performed according to the terms of this Agreement and while this Agreement is in effect, and subject  
22 to the maximum amount payable under this section. SUBRECIPIENT further acknowledges that  
23 COUNTY's employees have no authority to pay SUBRECIPIENT except as expressly provided in this  
24 Agreement.

25 The services provided by the SUBRECIPIENT under this Agreement are funded in whole or in  
26 part by the State of California and the United States Federal government. In the event that funding for  
27 these services is delayed by the State Controller or the Federal government, COUNTY may defer  
28 payment to SUBRECIPIENT. The amount of the deferred payment shall not exceed the amount of

1 funding delayed to the COUNTY. The period of time of the deferral by COUNTY shall not exceed the  
2 period of time of the State Controller's or Federal government's delay of payment to COUNTY plus  
3 forty-five (45) days."

4 3. That the existing COUNTY Agreement No. 19-157, Page Four (4), Section Five (5)  
5 beginning with Line Twelve (12), with the word "SUBRECIPIENT" and ending on Page Four (4), Line  
6 Thirteen (13) with the word "to:", as amended by Amendment No. 1, Page Two (2), Section Three (3)  
7 beginning with Line Twenty-Three (23) with the word "SUBRECIPIENT" and ending on Page Two (2),  
8 Line Twenty-Four (24) with the word "to:", as amended by Amendment No 2, Page Two (2), Section  
9 Four (4) beginning with Line Twenty (20), with the word "SUBRECIPIENT" and ending on Page Three  
10 (3), Line Four (4) with the word "included.", be deleted and the following inserted in its place:

11 **5. INVOICING**

12 SUBRECIPIENT shall invoice COUNTY's DSS in arrears by the fifteenth (15<sup>th</sup>) of each  
13 month for expenditures incurred to provide services rendered in the previous month to:

14 [DSSInvoices@fresnocountyca.gov](mailto:DSSInvoices@fresnocountyca.gov). Payments by COUNTY's DSS shall be in arrears, for actual  
15 services provided during the preceding month, within forty-five (45) days after receipt, verification,  
16 and approval of SUBRECIPIENT's invoices by COUNTY's DSS. A monthly activity report shall  
17 accompany the invoice, reflecting services supported by the invoiced expenditures and be in a form  
18 and such detail as acceptable to the COUNTY's DSS.

19 Monthly invoices must be submitted with accompanying back-up documentation, which must  
20 provide proof of payment for all costs billed on the invoice. Expenditures must be billed to the invoice  
21 corresponding to the month in which the expenditure was paid. All expenditures shall be reimbursed  
22 on a cash basis and will not be reimbursed until paid by SUBRECIPIENT. Cost incurred via credit  
23 card are not considered paid until the credit card payment has been made and must be invoiced with  
24 verification of credit card payment included.

25 At the discretion of COUNTY's DSS Director or designee, if an invoice is incorrect or is  
26 otherwise not in proper form or detail, COUNTY's DSS Director or designee shall have the right to  
27 withhold full payment of the invoice that is incorrect or improper after five (5) days prior written notice  
28 or email correspondence to SUBRECIPIENT. SUBRECIPIENT agrees to continue to provide services

1 for a period of ninety (90) days after written or email notification of an incorrect or improper invoice. If  
2 after ninety (90) day period the invoice(s) is still not corrected to the COUNTY's DSS satisfaction,  
3 COUNTY or COUNTY's DSS Director or designee may elect to terminate this Agreement, pursuant to  
4 the termination provisions stated in Paragraph Three (3) of this Agreement. All final claims shall be  
5 submitted by SUBRECIPIENT within sixty (60) days following the month of actual service for which  
6 payment is claimed. No payment for services shall be made by COUNTY's DSS on claims submitted  
7 beyond sixty (60) days following the month of actual service for which payment is invoiced."

8 4. That all references in existing COUNTY Agreement No. 19-157 to Revised Exhibit A-2  
9 shall be changed to read "Revised Exhibit A-3," where appropriate, which is attached hereto and  
10 incorporated herein by this reference.

11 5. That all references in existing COUNTY Agreement No. 19-159 to Revised Exhibit B-2  
12 shall be changed to read "Revised Exhibit B-3," where appropriate, which is attached hereto and  
13 incorporated herein by this reference.

14 6. COUNTY When both parties have signed this Amendment No. 3, the Agreement,  
15 Amendment No. 1, Amendment No. 2, and this Amendment No. 3 together constitute the Agreement.

16 7. The SUBRECIPIENT represents and warrants to the COUNTY that:

17 a. The SUBRECIPIENT is duly authorized and empowered to sign and perform its  
18 obligations under this amendment.

19 b. The individual signing this Amendment on behalf of the SUBRECIPIENT is duly  
20 authorized to do so and his or her signature on this Amendment legally binds the SUBRECIPIENT to  
21 the terms of this Amendment.

22 8. The parties agree that this Amendment may be executed by electronic signature as  
23 provided in this section.

24 a. An "electronic signature" means any symbol or process intended by an  
25 individual signing this Amendment No. 3 to represent their signature, including but not limited to (1) a  
26 digital signature; (2) a faxed version of an original handwritten signature; or (3) an electronically  
27 scanned and transmitted (for example by PDF document) of a handwritten signature.

