

[illegible]

WHEREAS, the parties entered into that certain Agreement, identified as COUNTY Agreement No. 22-208 effective May 17, 2022, whereby, CONTRACTOR agreed for the operation of a Projects for Assistance in Transition from Homelessness (PATH) program to deliver outreach, integrated mental health, and supportive housing services to adults who are homeless, or who are at imminent risk of becoming homeless, and have a severe mental illness and/or co-occurring disorder, in an effort to enable this population to live in the community and to avoid homelessness, hospitalization, and/or jail detention; and

WHEREAS CONTRACTOR is qualified and willing to provide such services pursuant to the terms and conditions of this Amendment I to the Agreement; and

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties agree as follows:

1           1.       All references to "Exhibit A" in the Agreement shall be deemed references to "Revised  
2 Exhibit A. Revised Exhibit A is attached and incorporated by this reference.

3           2.       All references to "Exhibit C" in the Agreement shall be deemed references to "Revised  
4 Exhibit C". Revised Exhibit C is attached and incorporated by this reference.

5           3.       CONTRACTOR agrees to comply with all the conditions as set forth in Exhibit Q,  
6 "Agreements No. 20-196 and 21-307," attached and incorporated by this reference, as well as all  
7 applicable State requirements governing the use of HHAP-1, HHAP-2, and HHAP-3 funds.

8           4.       Section 1 is amended to include the following after line 28 on page 2:

9                 "G.     COUNTY anticipates entering into an agreement with the State of California for  
10 Homeless Housing, Assistance and Prevention (HHAP) Round 3 funding. Upon entering into such an  
11 agreement with the State, COUNTY will provide written notice to CONTRACTOR, and services provided  
12 by CONTRACTOR under this Agreement shall be funded, in part, with HHAP funding and, therefore,  
13 CONTRACTOR shall be aware of, agree to, and comply with all applicable State and Funding statutes,  
14 regulations, and requirements governing the use of HHAP funds. Should COUNTY and the State not  
15 enter into a HHAP funding Agreement, COUNTY will provide CONTRACTOR written notice and the  
16 parties will negotiate an amendment to this Agreement to reduce the compensation payable under this  
17 Agreement."

18          5.       Section 4 Line 13 of page 4 through line 7 of page 6 is deleted and replaced with the  
19 following:

20                 "The maximum compensation payable to CONTRACTOR under this Agreement for the  
21 period of July 1, 2021 through June 30, 2022 shall not exceed Nine Hundred Five Thousand, One  
22 Hundred Seventy-Two and No/100 Dollars (\$905,172.00).

23                 The maximum compensation payable to CONTRACTOR under this Agreement for the  
24 period of July 1, 2022 through June 30, 2023 shall not exceed One Million, Eighty-One Thousand,  
25 Forty-Eight and No/100 Dollars (\$1,081,048.00).

26                 The maximum compensation payable to CONTRACTOR under this Agreement for the  
27 period of July 1, 2023 through June 30, 2024 shall not exceed One Million, One Hundred-Sixty  
28 Thousand, Seven Hundred Thirty-Nine and No/100 Dollars (\$1,160,739.00). The maximum

1 compensation payable to CONTRACTOR under this Agreement for the period of July 1, 2024 through  
2 June 30, 2025 shall not exceed One Million, One Hundred Eighty-One Thousand, Five Hundred-  
3 Seventeen and No/100 Dollars (\$1,181,517.00).

4 The maximum compensation payable to CONTRACTOR under this Agreement for the  
5 period of July 1, 2025 through June 30, 2026 shall not exceed One Million, One Hundred Forty-Six  
6 Thousand, Two Hundred Twenty-Five and No/100 Dollars (\$1,146,225.00).

7 In no event shall services performed under this Agreement be in excess of Five Million,  
8 Four Hundred Seventy-Four Thousand, Seven Hundred-One and No/100 Dollars (\$5,474,701.00). It is  
9 understood that all expenses incidental to CONTRACTOR's performance of services under this  
10 Agreement shall be borne by CONTRACTOR."

11 6. Section 9 Line 20 of page 13 through line 2 on of page 14 is deleted and replaced with  
12 the following:

13 **"Indemnity and Defense**

14 9.1 **Indemnity.** The CONTRACTOR shall indemnify and hold harmless and defend the  
15 COUNTY (including its officers, agents, employees, and volunteers) against all claims, demands,  
16 injuries, damages, costs, expenses (including attorney fees and costs), fines, penalties, and liabilities of  
17 any kind to the COUNTY, the CONTRACTOR, or any third party that arise from or relate to the  
18 performance or failure to perform by the CONTRACTOR (or any of its officers, agents, subcontractors,  
19 or employees) under this Agreement. The COUNTY may conduct or participate in its own defense  
20 without affecting the CONTRACTOR's obligation to indemnify and hold harmless or defend the  
21 COUNTY.

22 9.2 **Survival.** This Article 9 survives the termination of this Agreement."

23 7. Section 10 Line 4 of page 14 through Line 26 of page 17 is deleted and replaced with the  
24 following:

25 "The CONTRACTOR shall comply with all the insurance requirements in Exhibit B to this  
26 Agreement. Exhibit B is attached and incorporated by this reference."

27 8. When both parties have signed this Amendment No. 1, the Agreement and this  
28 Amendment No. 1 together constitute the Agreement.

1           9.     **Authorized Signature.** The CONTRACTOR represents and warrants to the COUNTY  
2 that:

3                 a.     The CONTRACTOR is duly authorized and empowered to sign and perform its  
4 obligations under this Amendment.

5                 b.     The individual signing this Amendment on behalf of the CONTRACTOR is duly  
6 authorized to do so and his or her signature on this Amendment legally binds the CONTRACTOR to the  
7 terms of this Amendment.

8           10.    **Electronic Signature.** The parties agree that this Amendment may be executed by  
9 electronic signature as provided in this section.

10                a.     An "electronic signature" means any symbol or process intended by an individual  
11 signing this Amendment to represent their signature, including but not limited to (1) a digital signature;  
12 (2) a faxed version of an original handwritten signature; or (3) an electronically scanned and transmitted  
13 (for example by PDF document) version of an original handwritten signature.

14                b.     Each electronic signature affixed or attached to this Amendment (1) is deemed  
15 equivalent to a valid original handwritten signature of the person signing this Amendment for all  
16 purposes, including but not limited to evidentiary proof in any administrative or judicial proceeding, and  
17 (2) has the same force and effect as the valid original handwritten signature of that person.

18                c.     The provisions of this section satisfy the requirements of Civil Code section  
19 1633.5, subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part 2, Title  
20 2.5, beginning with section 1633.1).

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

24                e.     This Amendment is not conditioned upon the parties conducting the transactions  
25 under it by electronic means and either party may sign this Amendment with an original handwritten  
26 signature.

27           11.    **Counterparts.** This Amendment may be signed in counterparts, each of which is an  
28 original, and all of which together constitute this Amendment.

12. The Agreement, as hereby amended, is ratified, and continued. All provisions, terms, covenants, conditions, and promises contained in the Agreement not amended by herein shall remain in full force and effect. This Amendment I shall be effective retroactively to July 1, 2022.

[SIGNATURE PAGE FOLLOWS]

The parties are signing this Amendment No. 1 on the date stated in the introductory clause.

Kings View

COUNTY OF FRESNO

DocuSigned by:

*Amanda Nugent Divine*

A04F817F73914D5...