28 b. Each electronic signature affixed or attached to this Amendment No. 3 (1)

1 is deemed equivalent to a valid original handwritten signature of the person signing this Amendment  
2 No. 3 for all purposes, including but not limited to evidentiary proof in any administrative or judicial  
3 proceeding, and (2) has the same force and effect as the valid original handwritten signature of that  
4 person.

5 c. The provisions of this section satisfy the requirements of Civil Code section 1633.5,  
6 subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part 2, Title 2.5,  
7 beginning with Section 1633.1).

8 d. Each party using a digital signature represents that it has undertaken and satisfied the  
9 requirements of Government Code section 16.5, subdivision (a), paragraphs (1) through (5), and  
10 agree that each other party may rely upon that representation.

11 e. This Amendment No. 3 is not conditioned upon the parties conducting the transactions  
12 under it by electronic means and either party may sign this Agreement with an original handwritten  
13 signature.

14 9. COUNTY and SUBRECIPIENT agree that this Amendment No. 3 is sufficient to amend  
15 Agreement No. 22-105 and, that upon execution of this Amendment No. 3, the original Agreement,  
16 Amendment No. 1, Amendment No. 2, and this Amendment No. 3, shall together be considered the  
17 Agreement.

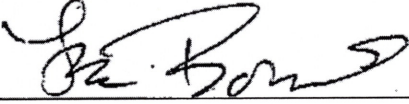
18 The Agreement as previously amended and as amended by this Amendment No. 3 is ratified and  
19 continued. All provisions of the Agreement as previously amended and not amended by this  
20 Amendment No. 3 remain in full force and effect.

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28 ///

1 The parties are executing this Amendment No. 3 to Agreement No.19-157 on the date stated in the  
2 introductory clause.

3 **CONTRACTOR:**  
4 **AMERICA WORKS OF CALIFORNIA, INC.**

**COUNTY OF FRESNO**

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6 \_\_\_\_\_

7   
8 \_\_\_\_\_  
9 Sal Quintero, Chairman of the Board of  
10 Supervisors of the County of Fresno

11 Print Name: Lee Bowes

12 Title: CEO  
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: Alexandria Vieira

20 Mailing Address:

21 228 East 45<sup>th</sup> Street, 16<sup>th</sup> Floor  
22 New York, NY 10017  
23 Phone No.: (718) 673-6700 x 134  
24 Contact: Ruthy Schoenfeld, General Counsel

25 FOR ACCOUNTING USE ONLY:

26 Fund/Subclass: 0001/10000  
27 Organization: 56107001  
28 Account: 7870

SB:rmv

## **SUMMARY OF SERVICES**

ORGANIZATION: America Works of California, Inc.

ADDRESS: 228 East 45<sup>th</sup> Street. 16<sup>th</sup> Floor, New York, NY. 10017

SERVICE ADDRESS: 1477 E. Shaw, Ste. 100, Fresno, CA. 93710

SERVICES: CalFresh Employment and Training

TELEPHONE: (212) 599-5627 x179

CONTACT: Melissa Wotton, General Counsel

EMAIL: mwotton@americaworks.com

CONTRACT PERIOD: Term 1: March 26, 2019 through September 30, 2019  
Term 2: October 1, 2019 through September 30, 2020  
Term 3: October 1, 2020 through September 30, 2021  
Term 4: October 1, 2021 through September 30, 2022  
Term 5: October 1, 2022 through September 30, 2023  
Term 6: October 1, 2023 through September 30, 2024

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### **I. SUMMARY OF SERVICES**

America Works of California, Inc. (AWCA) shall provide a CalFresh Employment and Training (CFET) program with a jobs-first approach for recipients of General Relief (GR) also receiving CalFresh (CF) benefits. Program components will include Job Search/Job Search Training (JST), Education, On-the-Job-Training (OJT), and Retention. OJT services will be provided for the first term only (March 26, 2019, through September 30, 2019).

### **II. TARGET POPULATION**

The target population are recipients of GR and CF benefits who reside in Fresno County. Referral to the CFET program will be dependent on the Eligibility Workers' determination of the client's ability to participate. The majority of services will be provided in metropolitan Fresno with services for rural participants delivered in Reedley.

### **III. CONTRACTOR'S RESPONSIBILITIES**

AWCA will receive direct referrals from the Department for enrollment into the CFET program. AWCA will not advertise, recruit, or accept referrals for CFET by any other method.

AWCA shall ensure all participants enrolled in the CFET program are CalFresh eligible. Eligibility verification will be completed at each interaction with the participant by using the provided telephone number for Community Based Organizations to verify client eligibility for GR and CF. AWCA will not deny services to any participant sent by the Department that is

determined eligible. AWCA will not terminate a participant from the CFET program without first discussing the reasoning and possible alternatives with the Department.

AWCA will ensure that limited English Proficiency (LEP) participants have meaningful, effective and equal access at every point of contact with program services for threshold languages: English, Spanish, and Hmong.

AWCA will meet with Department staff as often as needed to exchange pertinent information, resolve issues, and work together to coordinate services in the best interest of the participant. Emails shall be responded to within 24 hours.

AWCA shall provide the following:

**A. Operational Hours**

1. Hours of operation will include Monday through Friday 8:30am-5:00pm.
2. Evening hours will be available by appointment.

**B. Intake, Assessment and Orientation**

1. The Admin/Outreach Coordinator with AWCA will perform a brief intake of all referrals sent by the Department within five business days, build the case file, and accept all appropriate referrals.
2. Assessment includes:
  - a) Verification of eligibility for CFET
  - b) Collection of participant data for the case file
  - c) Review of AWCA policies and procedures
  - d) Orientation
3. Orientations can accommodate up to 20 participants. They will be held every Monday and will include morning and afternoon sessions. The following tests will be administered during orientation:
  - a) Test of Adult Basic Education (TABE)
  - b) O\*Net
  - c) Barriers to Success Inventory (BESI)
5. AWCA will create an Employment Plan for participants which includes:
  - a) Participant activities
  - b) Services to be provided by AWCA
  - c) An opportunity to change the plan at the request of participant
6. AWCA will attempt to make contact with participants that fail to show for their Assessment and/or Orientation within five business days. Contact, or attempt thereof, will be made twice per week for two weeks and may be made by one of the following:
  - a) Phone call
  - b) Text message
  - c) Social media (on a case-by-case basis)
  - d) Letter
7. AWCA will notify the Department of any participants who fail to show for intake following their referral from the Department, decline services or are assessed and deemed not appropriate for services within five business days.

**C. Job Search Training (JST)**

1. AWCA will administer the VIA Assessment of Character Strengths.
2. AWCA will place results of the VIA Assessment of Character Strengths in participant's file and will share results with participant and other team members as appropriate.
3. AWCA will provide JST over a four day course consisting of curriculum that enhances participants' job readiness and includes, but is not limited to the following:
  - a) Basic computer skills
  - b) Job search strategies
  - c) Comprehensive interview preparation
  - d) Mock interviews
  - e) Common workplace etiquette
  - f) Career coaching
  - g) Job opportunities
  - h) Financial counseling
  - i) Problem solving for transportation issues
  - j) Social support development
  - k) Resume & Cover Letter Preparation
  - l) Effective job searching techniques
  - m) Online and handwritten application processes
  - n) Face-to-face and telephone interview skills
  - o) Appropriate dress and hygiene
  - p) Understanding employer expectations
  - q) Teamwork
  - r) Effective communication
  - s) Problem solving
  - t) Obtaining and retaining employment
  - u) Promotion assistance
4. AWCA will match participants to available jobs with partnered employers. These jobs may or may not fall in line with the immediate career goal as the nature of this program is a jobs-first approach. The participant will be guided towards available job opportunities and ultimately will make the decision to apply.

**D. Education**

1. AWCA will refer participants to educational and occupational skill building opportunities available through other programs such as:
  - a) Training scholarships from Workforce Connection
  - b) Adult Basic Education or GED preparation through WIOA Title II funds
  - c) Digital literacy and English as a Second Language
  - d) Short-term training and certifications such as food service or forklift driving
2. For participants interested in certificate or vocational training, AWCA will assist with finding an approved local training provider.
3. AWCA will continue to cultivate relationships with providers that may not currently exist in an effort to expand participant options.

**E. On-the-Job-Training (OJT) – First term only**

1. AWCA will ensure \$112,500 of the budget for the initial 6-month term of the Agreement is utilized for the development and administration of the OJT component.
2. AWCA will utilize current relationships with employers and develop OJTs that provide paid on-the-job training to participants for up to three months.

3. AWCA will check-in with participants in placement at OJTs while allowing the participant more freedom to be in control of their progress.
4. AWCA will complete the Survey of Character Strengths with participants.
  - a) Surveys will be conducted Tuesday – Friday and will include a morning and afternoon session each day.
  - b) Each session will accommodate up to 15 participants.
5. AWCA will maintain ongoing contact with participants in OJT, case management for this component will remain consistent with normal case management activities with the exception of fewer required check-ins as the participant is encouraged to begin to navigate challenges with minimal interjection.

#### **F. Job Retention**

1. AWCA will provide reimbursement for job related needs for up to 90 days from the date of employment, including but not limited to:
  - a) Transportation to and from authorized activities
  - b) Work-related clothing
  - c) Work-related tools
  - d) Work licenses such as job training certifications
2. AWCA will make weekly contact with participants to discuss status of employment.
3. AWCA will reassess participants two weeks after placement for barriers.
4. AWCA will advocate for participants in the workplace and provide participant support.
5. AWCA will maintain regular contact with participant's employer, including serving as a mediator between participant and employer, if necessary.
6. AWCA will visit the participant while in placement and:
  - a) Check with participant on job satisfaction.
  - b) Check with employer on satisfaction with participant.
  - c) Check if there are any issues with placement.
7. AWCA will continue to provide job retention services for 90 days after job placement.
8. If termination occurs AWCA will:
  - a) Meet with participant to discuss the reason for termination and connect any issues back to the lessons learned in JST by reviewing the curriculum.
  - b) Work with participant to ensure job readiness.
  - c) Connect participant to new job opportunities.

#### **G. Ancillary/Participant Reimbursement**

AWCA is required to provide ancillary/participant reimbursement to aid in barrier removal for participation the CFET program. Allowable reimbursements must be reasonable and necessary, follow CFET guidelines and be approved by the Department. See Exhibit B-3 for more detail.

#### **H. Disengaged Participants**

1. AWCA will attempt to make contact with disengaged participants by:
  - a) Contacting the participant by phone and text twice per week for two weeks.
  - b) Contact through social media (case by case basis).
  - b) Send a letter/email to those not reached by phone.
2. Participants will have 10 days from the final notice to schedule and comply with an in-office appointment or CFET services will be discontinued.
3. AWCA will notify DSS within five business days of a participant becoming disengaged.