Amanda Nugent-Division, PhD, CEO

1396 W. Herndon Ave. Fresno, CA  
93711

*Sal Quintero*

Sal Quintero, Chairman of the Board of  
Supervisors of the COUNTY of Fresno

**Attest:**

Bernice E. Seidel  
Clerk of the Board of Supervisors  
COUNTY of Fresno, State of California

By: *Hanane*  
Deputy

For accounting use only:

Org No.: 56302493  
Account No.: 7295/0  
Fund No.: 0001  
Subclass No.: 10000

**PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS  
(PATH) PROGRAM  
Scope of Work**

ORGANIZATION	Kings View	
CORPORATE ADDRESS	1396 W. Herndon Ave. Fresno, CA 93711	
HOURS OF OPERATION	8AM to 5PM, Monday through Friday	
CONTRACT PERIOD	July 1, 2021 – June 30, 2026	
CONTRACT AMOUNT	FY 2021-2022	\$905,172
	FY 2022-2023	\$1,081,048
	FY 2023-2024	\$1,160,739
	FY 2024-2025	\$1,181,517
	FY 2025-2026	\$1,146,225
	Total	\$5,474,701
SERVICES	Outreach, Case Management, Mental Health, and Supportive Housing Services	

**TARGET POPULATION**

Adults (18 years and older) living in metro, rural, or unincorporated areas in Fresno County who are experiencing serious mental illness and/or co-occurring substance use disorders and are homeless or at imminent risk of becoming homeless. Participation in the PATH Program is voluntary.

**PROJECT DESCRIPTION**

The Stewart B McKinney Homeless Assistance Amendments Act of 1990 authorizes a federal grant program, PATH. This funding source is used to address the needs of the target population through a PATH Program operated by Kings View. A primary goal is to reduce and end chronic homelessness and enable persons served to live in the community and to avoid homelessness, hospitalization, and/or jail detention. It is a vital resource to the community, serving as a front door for persons served into continuum of care services and mainstream mental health, primary healthcare, and the substance abuse services system.

The PATH Program is comprised of three components:

1. Outreach, Engagement, and Linkage (OEL)	2. Specialty Mental Health Services (SMHS)	3. Mobile Outreach Project (MOP)/ Street-outreach and Rural Support (STARS)
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Through PATH-OEL, Kings View will provide services to at least three hundred-fifty (350) persons per year, at least two hundred (200) of which will be enrolled into the Homeless Management Information System (HMIS) and be linked to the appropriate services or referred to PATH-SMHS. They will receive case management, linkage, consultation, peer support services, and supportive interim or bridge housing services as needed. As necessary, Kings View will implement COVID-19 screening, education, assessment, and linkage capabilities in the field.

Up to thirty-six (36) persons at a given time will be enrolled in PATH-SMHS where they will receive intensive mental health treatment, case management, linkage, consultation, peer support services, and supportive housing services; up to ten (10) individuals at a given time will receive housing support). Service goals are to help stabilize and transition persons served into other County or community mental health programs.

Through PATH-MOP, operating from July 1, 2021 through June 30, 2022, Kings View will dedicate an outreach team for rural and unincorporated areas of Fresno County for the provision of outreach, engagement, and linkage services to persons served akin to those provided in PATH-OEL. As necessary, Kings View will implement COVID-19 screening, education, assessment, and linkage capabilities in the field. With additional funding, the program will transition into PATH-STARS during FY 2022-23 through FY 2025-26, offering the same services at an expanded capacity through a larger outreach team that can cover multiple rural communities at once.

Kings View will commit to “meet persons where they are” and collaborate with other agencies across the system of care to assist persons served in achieving their personal recovery and wellness goals. Services will incorporate safety, emergency, and crisis procedures in the field and in the organization’s offices, personal services coordination, psychiatric services in the areas of medication, prescription, administration, monitoring and documentation, mental health services, linkage services, supportive housing services, and mobile outreach services.

COUNTY’S administrative staff shall monitor and oversee program outcomes and coordinate reporting requirements.

### **CONTRACTOR RESPONSIBILITIES**

#### **I. ADMINISTRATIVE SERVICES**

1. Participate in the Fresno/Madera Continuum of Care (FMCoC) as a member. COUNTY will provide technical assistance as needed.
2. Provide appropriate data and measurable outcomes as requested or required by the County and State. Such data reports include quarterly performance reports, Behavioral Health Board annual update reports, inclusive of demographics, caseload, and measurable outcomes.
3. Participate and utilize the Homeless Management Information System (HMIS) to enter data on persons served.
4. Ensure that operating staff have on hand, in their possession, during regular working hours and when appropriate, an adequate amount of petty cash with which to make emergency purchases of food, shelter, clothing, prescriptions, transportation, or other items and services as needed for persons served. This may include security deposits, rent subsidy, and other items needed by persons served. CONTRACTOR shall provide policies and procedures as to the handling of petty cash.
5. Evaluate the staff’s competency for performance purposes and establish medication policies and procedures which identify processes to administer medications to persons served and train other staff and family members regarding medication education, medication delivery, medication side effects, observation of self-administration of medication and medication monitoring.
6. Ensure billable Mental Health Specialty Services meet any/all County, State, and Federal regulations including any utilization review and quality assurance standards.

#### **II. STAFFING REQUIREMENTS**

1. CONTRACTOR’s program staff shall reflect the target population through social characteristics of the community, such as culture, ethnicity, gender, and sexual orientation.
2. Operate with a multidisciplinary treatment team including licensed/unlicensed mental health professionals, case managers, and other specialists to support persons served in reaching their goals.

#### **III. SERVICES ACROSS PROGRAM**

1. Commit to “meeting individuals where they are” to assist persons served in achieving their personal recovery and wellness goals.
2. Integrate physical and mental health services in collaboration with primary care physicians.



3. Provide culturally responsive evidence-based or promising clinical services that are integrated with overall service planning, supportive housing, and employment support and/or education goals.
4. Provide treatment services that account for the age, culture, gender, and language of persons served, as well as needed accommodations for physical disabilities.
5. Employ harm reduction and motivational interviewing techniques and principles.
6. Empower persons served to take an active role in the recovery process, provide housing options, and maintain independent living by providing needed services, accessing resources, and encouragement to be independent, productive, and responsible.
7. Collaborate with other agencies for the provision of non-direct mental health services. Linkages must be provided to persons served for the full range of services.
8. Coordinate services with other community mental health and non-mental health providers, as well as other medical professionals in a manner consistent with Fresno County confidentiality rules.
9. Collaborate with community law enforcement, probation, and courts.
10. Link persons served to appropriate social services, legal advocacy, and other representation; provide transportation as necessary; serve as a “representative payee” or refer them to other payee services for Supplemental Security Income (SSI)/Social Security Disability Insurance (SSDI) benefits.
11. CONTRACTOR will provide reasonable direct assistance as needed to ensure that persons served obtain the basic necessities of daily life, including but not limited to:
  - a. Safe, clean, affordable housing
  - b. Food and clothing
  - c. Appropriate financial support, which may include housing deposits, Supplemental Security Income, Social Security Disability Insurance, General Relief, and money management services
  - d. Bus tokens/passes
  - e. Vehicles available to staff to transport persons served to appointments and social group activities
12. Provide assistance and advocacy in obtaining available public assistance benefits, general relief, SSI/SSDI and accessing needed behavioral health and physical health care for persons served.
13. Make appropriate referrals and linkages to addiction services that are beyond the scope of the PATH program to individuals with coexisting alcohol, tobacco, drug use and other addictive disorders.
14. Provide a rapid and flexible response to crisis during working hours, including crisis assessment and intervention by telephone or face-to-face contact. Should crisis housing, short-term care, and inpatient treatment (voluntary or involuntary) be needed, staff shall collaborate with designated staff at psychiatric facilities and/or hospitals. CONTRACTOR will provide support to the maximum extent possible, including accompanying persons served to the County’s Urgent Wellness Center and remain with them during the assessment.
15. Initiate voluntary commitment, should there be a need. CONTRACTOR will work with County staff within the Adult Services Division; county staff will sign the involuntary commitment papers.
16. CONTRACTOR shall have the flexibility to increase service intensity for an individual in response to their needs. Staff shall have the capacity to provide as many contacts as needed to persons served experiencing significant impairments in daily living.

#### **IV. PATH-OEL SERVICES**

1. At least 350 persons will receive outreach, engagement, and linkage services and at least 200 persons served will be enrolled into PATH and HMIS.