**I. Referrals**

AWCA will refer participant, when needed, to nontraditional supportive services including but not limited to:

1. Emergency housing
2. Basic grooming
3. Legal services

**J. Reedley Participants**

AWCA will provide the same employment and training services that metro is receiving to rural participants in Reedley.

1. AWCA will have access to office space in the DSS Office located in Reedley.
2. AWCA will have access to space to conduct Orientation in the DSS Office located in Reedley.
3. Services will be provided on a set schedule mutually agreed upon by the Department and AWCA consisting of visits once a month at minimum.
4. After the JST component is complete, participants will be seen by appointment at the DSS Reedley office.

**K. Case Documentation and Reports**

AWCA will maintain accurate and timely case documentation which includes, but is not limited to:

1. Job search records
2. Verification that the participant submitted relevant job search records to their assigned DSS Eligibility Worker as required for GR participation. To remain GR eligible, the participant must submit verification that three to five job searches per week are being completed. This requirement is in place until the participant is either employed or their GR time limit expires.
3. Job application, Resume and Cover Letter
4. Employment data entered weekly including:
  - a) Start date
  - b) Hours worked per week
  - c) Pay rate
  - d) Timesheets/Schedule
5. Component data entered weekly including:
  - a) Attendance
  - b) Grade (if applicable to the education component)
  - c) Completion records
  - d) Other relevant information pertaining to the component
6. Case narrative including:
  - a) Chronological record of individual interviews
  - b) Counseling sessions
  - c) Referred Services
  - d) Other relevant contacts with participants
  - e) Termination summary indicating the reason for termination from the program, services provided, and outcomes
  - f) A completion summary indicating services provided and outcomes
7. Signed and dated Employment Plan
8. Signed and dated Grievance Procedure

AWCA will provide participant data reports to the Department on a monthly basis. Requested data will include, but is not limited to:

1. Number of referrals from the Department
2. Number of participants that accepted CFET services
3. Number of JST Orientations in the month
4. Number of OJT employers available to participants in the month
5. Number of participants referred to OJT in the month
6. Number of participants hired on with an OJT employer
7. Number of participants beginning employment in the month – non-OJT
8. Number of participants engaged in each component

#### **IV. COUNTY RESPONSIBILITIES**

The Department shall be responsible for referring eligible clients that are recipients of GR and CF benefits to AWCA for assessment and enrollment to the CFET program.

The Department shall meet with AWCA monthly, or more often, if necessary, to exchange pertinent information, resolve issues, and work together to coordinate services in the best interest of the participant.

#### **V. OUTCOMES**

AWCA shall meet the following performance outcomes:

1. **Participant Enrollment:** Enroll at least 65% of GR recipients referred by the Department into CFET.
2. **Participant Employed:** While enrolled in the CFET program, at least 50% of participants will find gainful employment working an average of 15 hours or more per week.
3. **OJT Placements:** Place 60 participants into the OJT component. (First term only.)
4. **OJT Completions:** Of the enrolled OJT participants, 50% will complete the 3 months of OJT training. (First term only.)
5. **Educational or Vocational Program Enrollment:** 30% of participants will enroll in an educational or vocational training program.
6. **Educational or Vocational Program Completion:** Of the enrolled educational or vocational participants, 50% will complete their program with the accompanying certificate.
7. **Reduction or Termination of CalFresh Benefits:** At least 50% of employed participants will experience either a reduction of their CF benefits or termination of benefits due to going over their Income Threshold Rate while enrolled in the CFET program.

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: March 26, 2019 through September 30, 2019  
 CONTRACT AMOUNT: Not to exceed \$587,134.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$181,093.00
Payroll Taxes	0150	\$33,412.00
Benefits	0200	\$17,807.00
Salaries & Benefits Subtotal		\$232,312.00
<u>SERVICES &amp; SUPPLIES</u>		
Insurance	0250	\$3,762.00
Communications	0300	\$5,400.00
Office Expense	0350	\$18,300.00
Office Rental – Facilities	0450	\$30,000.00
Equipment Rental	0400	\$108,123.00
Utilities	0460	\$4,800.00
Transportation – Mileage	0700	\$9,000.00
Program Supplies/Services	0550	\$112,500.00
Indirect Costs	0850	\$36,377.00
Services & Supplies Subtotal		\$328,262.00
Maximum Ancillary/Support		\$53,120.00
<b>TOTAL</b>		<b>\$613,694.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: March 26, 2019 through September 30, 2019  
 CONTRACT AMOUNT: Not to exceed \$587,134.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	20%	\$8,093.00
Program Coordinator (Temp)	1	100%	\$19,250.00
Corporate Representative	3	100%	\$73,750.00
Sales Representative #1	1	100%	\$27,500.00
Sales Representative #2	1	50%	\$12,500.00
Trainer	1	100%	\$20,000.00
Outreach/Administrative Asst.	1	100%	\$20,000.00