2. Utilize various engagement tools, such as personal protective equipment, disinfectant supplies, clothing, food, shoes, blankets, bus passes, hygiene kits etc., to address barriers to engagement such as transportation, pet care, property storage, etc.
3. Provide frequent contacts with individuals where they live or are most comfortable to assist them in accessing behavioral and physical health care, financial, education, vocational, rehabilitative, or other needed community services, especially as these services relate to meeting the person's mental health and housing needs.
4. Assess and document mental illness symptoms and behavior of persons served in response to medication and monitor for medication side-effects during the provision of observed self-administration and during ongoing face-to-face contacts.

#### **V. PATH-SMHS SERVICES**

1. Up to thirty-six (36) persons at a given time will be enrolled to receive intensive mental health treatment services on an ongoing basis, inclusive of supportive housing services, for up to ten (10) persons at any given time.
2. The PATH - SMHS program's persons served to staff ratio will be no more than eighteen (18) persons to each staff. A ratio of 1:17, or one staff serving seventeen (17) persons, will not be exceeded until at least one person served by a staff member is transitioning out of the program (a transition period will be at least three months prior to exit). During a transitional period, the ratio can be 1:18.
3. Assign a case manager within 24 hours of enrollment into the PATH SMHS program.
4. A Plan of Care must be created and include and identification of current symptoms, treatment goals, and planned interventions of persons served.
5. Implement mental health service strategies to reduce the number of days persons served experience hospitalization, incarceration, and homelessness.
6. Minimize the involvement of persons served with the criminal justice system, with services to include, but not be limited to:
  - a. Helping identify precipitants to their criminal involvement
  - b. Providing necessary treatment, support, and education to help eliminate any unlawful activities or criminal involvement that may be of consequence to the individual's mental illness; and
  - c. Collaborating with police, court personnel, jail/prison officials, and psychiatric staff to ensure appropriate use of legal and mental health services.
7. Incorporate SSI/SSDI Outreach, Access, and Recovery (SOAR) as part of the case management services. SOAR provides the program the tools to expedite access to Social Security disability benefits that result in improved housing and treatment outcomes.
8. Provide symptom assessment, personal service coordination and supportive counseling as needed to assist persons served to cope with and gain a mastery of symptoms and disabilities due to mental illness and/or substance abuse. These services shall include, but not be limited to, the following:
  - a. Ongoing assessment of mental illness symptoms and response to treatment
  - b. Education regarding their mental illness and the effects (including side effects) of prescribed medications
  - c. Symptom management efforts directed to help person served identify symptoms and their occurrence patterns and to develop methods (internal, behavioral, adaptive) to lessen their negative effects; and
  - d. Provide psychological support, planned and as needed, to help persons served accomplish their personal goals and to cope with the stresses of day-to-day living.

9. Assist person served, family, and other members of the individual's social network to relate in a positive and supportive manner through such means as:
  - a. Education about the individual's illness and their role in the therapeutic process
  - b. Supportive counseling
  - c. Intervention to resolve conflict
  - d. Referral of family to therapy, self-help and other family support services as appropriate; and
  - e. Provision to other support systems with education and information about serious mental illnesses and treatment services and supports.
10. Provide education to persons served and their family and/or caregivers (as appropriate) about the nature of medications, the expected benefits and potential side effects, and alternatives to medication.
11. Provide support and help establish positive social relationships and activities in community settings. Such services shall include, but not to be limited to:
  - a. Developing social skills, including skills to develop meaningful personal relationships
  - b. Planning appropriate and productive use of leisure time, including familiarizing individuals with available social and recreational opportunities and increasing their use of these activities
  - c. Interacting with landlords, neighbors, and others effectively and appropriately
  - d. Developing assertiveness and self-esteem; and
  - e. Using existing self-help centers, self-help groups and other social, church, and recreational groups to combat isolation and withdrawal experienced by many persons coping with serious and persistent mental illness.
12. Provide training and instruction, including individual support, problem solving, skill development, modeling and supervision, in home and community settings, to teach persons served to:
  - a. Carry out personal hygiene tasks
  - b. Perform household chores, including housekeeping, cooking, laundry and shopping
  - c. Develop or improve money management skills
  - d. Use community transportation
  - e. In locating, securing, maintaining and financing safe, clean and affordable housing which is appropriate to their levels of functioning.
13. Provide alcohol, tobacco, and drug use disorder services as needed. This will include, but is not limited to, individual and group interventions to assist in:
  - a. Identifying alcohol, tobacco and drug abuse effects and patterns
  - b. Recognizing the interactive effects of alcohol, tobacco and drug use, psychiatric symptoms, and psychotropic medications
  - c. Developing motivation for decreasing alcohol, tobacco and drug use
  - d. Developing coping skills and alternatives to minimize alcohol, tobacco and drug use
  - e. Achieving periods of abstinence and stability
  - f. Attending appropriate recovery or self-help meetings; and
  - g. Achieving an alcohol and drug free lifestyle, if possible.
14. Provide information, in an educational format, on the use of alcohol, tobacco, prescribed medications, and other drugs and the impact that chemicals have on the ability to function in major life areas. Information shall also include eating disorders, gambling, overspending, sexual and other addiction disorders, as appropriate.

15. Ensure persons served maintain their respective housing and utilize supportive housing resources by providing supportive and independent housing, as appropriate.
16. Ensure rapid access to assistance funds for purchase of furniture, and other items needed by persons served.
17. Negotiate and establish relationships with apartment owners/landlords and/or utilize alternative housing resources as available and appropriate.

#### **VI. PATH-MOP/STARS SERVICES**

1. Provide outreach, engagement, and linkage services and enroll persons served into HMIS.
2. Utilize various engagement tools, such as personal protective equipment, disinfectant supplies, clothing, food, shoes, blankets, bus passes, hygiene kits etc., to address barriers to engagement such as transportation, pet care, property storage, etc.
3. Provide frequent contacts with individuals where they live or are most comfortable in to assist them in accessing behavioral and physical health care, financial, education, vocational, rehabilitative, or other needed community services, especially as these services relate to meeting the person's mental health and housing needs.
4. Assess and document mental illness symptoms and behavior of persons served in response to medication and monitor for medication side-effects during the provision of observed self-administration and during ongoing face-to-face contacts.

#### **VII. COUNTY RESPONSIBILITIES**

1. Provide oversight of the PATH Program. In addition to contract monitoring of program, oversight includes, but is not limited to, coordination with the State Department of Health Care Services in regarding program administration and outcomes. COUNTY will coordinate meetings with CONTRACTOR on a monthly basis to discuss program client issues, concerns, measurable outcomes and reports, and any other items.
2. Assist CONTRACTOR in making linkages with the total mental health system of care through regularly scheduled meetings as well as formal and informal consultation.
3. Evaluate the progress of the overall program.
4. Receive and analyze statistical data outcome information throughout the term of contract. COUNTY will notify CONTRACTOR when additional participation is required. The performance outcome measurement process will include surveys, client and staff interviews, chart reviews, and other methods of obtaining required information as needed.
5. Recognize that cultural responsiveness is a goal toward which professionals, agencies, and systems should strive. Becoming culturally responsiveness is a developmental process and incorporates at all levels the importance of culture, the assessment of cross-cultural relations, vigilance towards the dynamics that result from cultural differences, the expansion of cultural knowledge, and the adaptation of services to meet culturally-unique needs. Offering those services in a manner that fails to achieve its intended result due to cultural and linguistic barriers is not cost effective. COUNTY will assist program towards cultural and linguistic competency, by providing the following at no cost to CONTRACTOR:
  - a. Technical assistance regarding cultural responsiveness requirements and sexual orientation and gender identity training
  - b. Mandatory cultural responsiveness training including sexual orientation and gender identity and cultural sensitivity training for program personnel, at minimum once per year. COUNTY will provide technical assistance and when possible, training regarding the unique needs of the diverse population. Cultural responsiveness training recommendations will be based on trends in data

collected and will be included in the counties Culturally Responsive Plan. Sensitivity to sexual orientation and gender identity is a basic cultural responsiveness principle and shall be included in the cultural responsiveness training(s). Literature suggests that the behavioral health needs of lesbian, gay, bisexual, and transgender (LGBT+) individuals may be at increased risk for behavioral disorders and behavioral health problems due to exposure to societal stressors such as stigmatization, prejudice and homophobic and/or transphobic violence. Social support may be critical for this population

c. CONTRACTOR materials for public use on behavioral health and substance abuse services information shall be in the Fresno County Department of Behavioral Health's (DBH) current threshold languages (English, Spanish, and Hmong). Translation services and costs associated will be the responsibility of the vendor. Promotional and/or program materials shall be reviewed by DBH's Public Behavioral Health Division for branding requirements prior to implementation.

## Exhibit B

### Insurance Requirements

#### 1. Required Policies

Without limiting the County's right to obtain indemnification from the Contractor or any third parties, Contractor, at its sole expense, shall maintain in full force and effect the following insurance policies throughout the term of this Agreement.

- (A) **Commercial General Liability.** Commercial general liability insurance with limits of not less than Two Million Dollars (\$2,000,000) per occurrence and an annual aggregate of Four Million Dollars (\$4,000,000). This policy must be issued on a per occurrence basis. Coverage must include products, completed operations, property damage, bodily injury, personal injury, and advertising injury. The Contractor shall obtain an endorsement to this policy naming the County of Fresno, its officers, agents, employees, and volunteers, individually and collectively, as additional insureds, but only insofar as the operations under this Agreement are concerned. Such coverage for additional insureds will apply as primary insurance and any other insurance, or self-insurance, maintained by the County is excess only and not contributing with insurance provided under the Contractor's policy.
- (B) **Automobile Liability.** Automobile liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence for bodily injury and for property damages. Coverage must include any auto used in connection with this Agreement.
- (C) **Workers Compensation.** Workers compensation insurance as required by the laws of the State of California with statutory limits.
- (D) **Employer's Liability.** Employer's liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence for bodily injury and for disease.
- (E) **Professional Liability.** Professional liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Three Million Dollars (\$3,000,000). If this is a claims-made policy, then (1) the retroactive date must be prior to the date on which services began under this Agreement; (2) the Contractor shall maintain the policy and provide to the County annual evidence of insurance for not less than five years after completion of services under this Agreement; and (3) if the policy is canceled or not renewed, and not replaced with another claims-made policy with a retroactive date prior to the date on which services begin under this Agreement, then the Contractor shall purchase extended reporting coverage on its claims-made policy for a minimum of five years after completion of services under this Agreement.
- (F) **Molestation Liability.** Sexual abuse / molestation liability insurance with limits of not less than Two Million Dollars (\$2,000,000) per occurrence, with an annual aggregate of Four Million Dollars (\$4,000,000). This policy must be issued on a per occurrence basis.
- (G) **Cyber Liability.** Cyber liability insurance with limits of not less than Two Million Dollars (\$2,000,000) per occurrence. Coverage must include claims involving Cyber Risks. The cyber liability policy must be endorsed to cover the full replacement value of damage to, alteration of, loss of, or destruction of intangible property (including but not limited to information or data) that is in the care, custody, or control of the Contractor.



## Exhibit B

**Definition of Cyber Risks.** “Cyber Risks” include but are not limited to (i) Security Breach, which may include Disclosure of Personal Information to an Unauthorized Third Party; (ii) data breach; (iii) breach of any of the Contractor’s obligations under [identify the Article, section, or exhibit containing data security obligations] of this Agreement; (iv) system failure; (v) data recovery; (vi) failure to timely disclose data breach or Security Breach; (vii) failure to comply with privacy policy; (viii) payment card liabilities and costs; (ix) infringement of intellectual property, including but not limited to infringement of copyright, trademark, and trade dress; (x) invasion of privacy, including release of private information; (xi) information theft; (xii) damage to or destruction or alteration of electronic information; (xiii) cyber extortion; (xiv) extortion related to the Contractor’s obligations under this Agreement regarding electronic information, including Personal Information; (xv) fraudulent instruction; (xvi) funds transfer fraud; (xvii) telephone fraud; (xviii) network security; (xix) data breach response costs, including Security Breach response costs; (xx) regulatory fines and penalties related to the Contractor’s obligations under this Agreement regarding electronic information, including Personal Information; and (xxi) credit monitoring expenses.

### 2. Additional Requirements

(A) **Verification of Coverage.** Within 30 days after the Contractor signs this Agreement, and at any time during the term of this Agreement as requested by the County’s Risk Manager or the County Administrative Office, the Contractor shall deliver, or cause its broker or producer to deliver, to the County Risk Manager, at 2220 Tulare Street, 16th Floor, Fresno, California 93721, or [HRRiskManagement@fresnocountyca.gov](mailto:HRRiskManagement@fresnocountyca.gov), and by mail or email to the person identified to receive notices under this Agreement, certificates of insurance and endorsements for all of the coverages required under this Agreement.

- (i) Each insurance certificate must state that: (1) the insurance coverage has been obtained and is in full force; (2) the County, its officers, agents, employees, and volunteers are not responsible for any premiums on the policy; and (3) the Contractor has waived its right to recover from the County, its officers, agents, employees, and volunteers any amounts paid under any insurance policy required by this Agreement and that waiver does not invalidate the insurance policy.
- (ii) The commercial general liability insurance certificate must also state, and include an endorsement, that the County of Fresno, its officers, agents, employees, and volunteers, individually and collectively, are additional insureds insofar as the operations under this Agreement are concerned. The commercial general liability insurance certificate must also state that the coverage shall apply as primary insurance and any other insurance, or self-insurance, maintained by the County shall be excess only and not contributing with insurance provided under the Contractor’s policy.
- (iii) The automobile liability insurance certificate must state that the policy covers any auto used in connection with this Agreement.

## Exhibit B

- (iv) The professional liability insurance certificate, if it is a claims-made policy, must also state the retroactive date of the policy, which must be prior to the date on which services began under this Agreement.
  - (v) The cyber liability insurance certificate must also state that it is endorsed, and include an endorsement, to cover the full replacement value of damage to, alteration of, loss of, or destruction of intangible property (including but not limited to information or data) that is in the care, custody, or control of the Contractor.
- (B) **Acceptability of Insurers.** All insurance policies required under this Agreement must be issued by admitted insurers licensed to do business in the State of California and possessing at all times during the term of this Agreement an A.M. Best, Inc. rating of no less than A: VII.
- (C) **Notice of Cancellation or Change.** For each insurance policy required under this Agreement, the Contractor shall provide to the County, or ensure that the policy requires the insurer to provide to the County, written notice of any cancellation or change in the policy as required in this paragraph. For cancellation of the policy for nonpayment of premium, the Contractor shall, or shall cause the insurer to, provide written notice to the County not less than 10 days in advance of cancellation. For cancellation of the policy for any other reason, and for any other change to the policy, the Contractor shall, or shall cause the insurer to, provide written notice to the County not less than 30 days in advance of cancellation or change. The County in its sole discretion may determine that the failure of the Contractor or its insurer to timely provide a written notice required by this paragraph is a breach of this Agreement.
- (D) **County's Entitlement to Greater Coverage.** If the Contractor has or obtains insurance with broader coverage, higher limits, or both, than what is required under this Agreement, then the County requires and is entitled to the broader coverage, higher limits, or both. To that end, the Contractor shall deliver, or cause its broker or producer to deliver, to the County's Risk Manager certificates of insurance and endorsements for all of the coverages that have such broader coverage, higher limits, or both, as required under this Agreement.
- (E) **Waiver of Subrogation.** The Contractor waives any right to recover from the County, its officers, agents, employees, and volunteers any amounts paid under the policy of worker's compensation insurance required by this Agreement. The Contractor is solely responsible to obtain any policy endorsement that may be necessary to accomplish that waiver, but the Contractor's waiver of subrogation under this paragraph is effective whether or not the Contractor obtains such an endorsement.
- (F) **County's Remedy for Contractor's Failure to Maintain.** If the Contractor fails to keep in effect at all times any insurance coverage required under this Agreement, the County may, in addition to any other remedies it may have, suspend or terminate this Agreement upon the occurrence of that failure, or purchase such insurance coverage, and charge the cost of that coverage to the Contractor. The County may offset such charges against any amounts owed by the County to the Contractor under this Agreement.