**\$181,093.00**

**BENEFITS**

<u>Employment Benefits &amp; Payroll Taxes</u>			<u>Item Total</u>
FICA	Payroll Taxes	7.65%	<u>\$13,854.00</u>
SDI	Payroll Taxes	1.00%	<u>\$1,811.00</u>
SUI	Payroll Taxes	3.40%	<u>\$2,142.00</u>
FUTA	Employment Benefits	0.07%	<u>\$127.00</u>
Health Benefits	Employment Benefits	18.38%	<u>\$33,285.00</u>
Total Benefits/Payroll Taxes			<u>\$51,219.00</u>
<b>TOTAL SALARIES &amp; BENEFITS</b>			<b><u>\$232,312.00</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: March 26, 2019 through September 30, 2019  
 CONTRACT AMOUNT: Not to exceed \$587,134.00

<b>ACCOUNT NUMBER</b>	<b>CATEGORY &amp; DESCRIPTION</b>	<b>TOTAL</b>
	<u>INSURANCE</u> General Liability Workers Compensation	<b>\$3,762.00</b>
	<u>COMMUNICATION</u> Internet Telephone	<b>\$5,400.00</b>
	<u>OFFICE EXPENSE</u>	<b>\$18,300.00</b>
	<u>OFFICE RENTAL</u>	<b>\$30,000.00</b>
	<u>EQUIPMENT</u> Desk/Computer Stations Large Printer/Scanner Standard Staff Printer Phone & Cabling Office Setup Security System Participant Desks Training Room Flat Screen Panel Participant Computer Lab Reception & Waiting Area Furniture	<b>\$108,123.00</b>
	<u>UTILITIES</u>	<b>\$4,800.00</b>
	<u>TRANSPORTATION</u>	<b>\$9,000.00</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> OJT wage reimbursements to employers at 50%	<b>\$112,500.00</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator	<b>\$36,377.00</b>

**\$328,262.00**

**BUDGET DETAIL – ON-THE-JOB-TRAINING**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: March 26, 2019 through September 30, 2019  
 CONTRACT AMOUNT: Not to exceed \$587,134.00

<b>BUDGET LINE ITEM</b>	<b>DESCRIPTION &amp; CALCULATION</b>	<b>TOTAL</b>
On-the-Job-Training	60 participants will work 20 hours per week for 4 weeks @ minimum wage or \$12 per hour with 50% reimbursed to employers. (60p x \$12w x 20h x 4w x 50%)	<b>\$28,800.00</b>
	52 participants will work 20 hours per week for an additional 4 weeks (2 months total) @ minimum wage or \$12 per hour with 50% reimbursed to employers. (52p x \$12w x 20h x 4w x 50%)	<b>\$24,960.00</b>
	41 participants will work 20 hours per week for an additional 5 weeks (3 months total) @ minimum wage or \$12 per hour with 50% reimbursed to employers. (41p x \$12w x 20h x 5w x 50%)	<b>\$24,600.00</b>
OJT Coordinator	Annual Salary \$52,500 (6 months charged)	<b>\$26,250.00</b>
OJT Payroll Taxes	Includes FICA, SUI, and SDI	<b>\$3,178.00</b>
OJT Payroll Benefits	Includes Health Benefits and FUTA	<b>\$4,712.00</b>
<b>Total</b>		<b>\$112,500.00</b>

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: March 26, 2019 through September 30, 2019

CONTRACT AMOUNT: Not to exceed \$587,134.00

TOTAL SALARIES & BENEFITS: \$232,312.00

TOTAL SERVICE & SUPPLIES: \$328,262.00

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$53,120.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$26,560.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$587,134.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Tuition and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal services (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2019 through September 30, 2020  
 CONTRACT AMOUNT: Not to exceed \$567,789.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$294,050.00
Payroll Taxes	0150	\$27,101.32
Benefits	0200	\$54,252.23
Salaries & Benefits Subtotal		\$375,403.55
<u>SERVICES &amp; SUPPLIES</u>		
Communications	0300	\$7,600.00
Office Expense	0350	\$14,500.00
Office Rental – Facilities	0450	\$55,400.00
Transportation – Mileage	0700	\$6,600.00
Program Supplies/Services	0550	\$15,500.00
Indirect Costs	0850	\$41,825.45
Services & Supplies Subtotal		\$141,425.45
Salaries & Benefits and Service & Supplies Subtotal		\$516,829.00
Maximum Ancillary/Support		\$101,920.00
<b>TOTAL</b>		<b>\$618,749.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2019 through September 30, 2020  
 CONTRACT AMOUNT: Not to exceed \$567,789.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	35%	\$29,050.00
Sr. Corporate Representative	1	100%	\$55,000.00
Corporate Representative	1	100%	\$50,000.00
Sales Representative #1	1	100%	\$50,000.00
Sales Representative #2	1	50%	\$25,000.00
Trainer	1	100%	\$45,000.00
Outreach/Administrative Asst.	1	100%	\$40,000.00

**\$294,050.00**

**BENEFITS**

Employment Benefits & Payroll Taxes

			<u>Item Total</u>
FICA	Payroll Taxes	7.65%	\$22,494.83
SDI	Payroll Taxes	1.00%	\$2,940.50
SUI	Payroll Taxes	3.40%	\$1,666.00
FUTA	Employment Benefits	0.07%	\$205.83
Health Benefits	Employment Benefits	18.38%	\$54,046.39
		Total Benefits/Payroll Taxes	\$81,353.55
		<b>TOTAL SALARIES &amp; BENEFITS</b>	<b><u>\$375,403.55</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2019 through September 30, 2020  
 CONTRACT AMOUNT: Not to exceed \$567,789.00