## Exhibit B

(G) **Subcontractors.** The Contractor shall require and verify that all subcontractors used by the Contractor to provide services under this Agreement maintain insurance meeting all insurance requirements provided in this Agreement. This paragraph does not authorize the Contractor to provide services under this Agreement using subcontractors.

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2021-22**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 790		\$ 790
1102	Executive Assistant	0.01	252		252
1103	Regional Director	0.02	2,594		2,594
1104	Admin Specialist	0.26	12,628		12,628
1105	Accountant	0.05	2,805		2,805
1106	Quality Improvement Data Analyst	0.05	3,189		3,189
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.39	\$ 22,258		\$ 22,258
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.70		\$ 73,739	\$ 73,739
1117	Outreach Worker	2.00		73,840	73,840
1118	Case Managers	1.20		50,482	50,482
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.90		\$ 198,061	\$ 198,061
			Admin	Program	Total
Direct Personnel Salaries Subtotal		4.29	\$ 22,258	\$ 198,061	\$ 220,319
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 281	\$ 2,505	\$ 2,786
1202	Worker's Compensation		541	4,817	5,358
1203	Health Insurance		2,404	21,387	23,791
1204	Other (specify)		-	-	-
1205	Other (specify)		-	-	-
1206	Other (specify)		-	-	-

<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 3,226</b>	<b>\$ 28,709</b>	<b>\$ 31,935</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,656	14,739	16,395
1303	SUI	195	1,734	1,929
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 1,851</b>	<b>\$ 16,473</b>	<b>\$ 18,324</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 27,335</b>	<b>\$ 243,243</b>	<b>\$ 270,578</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>10%</b>	<b>90%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	17,158
2003	Client Transportation & Support	4,000
2004	Clothing, Food, & Hygiene	18,100
2005	Education Support	255
2006	Employment Support	255
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	15,400
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 55,168</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 4,006
3002	Printing/Postage	300
3003	Office Supplies & Equipment	2,250
3004	Advertising	-
3005	Staff Development & Training	1,000
3006	Staff Mileage	250
3007	Subscriptions & Memberships	200
3008	Vehicle Maintenance	23,475
3009	Other (Staff Recruitment)	260
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 31,741</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 9,046

4002	Rent/Lease Building	8,640
4003	Rent/Lease Equipment	2,160
4004	Rent/Lease Vehicles	13,012
4005	Security	-
4006	Utilities	3,720
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 36,578</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 10,192
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 10,392</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 51,133
	Administrative Overhead	
6002	Professional Liability Insurance	3,300
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	9,360
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 63,793</b>

**INDIRECT COST RATE****15.43%****7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 6,375
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	2,620
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 8,995</b>

**TOTAL PROGRAM EXPENSES \$ 477,245**

**PROGRAM FUNDING SOURCES**

<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
<b>Acct #</b>	<b>Line Item Description</b>	<b>Service Units</b>	<b>Rate</b>	<b>Amount</b>
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
<b>Acct #</b>	<b>MHSA Component</b>	<b>MHSA Program Name</b>	<b>Amount</b>
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ 102,777</b>

<b>8400 - OTHER REVENUE</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (HHAP)	66,468
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 374,468</b>

**TOTAL PROGRAM FUNDING SOURCES: \$ 477,245****NET PROGRAM COST: \$ -**

**PATH Program- OEL  
Kings View  
Fiscal Year (FY) 2021-22**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.09
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.10
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.02
	PATH MOP/Fresno	0.03

	Blue Sky/Fresno	0.11
	Rural Triage East/Fresno	0.15
	Rural Triage West/Fresno	0.15
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Madera	0.02
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Admin Specialist	PATH SMHS/Fresno	0.08
	PATH OEL/Fresno	0.26
	Rural Triage East/Fresno	0.40
	Rural Triage West/Fresno	0.26
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.67
	PATH MOP/Fresno	0.03
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Case Managers	PATH SMHS/Fresno	0.80
	PATH OEL/Fresno	1.20
<b>Total</b>		<b>2.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Accountant	PATH SMHS/Fresno	0.03
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.08
	Rural Triage East/Fresno	0.11

	Rural Triage West/Fresno	0.09
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.03
	CVSPH/California State, Tualre, Calaveras, Tuolum	0.05
	Shasta	0.07
	Finance Department	0.37
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Triage East/Fresno	0.12
	Rural Triage West/Fresno	0.12
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.05
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.03
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %



Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2021-22 Budget Narrative**

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>270,578</b>		
<b>Administrative Positions</b>		<b>22,258</b>		
1101	Executive Director	790	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.	
1102	Executive Assistant	252	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.	
1103	Regional Director	2,594	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.	
1104	Admin Specialist	12,628	Provides administrative support for the program and assist with medical billing and records.	
1105	Accountant	2,805	Prepares and provides budget guidance, monthly invoicing and other fiscal services.	
1106	Quality Improvement Data Analyst	3,189	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.	
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
<b>Program Positions</b>		<b>198,061</b>		
1116	Program Manager	73,739	Provides supervision of all staff and direct oversight of program management.	
1117	Case Managers	73,840	Provides outreach and engagement services, provides linkage to needed services.	
1118	Outreach Worker	50,482	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
<b>Direct Employee Benefits</b>		<b>31,935</b>		
1201	Retirement	2,786	Cost of 401K; estimated at 1.26% from total salaries.	
1202	Worker's Compensation	5,358	Workers Comp Insurance; estimated at 2.43% from total salaries	
1203	Health Insurance	23,791	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 10.80% from total salaries.	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
<b>Direct Payroll Taxes &amp; Expenses:</b>		<b>18,324</b>		
1301	OASDI	-		
1302	FICA/MEDICARE	16,395	Cost of FICA/Medicare; estimated at 7.44% from total salaries.	
1303	SUI	1,929	Cost of SUI; estimated at .88% from total salaries.	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>55,168</b>		
2001	Child Care	-		
2002	Client Housing Support	17,158	Support clients with rent, security deposits, board and care, emergency housing such as hotels/motels, groceries and household supplies.	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	2003	Client Transportation & Support	4,000	
	2004	Clothing, Food, & Hygiene	18,100	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
	2005	Education Support	255	
	2006	Employment Support	255	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	15,400	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES			31,741	
	3001	Telecommunications	4,006	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	300	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	2,250	Includes all supplies used by staff in the course of providing services. Also, includes program supplies such as snacks for clients or outreach supplies.
	3004	Advertising	-	
	3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Also includes HMIS training fees.
	3006	Staff Mileage	250	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	200	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	23,475	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
	3009	Other (Staff Recruitment)	260	Thorough background check and drug testing.
	3010	Other (specify)	-	
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			36,578	
	4001	Building Maintenance	9,046	Shared copier maintenance and minor building repairs and maintenance.
	4002	Rent/Lease Building	8,640	Building space lease, anticipating moving locations.
	4003	Rent/Lease Equipment	2,160	Shared copier lease.
	4004	Rent/Lease Vehicles	13,012	The cost of 2 shared lease vehicles to assist with program needs.
	4005	Security	-	
	4006	Utilities	3,720	The cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			10,392	
	5001	Consultant (Network & Data Management)	10,192	Kings View Information Technology Department (KVIT) will provide hardware and software support for successful data collection. A database will be designed for this program. KVIT will procure equipment, software & other services from approved & authorized vendors. Provide online, onsite, or phone-based emergency support-24/7 from the KVIT Help Desk.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
	5004	Translation Services	200	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			63,793	
	6001	Administrative Overhead	51,133	Expenses provides program management, fiscal services, payroll, human resources, accounts payable and other administrative functions.