<b>ACCOUNT NUMBER</b>	<b>CATEGORY &amp; CALCULATION</b>	<b>TOTAL</b>
	<u>COMMUNICATION</u> Internet Telephone	<b>\$7,600.00</b>
	<u>OFFICE EXPENSE</u> Office Supplies	<b>\$14,500.00</b>
	<u>OFFICE RENTAL</u> Utilities Included in Lease	<b>\$55,400.00</b>
	<u>TRANSPORTATION</u> Staff Mileage	<b>\$6,600.00</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> Participant Training Costs Participant Program Materials Other Participant Costs not included in Reimbursement	<b>\$15,500.00</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator General Liability Insurance Workers Compensation	<b>\$41,825.45</b>

**\$141,425.45**

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: October 1, 2019 through September 30, 2020

CONTRACT AMOUNT: Not to exceed \$567,789.00

TOTAL SALARIES & BENEFITS: \$375,403.55

TOTAL SERVICES & SUPPLIES: \$141,425.45

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$101,920.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$50,960.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$567,789.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Tuition and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal services (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2020 through September 30, 2021  
 CONTRACT AMOUNT: Not to exceed \$665,249.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$294,050.00
Payroll Taxes	0150	\$27,101.32
Benefits	0200	\$54,252.23
Salaries & Benefits Subtotal		\$375,403.55
<u>SERVICES &amp; SUPPLIES</u>		
Communications	0300	\$8,360.00
Office Expense	0350	\$31,654.58
Office Rental – Facilities	0450	\$55,400.00
Transportation – Mileage	0700	\$6,600.00
Program Supplies/Services	0550	\$87,158.30
Indirect Costs	0850	\$49,712.57
Services & Supplies Subtotal		\$238,885.45
Salaries & Benefits and Service & Supplies Subtotal		\$614,289
Maximum Ancillary/Support		\$101,920.00
<b>TOTAL</b>		<b>\$716,209.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2020 through September 30, 2021  
 CONTRACT AMOUNT: Not to exceed \$665,249.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	35%	\$29,050.00
Sr. Corporate Representative	1	100%	\$55,000.00
Corporate Representative	1	100%	\$50,000.00
Sales Representative #1	1	100%	\$50,000.00
Sales Representative #2	1	50%	\$25,000.00
Trainer	1	100%	\$45,000.00
Outreach/Administrative Asst.	1	100%	\$40,000.00

**\$294,050.00**

**BENEFITS**

Employment Benefits & Payroll Taxes

			<u>Item Total</u>
FICA	Payroll Taxes	7.65%	\$22,494.83
SDI	Payroll Taxes	1.00%	\$2,940.50
SUI	Payroll Taxes	3.40%	\$1,666.00
FUTA	Employment Benefits	0.07%	\$205.83
Health Benefits	Employment Benefits	18.38%	\$54,046.39
		Total Benefits/Payroll Taxes	\$81,353.55
		<b>TOTAL SALARIES &amp; BENEFITS</b>	<b><u>\$375,403.55</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2020 through September 30, 2021  
 CONTRACT AMOUNT: Not to exceed \$665,249.00

<b>ACCOUNT NUMBER</b>	<b>CATEGORY &amp; CALCULATION</b>	<b>TOTAL</b>
	<u>COMMUNICATION</u> Internet Telephone	<b>\$8,360.00</b>
	<u>OFFICE EXPENSE</u> Office Supplies	<b>\$31,654.58</b>
	<u>OFFICE RENTAL</u> Utilities Included in Lease	<b>\$55,400.00</b>
	<u>TRANSPORTATION</u> Staff Mileage	<b>\$6,600.00</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> Participant Training Costs Participant Program Materials Other Participant Costs not included in Reimbursement	<b>\$87,158.30</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator General Liability Insurance Workers Compensation	<b>\$49,712.57</b>

**\$238,885.45**

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: October 1, 2020 through September 30, 2021

CONTRACT AMOUNT: Not to exceed \$665,249.00

TOTAL SALARIES & BENEFITS: \$375,403.55

TOTAL SERVICES & SUPPLIES: \$238,885.45

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$101,920.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$50,960.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$665,249.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Tuition and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal services (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2021 through September 30, 2022  
 CONTRACT AMOUNT: Not to exceed \$534,490.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$279,959.00
Payroll Taxes	0150	\$21,589.00
Benefits	0200	\$40,411.00
Salaries & Benefits Subtotal		\$341,595.00
<u>SERVICES &amp; SUPPLIES</u>		
Communications	0300	\$11,020.00
Office Expense	0350	\$33,786.00
Office Rental – Facilities	0450	\$33,739.00
Transportation – Mileage	0700	\$2,500.00
Program Supplies/Services	0550	\$20,000.00
Indirect Costs	0850	\$40,890.00
Services & Supplies Subtotal		\$141,935.00
Salaries & Benefits and Service & Supplies Subtotal		\$483,530.00
Maximum Ancillary/Support		\$101,920.00
<b>TOTAL</b>		<b>\$585,450.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2021 through September 30, 2022  
 CONTRACT AMOUNT: Not to exceed \$534,490.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	35%	\$33,075.00
Program Manager	1	42.6%	\$36,133.00
Corporate Representative #1	1	100%	\$57,750.00
Corporate Representative #2	1	100%	\$55,627.00
Sales Representative	1	100%	\$55,262.00
Trainer	1	42.6%	\$21,300.00
Outreach/Administrative Asst.	1	42.6%	\$20,448.00