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	6002	Professional Liability Insurance	3,300	Cost general and professional liability insurance.
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Liability):	9,360	Cost of personal property, accidental and auto insurance.
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (specify)	-	
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			8,995	
	7001	Computer Equipment & Software	6,375	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
	7003	Furniture & Fixtures	2,620	Anticipating shared cost for replacement furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES				
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
	8001	Mental Health Services		
	8002	Case Management		
	8003	Crisis Services		
	8004	Medication Support		
	8005	Collateral		
	8006	Plan Development		
	8007	Assessment		
	8008	Rehabilitation		
	8009	Other (Specify)		
	8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 477,245

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 477,245

BUDGET CHECK: -

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2022-23**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,210		\$ 7,210
1102	Regional Director	0.08	9,651		9,651
1103	Admin Specialist	0.05	2,576		2,576
1104	Accountant	0.10	5,487		5,487
1105	Quality Improvement Data Analyst	0.05	3,366		3,366
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.32	\$ 28,290		\$ 28,290
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.35		\$ 34,609	\$ 34,609
1117	Outreach Worker	2.00		75,816	75,816
1118	Case Managers	1.40		60,658	60,658
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.75		\$ 171,083	\$ 171,083
			Admin	Program	Total
Direct Personnel Salaries Subtotal		4.07	\$ 28,290	\$ 171,083	\$ 199,373
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 439	\$ 2,652	\$ 3,091
1202	Worker's Compensation		707	4,277	4,984
1203	Health Insurance		3,565	21,556	25,121
1204	Other (specify)		-	-	-
1205	Other (specify)		-	-	-
1206	Other (specify)		-	-	-

<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 4,711</b>	<b>\$ 28,485</b>	<b>\$ 33,196</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,164	13,088	15,252
1303	SUI	198	1,198	1,396
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,362</b>	<b>\$ 14,286</b>	<b>\$ 16,648</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 35,363</b>	<b>\$ 213,854</b>	<b>\$ 249,217</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>14%</b>	<b>86%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	8,700
2003	Client Transportation & Support	1,000
2004	Clothing, Food, & Hygiene	8,003
2005	Education Support	230
2006	Employment Support	230
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	5,600
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 23,763</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 7,328
3002	Printing/Postage	800
3003	Office Supplies & Equipment	1,709
3004	Advertising	-
3005	Staff Development & Training	2,545
3006	Staff Mileage	300
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	16,750
3009	Other (Staff Recruitment)	350
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 29,882</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 11,412

4002	Rent/Lease Building	8,899
4003	Rent/Lease Equipment	1,710
4004	Rent/Lease Vehicles	17,990
4005	Security	-
4006	Utilities	2,170
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 42,181</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,686
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 11,886</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	3,615
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	9,890
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	
6009	Other (Administrative & General Fees)	37,343
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 50,848</b>

**INDIRECT COST RATE****14.13%****7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,900
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 3,000</b>

**TOTAL PROGRAM EXPENSES \$ 410,777**

**PROGRAM FUNDING SOURCES**

<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
<b>Acct #</b>	<b>Line Item Description</b>	<b>Service Units</b>	<b>Rate</b>	<b>Amount</b>
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
<b>Acct #</b>	<b>MHSA Component</b>	<b>MHSA Program Name</b>	<b>Amount</b>
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ 102,777</b>

<b>8400 - OTHER REVENUE</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 308,000</b>

**TOTAL PROGRAM FUNDING SOURCES: \$ 410,777****NET PROGRAM COST: \$ -**



**PATH PROGRAM-OEL**  
**Kings View**  
**Fiscal Year (FY) 2022-23**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.05
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Admin	0.22
	Kings	0.02
<b>Total</b>		<b><u>1.00</u></b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.090
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.075
	Madera	0.060
<b>Total</b>		<b><u>1.00</u></b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.12
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.23
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.07
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	CCMU-Rural CIT/Fresno	0.11
	CCMU-Metro CIT/Fresno	0.11
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Quality & Performance Improvement Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40

<b>Total</b>		<b>2.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2022-23 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>			<b>249,217</b>	
<b>Administrative Positions</b>			<b>28,290</b>	
	1101	Executive Director	7,210	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1102	Regional Director	9,651	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Admin Specialist	2,576	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
	1104	Accountant	5,487	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	Quality Improvement Data Analyst	3,366	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst.
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
<b>Program Positions</b>			<b>171,083</b>	
	1116	Program Manager	34,609	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and decreased FTE based on estimated time working with the program.
	1117	Outreach Worker	75,816	Provides outreach and engagement services, provides linkage to needed services. Reduction from original approved contract for this fiscal year. Annual rate was updated to reflect new replacement's current rates.
	1118	Case Managers	60,658	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH SMHS, increased FTE based on estimated time working at each program.
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
<b>Direct Employee Benefits</b>			<b>33,196</b>	
	1201	Retirement	3,091	Cost of 401K; estimated at 1.55% from total salaries.
	1202	Worker's Compensation	4,984	Workers Comp Insurance; estimated at 2.50% from total salaries
	1203	Health Insurance	25,121	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 14.15% from total salaries. Estimated at higher insurance rates due to inflation.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>			<b>16,648</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	15,252	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	1,396	Cost of SUI; estimated at .70% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>23,763</b>	
2001	Child Care	-	
2002	Client Housing Support	8,700	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. Drastically reduced this line item due to the impact of reduction to bottom line budget by \$66,468 from previous year. Staff members will use resources available in community without affecting client support.
2003	Client Transportation & Support	1,000	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. Drastically reduced this line item due to the impact of reduction to bottom line budget by \$66,468 from previous year. Staff members will use resources available in community without affecting client support.
2004	Clothing, Food, & Hygiene	8,003	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Drastically reduced this line item due to the impact of reduction to bottom line budget by \$66,468 from previous year. Staff members will use resources available in community without affecting client support.
2005	Education Support	230	Assist with education expenses such as books and registration. This line item was reduced due to the impact of reduction to bottom line budget by \$66,468 from previous year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2006	Employment Support	230	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates. This line item was reduced due to the impact of reduction to bottom line budget by \$66,468 from previous year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	5,600	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage. Drastically reduced this line item due to the impact of reduction to bottom line budget by \$66,468 from previous year. Staff members will use resources available in community without affecting client support.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	
<b>3000: DIRECT OPERATING EXPENSES</b>		<b>29,882</b>	
3001	Telecommunications	7,328	Cost of landline telephone services, cell phones service, data connectivity. Previous budget was based on estimates, this increase was updated based on actual trends due to inflation.
3002	Printing/Postage	800	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. Anticipating higher expenses due to inflation.
3003	Office Supplies & Equipment	1,709	Includes desk supplies & minor equipment used by staff in the course of providing services. Reduction from previous year based on actual trends.
3004	Advertising	-	
3005	Staff Development & Training	2,545	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes registration cost, travel transportation, staff meals, and lodging expenses. Increase to line item based on additional training needs requested by current manager.
3006	Staff Mileage	300	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	16,750	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 leased van and 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees. Reduction from previous year due to one time repairs not anticipating in current year.
3009	Other (Staff Recruitment)	350	Thorough background check and drug testing.
3010	Other (specify)	-	
3011	Other (specify)	-	
3012	Other (specify)	-	
<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		<b>42,181</b>	
4001	Building Maintenance	11,412	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance including anticipated moving fees. Annual Janitorial Services to maintain client showers clean. Increase from previous year due to unbudgeted Janitorial Services for showers. Anticipating moving expenses before the end of the fiscal year.
4002	Rent/Lease Building	8,899	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	1,710	Shared copier lease. Reduction to this line item from previous year to updates on shared cost trends for actuals.

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	4004	Rent/Lease Vehicles	17,990	The cost of 1 shared lease vehicle and 1 leased van to assist with program and client needs and cost of 1 lease truck to haul client showers. Error in previous year calculation. Increase to budget line item from previous year to reflect leased truck utilized to haul showers.
	4005	Security	-	
	4006	Utilities	2,170	Shared cost of gas and electric. Deduction to line item based on current actual trends.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES				11,886
	5001	Consultant (Network & Data Management)	11,686	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	
	5004	Translation Services	200	Anticipating translation services to assist clients.
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES				50,848
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	3,615	Cost general and professional liability insurance. Increase to bottom line from previous year due to actual trends and inflation impact.
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Liability):	9,890	Cost of personal property, accidental and auto insurance. Increase to bottom line from previous year due to actual trends and inflation impact.
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	37,343	Moved expense from line item 6001 in previous fiscal year to 6009 in this year due to rate not being an approved indirect rate. Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan. Limited at 10% per PATH Grant maximum.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS				3,000
	7001	Computer Equipment & Software	2,900	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment. Reduction to line item, anticipating less replacements needs in this fiscal year.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777

BUDGET CHECK: -

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2023-24**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,498		\$ 7,498
1102	Regional Director	0.08	10,037		10,037
1103	Admin Specialist	0.05	2,679		2,679
1104	Accountant	0.10	6,132		6,132
1105	Quality Improvement Data Analyst	0.05	3,500		3,500
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.32	\$ 29,846		\$ 29,846
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.35		\$ 35,993	\$ 35,993
1117	Outreach Worker	2.00		79,082	79,082
1118	Case Managers	1.40		63,088	63,088
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.75		\$ 178,163	\$ 178,163
			Admin	Program	Total
Direct Personnel Salaries Subtotal		4.07	\$ 29,846	\$ 178,163	\$ 208,009
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 463	\$ 2,762	\$ 3,225
1202	Worker's Compensation		746	4,454	5,200
1203	Health Insurance		3,761	22,449	26,210
1204	Other (specify)		-	-	-
1205	Other (specify)		-	-	-
1206	Other (specify)		-	-	-



<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 4,970</b>	<b>\$ 29,665</b>	<b>\$ 34,635</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,283	13,630	15,913
1303	SUI	209	1,247	1,456
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,492</b>	<b>\$ 14,877</b>	<b>\$ 17,369</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 37,308</b>	<b>\$ 222,705</b>	<b>\$ 260,013</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>14%</b>	<b>86%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	5,000
2003	Client Transportation & Support	800
2004	Clothing, Food, & Hygiene	4,700
2005	Education Support	200
2006	Employment Support	200
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	3,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 13,900</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 7,328
3002	Printing/Postage	270
3003	Office Supplies & Equipment	1,009
3004	Advertising	-
3005	Staff Development & Training	2,545
3006	Staff Mileage	50
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	16,200
3009	Other (Staff Recruitment)	350
3010	Other (Insurance)	13,910
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 41,762</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 11,412

4002	Rent/Lease Building	8,899
4003	Rent/Lease Equipment	1,710
4004	Rent/Lease Vehicles	18,530
4005	Security	-
4006	Utilities	2,235
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 42,786</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,686
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	200
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 11,886</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Administrative & General Fees)	37,343
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 37,343</b>

**INDIRECT COST RATE****10.00%****7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,987
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 3,087</b>

**TOTAL PROGRAM EXPENSES \$ 410,777**

**PROGRAM FUNDING SOURCES**

<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
<b>Acct #</b>	<b>Line Item Description</b>	<b>Service Units</b>	<b>Rate</b>	<b>Amount</b>
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
<b>Acct #</b>	<b>MHSA Component</b>	<b>MHSA Program Name</b>	<b>Amount</b>
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ 102,777</b>

<b>8400 - OTHER REVENUE</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 308,000</b>

**TOTAL PROGRAM FUNDING SOURCES: \$ 410,777****NET PROGRAM COST: \$ -**

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2023-24**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.12
<b>Total</b>		<b><u>1.00</u></b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b><u>1.00</u></b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40

Total		<u>2.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2023-24 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>			<b>260,013</b>	
<b>Administrative Positions</b>			<b>29,846</b>	
	1101	Executive Director	7,498	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1102	Regional Director	10,037	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Admin Specialist	2,679	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
	1104	Accountant	6,132	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	Quality Improvement Data Analyst	3,500	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst.
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
<b>Program Positions</b>			<b>178,163</b>	
	1116	Program Manager	35,993	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and decreased FTE based on estimated time working with the program.
	1117	Outreach Worker	79,082	Provides outreach and engagement services, provides linkage to needed services. Reduction from original approved contract for this fiscal year. Annual rate was updated to reflect new replacement's current rates.
	1118	Case Managers	63,088	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH SMHS, increased FTE based on estimated time working at each program.
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
<b>Direct Employee Benefits</b>			<b>34,635</b>	
	1201	Retirement	3,225	Cost of 401K; estimated at 1.55% from total salaries.
	1202	Worker's Compensation	5,200	Workers Comp Insurance; estimated at 2.50% from total salaries
	1203	Health Insurance	26,210	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 14.15% from total salaries.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>			<b>17,369</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	15,913	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	1,456	Cost of SUI; estimated at .70% from total salaries.



PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT		13,900	
2001	Child Care	-	
2002	Client Housing Support	5,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year. Current FY2023 trends are reflecting low usage needs due to using resources in the community and linkages without affecting client support.
2003	Client Transportation & Support	800	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. This line was reduced due to no bottom line increase to total budget for the 2nd year. Current FY2023 trends are reflecting low usage needs and will not affect client support.
2004	Clothing, Food, & Hygiene	4,700	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year. Staff members will use resources available in community without affecting client support.
2005	Education Support	200	Assist with education expenses such as books and registration. This line was reduced due to no bottom line increase to total budget for the 2nd year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2006	Employment Support	200	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates. This line was reduced due to no bottom line increase to total budget for the 2nd year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	3,000	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year. Staff members will use resources available in community without affecting client support.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		41,762	
3001	Telecommunications	7,328	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	270	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. This line was reduced due to the impact of no bottom line increase to total budget for the 2nd year.
3003	Office Supplies & Equipment	1,009	Includes desk supplies & minor equipment used by staff in the course of providing services. This line was reduced due to the impact of no bottom line increase to total budget for the 2nd year.
3004	Advertising	-	
3005	Staff Development & Training	2,545	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes registration cost, travel transportation, staff meals, and lodging expenses. Increase to line item based on additional training needs requested by current manager.
3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees. Reduced based on current trends.
3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
3008	Vehicle Maintenance	16,200	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 leased van and 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees. Reduction from previous year due to expecting less vandalism after moving to new location.
3009	Other (Staff Recruitment)	350	Thorough background check and drug testing.
3010	Other (Insurance)	13,910	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. Anticipating shared cost to be reduced when program moves to new location.
3011	Other (specify)	-	
3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		42,786	
4001	Building Maintenance	11,412	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance including anticipated moving fees. Annual Janitorial Services to maintain client showers clean.
4002	Rent/Lease Building	8,899	Share cost of building space; anticipating moving locations.

PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
	4003	Rent/Lease Equipment	1,710
	4004	Rent/Lease Vehicles	18,530
	4005	Security	-
	4006	Utilities	2,235
	4007	Other (specify)	-
	4008	Other (specify)	-
	4009	Other (specify)	-
	4010	Other (specify)	-

5000: DIRECT SPECIAL EXPENSES			
			11,886
	5001	Consultant (Network & Data Management)	11,686
	5002	HMIS (Health Management Information System)	-
	5003	Contractual/Consulting Services (specify)	-
	5004	Translation Services	200
	5005	Other (specify)	-
	5006	Other (specify)	-
	5007	Other (specify)	-
	5008	Other (specify)	-

6000: INDIRECT EXPENSES			
			37,343
	6001	Administrative Overhead	-
	6002	Professional Liability Insurance	-
	6003	Accounting/Bookkeeping	-
	6004	External Audit	-
	6005	Insurance (Specify):	-
	6006	Payroll Services	-
	6007	Depreciation (Provider-Owned Equipment to be Used	-
	6008	Personnel (Indirect Salaries & Benefits)	-
	6009	Other (Administrative & General Fees)	37,343
	6010	Other (specify)	-
	6011	Other (specify)	-
	6012	Other (specify)	-
	6013	Other (specify)	-

7000: DIRECT FIXED ASSETS			
			3,087
	7001	Computer Equipment & Software	2,987
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-
	7003	Furniture & Fixtures	100
	7004	Leasehold/Tenant/Building Improvements	-
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-
	7006	Assets over \$5,000/unit (Specify)	-
	7007	Other (specify)	-
	7008	Other (specify)	-