**\$279,595.00**

**BENEFITS**

<u>Employment Benefits &amp; Payroll Taxes</u>	<u>Item Total</u>
FICA Payroll Taxes 7.65%	<u>\$15,551.00</u>
SDI Payroll Taxes 1.00%	<u>\$2,033.00</u>
SUI Payroll Taxes 1.97%	<u>\$4,005.00</u>
FUTA Employment Benefits 0.07%	<u>\$142.00</u>
Retirement Employee Benefits 1.00%	<u>\$2,033.00</u>
Health Benefits Employment Benefits 18.38%	<u>\$38,236.00</u>
Total Benefits/Payroll Taxes	<u>\$62,000.00</u>
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b><u>\$341,595.00</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2021 through September 30, 2022  
 CONTRACT AMOUNT: Not to exceed \$534,490.00

<b>ACCOUNT NUMBER</b>	<b>CATEGORY &amp; CALCULATION</b>	<b>TOTAL</b>
	<u>COMMUNICATION</u> Internet Telephone	<b>\$11,020.00</b>
	<u>OFFICE EXPENSE</u> Office Supplies	<b>\$33,786.00</b>
	<u>OFFICE RENTAL</u> Utilities Included in Lease	<b>\$33,739.00</b>
	<u>TRANSPORTATION</u> Staff Mileage	<b>\$2,500.00</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> Participant Training Costs Participant Program Materials Other Participant Costs not included in Reimbursement	<b>\$20,000.00</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator General Liability Insurance Workers Compensation	<b>\$40,890.00</b>

**\$141,935.00**

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: October 1, 2021 through September 30, 2022

CONTRACT AMOUNT: Not to exceed \$534,490.00

TOTAL SALARIES & BENEFITS: \$341,595.00

TOTAL SERVICES & SUPPLIES: \$141,935.00

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$101,920.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$50,960.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$534,490.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Tuition and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal services (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2022 through September 30, 2023  
 CONTRACT AMOUNT: Not to exceed \$507,389.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$190,794.00
Payroll Taxes	0150	\$22,990.68
Benefits	0200	\$43,787.22
Salaries & Benefits Subtotal		\$257,571.90
<u>SERVICES &amp; SUPPLIES</u>		
Communications	0300	\$25,000.00
Office Expense	0350	\$50,000.00
Office Rental – Facilities	0450	\$32,775.00
Transportation – Mileage	0700	\$4,588.55
Program Supplies/Services	0550	\$45,000.00
Indirect Costs	0850	\$41,493.55
Services & Supplies Subtotal		\$198,857.10
Salaries & Benefits and Service & Supplies Subtotal		\$456,429.00
Maximum Ancillary/Support to claim for 50% reimbursement.		\$101,920.00
<b>TOTAL</b>		<b>\$558,349.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2022 through September 30, 2023  
 CONTRACT AMOUNT: Not to exceed \$507,389.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	20%	\$19,900.00
Program Manager	1	28.4%	\$23,572.00
Career Advisor	1	100%	\$53,000.00
Career Advisor	1	100%	\$53,000.00
Trainer	1	42.6%	\$22,578.00
Outreach/Administrative Asst.	1	42.6%	\$18,744.00

**\$190,794.00**

**BENEFITS**

<u>Employment Benefits &amp; Payroll Taxes</u>			<u>Item Total</u>
FICA	Payroll Taxes	7.65%	<u>\$14,595.74</u>
SDI	Payroll Taxes	1.00%	<u>\$1,907.94</u>
SUI	Payroll Taxes	3.40%	<u>\$6,487.00</u>
FUTA	Employment Benefits	7.00%	<u>\$13,355.58</u>
Health Benefits	Employment Benefits	15.95%	<u>\$30,431.64</u>
Total Benefits/Payroll Taxes			<u>\$66,777.90</u>
<b>TOTAL SALARIES &amp; BENEFITS</b>			<b><u>\$257,571.90</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2022 through September 30, 2023  
 CONTRACT AMOUNT: Not to exceed \$507,389.00

ACCOUNT NUMBER	CATEGORY & CALCULATION	TOTAL
	<u>COMMUNICATION</u> Internet Telephone	<b>\$25,000.00</b>
	<u>OFFICE EXPENSE</u> Office supplies (Pens, markers, post-it notes, notebooks, staplers, PPE etc.), Software (Adobe, Salesforce, Twilio, Microsoft office, anti-virus, etc.), Printing/Mailing equipment, Janitorial	<b>\$50,000.00</b>
	<u>OFFICE RENTAL</u> Utilities Included in Lease	<b>\$32,775.00</b>
	<u>TRANSPORTATION</u> Staff Mileage	<b>\$4,588.55</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> Participant Training Costs Participant Program Materials Other Participant Costs not included in Reimbursement	<b>\$45,000.00</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator General Liability Insurance Workers Compensation	<b>\$41,493.55</b>

**\$198,857.10**

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: October 1, 2022 through September 30, 2023

CONTRACT AMOUNT: Not to exceed \$507,389.00

TOTAL SALARIES & BENEFITS: \$257,571.90

TOTAL SERVICES & SUPPLIES: \$198,857.10

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$101,920.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$50,960.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$507,389.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Tuition and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal services (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees
- Housing stabilization services subject to COUNTY approval (limited to two (2) months during the FFY)

**BUDGET SUMMARY**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2023 through September 30, 2024  
 CONTRACT AMOUNT: Not to exceed \$529,638.00

<u>BUDGET CATEGORIES</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
<u>SALARIES &amp; BENEFITS</u>		
Salaries	0100	\$175,896.90
Payroll Taxes	0150	\$21,195.58
Benefits	0200	\$40,368.34
Salaries & Benefits Subtotal		\$237,460.82
<u>SERVICES &amp; SUPPLIES</u>		
Communications	0300	\$37,946.11
Office Expense	0350	\$61,602.57
Office Rental – Facilities	0450	\$33,000.00
Transportation – Mileage	0700	\$9,600.00
Program Supplies/Services	0550	\$55,962.40
Indirect Costs	0850	\$43,106.10
Services & Supplies Subtotal		\$241,217.18
Salaries & Benefits and Service & Supplies Subtotal		\$478,678.00
Maximum Ancillary/Support to claim for 50% reimbursement.		\$101,920.00
<b>TOTAL</b>		<b>\$580,598.00</b>

**PERSONNEL AND EMPLOYEE BENEFITS**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2023 through September 30, 2024  
 CONTRACT AMOUNT: Not to exceed \$529,638.00

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**PERSONNEL & SALARIES**

Title	No. of Persons	% of time on Project	Total Cost
Site Director	1	8.15%	\$7,742.50
Program Manager	1	20.28%	\$16,832.40
Career Advisor	1	100%	\$55,000.00
Career Advisor	1	100%	\$55,000.00
Trainer	1	42.6%	\$22,578.00
Outreach/Administrative Asst.	1	42.6%	\$18,744.00

**\$175,895.90**

**BENEFITS**

<u>Employment Benefits &amp; Payroll Taxes</u>			<u>Item Total</u>
FICA	Payroll Taxes	7.65%	<u>\$13,456.11</u>
SDI	Payroll Taxes	1.00%	<u>\$1,758.97</u>
SUI	Payroll Taxes	3.40%	<u>\$5,980.49</u>
FUTA	Employment Benefits	7.0%	<u>\$12,312.78</u>
Health Benefits	Employment Benefits	15.95%	<u>\$28,055.56</u>
Total Benefits/Payroll Taxes			<u>\$61,563.92</u>
<b>TOTAL SALARIES &amp; BENEFITS</b>			<b><u>\$237,460.82</u></b>

**BUDGET DETAIL**

ORGANIZATION: America Works of California, Inc.  
 SERVICES: CalFresh Employment and Training  
 CONTRACT PERIOD: October 1, 2023 through September 30, 2024  
 CONTRACT AMOUNT: Not to exceed \$529,638.00

ACCOUNT NUMBER	CATEGORY & CALCULATION	TOTAL
	<u>COMMUNICATION</u> Internet Telephone	<b>\$37,946.11</b>
	<u>OFFICE EXPENSE</u> Office supplies (Pens, markers, post-it notes, notebooks, staplers, PPE etc.), Software (Adobe, Salesforce, Twilio, Microsoft office, anti-virus, etc.), Printing/Mailing Equipment, Janitorial.	<b>\$61,602.57</b>
	<u>OFFICE RENTAL</u> Utilities Included in Lease	<b>\$33,000.00</b>
	<u>TRANSPORTATION</u> Staff Mileage	<b>\$9,600.00</b>
	<u>PROGRAM SUPPLIES/SERVICES</u> Participant Tuition and Training Costs Participant Program Materials Other Participant Costs not included in Reimbursement	<b>\$55,962.40</b>
	<u>OTHER (INDIRECT COSTS)</u> Accounting Services Payroll Services MTDC Calculator General Liability Insurance Workers Compensation	<b>\$43,106.10</b>

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**\$241,217.18**

**BUDGET DETAIL – PARTICIPANT REIMBURSEMENT**

ORGANIZATION: America Works of California, Inc.

SERVICES: CalFresh Employment and Training

CONTRACT PERIOD: October 1, 2023 through September 30, 2024

CONTRACT AMOUNT: Not to exceed \$529,638.00

TOTAL SALARIES & BENEFITS: \$237,460.82

TOTAL SERVICES & SUPPLIES: \$241,217.18

MAXIMUM ANCILLARY/SUPPORT SERVICES EXPENDITURES\*: \$101,920.00

MAXIMUM CONTRACTOR CASH MATCH REQUIRED: (\$50,960.00)

MAXIMUM CONTRACTOR REIMBURSEMENT: \$529,638.00

\*Ancillary/Support Services Reimbursements to Participants May Include:

- Transportation in the form of bus tickets, monthly bus passes, or gas vouchers
- Work clothing and uniforms
- Books and school supplies
- Work tools and other necessary equipment
- Minor Vision correction (such as eye exam, eyeglasses, bifocals)
- Basic dental work (such as teeth cleaning)
- Minor automobile repairs (capped at \$200 per participant during the FFY)
- Legal documents (capped at \$300 per participant during the FFY)
- Test fees
- Union Dues
- Licensing and bonding fees
- Housing stabilization services subject to COUNTY approval (limited to two (2) months during the FFY)