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777

BUDGET CHECK: -

PATH PROGRAM- OEL  
Kings View  
Fiscal Year (FY) 2024-25

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,798		\$ 7,798
1102	Regional Director	0.08	10,439		10,439
1103	Admin Specialist	0.05	2,786		2,786
1104	Accountant	0.10	6,378		6,378
1105	Quality Improvement Data Analyst	0.05	3,640		3,640
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.32	\$ 31,041		\$ 31,041
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.35		\$ 37,432	\$ 37,432
1117	Outreach Worker	2.00		82,243	82,243
1118	Case Managers	1.40		65,622	65,622
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.75		\$ 185,297	\$ 185,297
			Admin	Program	Total
Direct Personnel Salaries Subtotal		4.07	\$ 31,041	\$ 185,297	\$ 216,338
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 481	\$ 2,872	\$ 3,353
1202	Worker's Compensation		776	4,632	5,408
1203	Health Insurance		3,911	23,347	27,258
1204	Other (specify)		-	-	-

1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 5,168</b>	<b>\$ 30,851</b>	<b>\$ 36,019</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,375	14,175	16,550
1303	SUI	217	1,297	1,514
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,592</b>	<b>\$ 15,472</b>	<b>\$ 18,064</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>				
		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 38,801</b>	<b>\$ 231,620</b>	<b>\$ 270,421</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>14%</b>	<b>86%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	4,000
2003	Client Transportation & Support	800
2004	Clothing, Food, & Hygiene	2,680
2005	Education Support	200
2006	Employment Support	200
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 9,880</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 7,328
3002	Printing/Postage	270
3003	Office Supplies & Equipment	850
3004	Advertising	-
3005	Staff Development & Training	545
3006	Staff Mileage	50
3007	Subscriptions & Memberships	100
3008	Vehicle Maintenance	15,325
3009	Other (Staff Recruitment)	350
3010	Other (Insurance)	13,910
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 38,728</b>

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 10,331
4002	Rent/Lease Building	8,899
4003	Rent/Lease Equipment	1,710
4004	Rent/Lease Vehicles	18,530
4005	Security	-
4006	Utilities	2,324
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 41,794

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,686
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	150
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 11,836

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Administrative & General Fees)	37,343
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 37,343

INDIRECT COST RATE	10.00%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 675
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-

7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 775</b>

<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 410,777</b>
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### PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %				0%
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ 102,777</b>

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-

8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 308,000
TOTAL PROGRAM FUNDING SOURCES:		\$ 410,777
NET PROGRAM COST:		\$ -

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2024-25**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
	<b>Total</b>	<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
	<b>Total</b>	<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65



<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40


**Total****2.00**

Position	Contract #/Name/Department/County	FTE %

**Total****0.00**

Position	Contract #/Name/Department/County	FTE %

**Total****0.00**

Position	Contract #/Name/Department/County	FTE %

**Total****0.00**

Position	Contract #/Name/Department/County	FTE %

**Total****0.00**

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2024-25 Budget Narrative**

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>270,421</b>		
<b>Administrative Positions</b>		<b>31,041</b>		
1101	Executive Director	7,798	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1102	Regional Director	10,439	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1103	Admin Specialist	2,786	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.	
1104	Accountant	6,378	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1105	Quality Improvement Data Analyst	3,640	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
<b>Program Positions</b>		<b>185,297</b>		
1116	Program Manager	37,432	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and decreased FTE based on estimated time working with the program.	
1117	Outreach Worker	82,243	Provides outreach and engagement services, provides linkage to needed services. Reduction from original approved contract for this fiscal year. Annual rate was updated to reflect new replacement's current rates.	
1118	Case Managers	65,622	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH SMHS, increased FTE based on estimated time working at each program.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
<b>Direct Employee Benefits</b>		<b>36,019</b>		
1201	Retirement	3,353	Cost of 401K; estimated at 1.55% from total salaries.	
1202	Worker's Compensation	5,408	Workers Comp Insurance; estimated at 2.50% from total salaries	
1203	Health Insurance	27,258	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 14.15% from total salaries.	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
<b>Direct Payroll Taxes &amp; Expenses:</b>		<b>18,064</b>		
1301	OASDI	-		
1302	FICA/MEDICARE	16,550	Cost of FICA/Medicare; estimated at 7.65% from total salaries.	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1303	SUI	1,514	Cost of SUI; estimated at .70% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT			9,880	
	2001	Child Care	-	
	2002	Client Housing Support	4,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. Current FY2023 trends are reflecting low usage needs due to using resources in the community and linkages without affecting client support.
	2003	Client Transportation & Support	800	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. Current FY2023 trends are reflecting low usage needs and will not affect client support.
	2004	Clothing, Food, & Hygiene	2,680	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Staff members will use resources available in community without affecting client support.
	2005	Education Support	200	Assist with education expenses such as books and registration. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
	2006	Employment Support	200	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates. Cost savings in FY2022 due to client needs are low in this area and will not affect client support. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	2,000	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage. Staff members will use resources available in community without affecting client support.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES			38,728	
	3001	Telecommunications	7,328	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	270	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	850	Includes desk supplies & minor equipment used by staff in the course of providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	545	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	100	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	15,325	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 leased van and 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees.
	3009	Other (Staff Recruitment)	350	Thorough background check and drug testing.
	3010	Other (Insurance)	13,910	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			41,794	
	4001	Building Maintenance	10,331	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance including anticipated moving fees. Annual Janitorial Services to maintain client showers clean. This line was reduced due to the impact of no bottom line increase to total budget for the 3rd year. Reduction to repairs and maintenance and available facility supplies.
	4002	Rent/Lease Building	8,899	Share cost of building space, anticipating moving locations.
	4003	Rent/Lease Equipment	1,710	Shared copier lease.
	4004	Rent/Lease Vehicles	18,530	The cost of 1 shared lease vehicle and 1 leased van to assist with program and client needs and cost of 1 lease truck to haul client showers.
	4005	Security	-	
	4006	Utilities	2,324	Shared cost of gas and electric.

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			11,836	
	5001	Consultant (Network & Data Management)	11,686	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	
	5004	Translation Services	150	Anticipating translation services to assist clients.
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			37,343	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Specify):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	37,343	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			775	
	7001	Computer Equipment & Software	675	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES				
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDICAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
	8001	Mental Health Services		
	8002	Case Management		
	8003	Crisis Services		
	8004	Medication Support		
	8005	Collateral		
	8006	Plan Development		
	8007	Assessment		
	8008	Rehabilitation		
	8009	Other (Specify)		
	8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	410,777
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	410,777
BUDGET CHECK:	-

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2025-26**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 8,032		\$ 8,032
1102	Regional Director	0.08	10,751		10,751
1103	Admin Specialist	0.05	2,870		2,870
1104	Accountant	0.10	6,569		6,569
1105	Quality Improvement Data Analyst	0.05	3,749		3,749
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.32	\$ 31,971		\$ 31,971
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.35		\$ 38,555	\$ 38,555
1117	Outreach Worker	2.00		84,698	84,698
1118	Case Managers	1.40		67,587	67,587
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		3.75		\$ 190,840	\$ 190,840
			Admin	Program	Total
Direct Personnel Salaries Subtotal		4.07	\$ 31,971	\$ 190,840	\$ 222,811
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 496	\$ 2,958	\$ 3,454
1202	Worker's Compensation		799	4,771	5,570
1203	Health Insurance		4,028	24,046	28,074
1204	Other (specify)				-
1205	Other (specify)		-	-	-
1206	Other (specify)		-	-	-

<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 5,323</b>	<b>\$ 31,775</b>	<b>\$ 37,098</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,446	14,599	17,045
1303	SUI	224	1,336	1,560
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,670</b>	<b>\$ 15,935</b>	<b>\$ 18,605</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 39,964</b>	<b>\$ 238,550</b>	<b>\$ 278,514</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>14%</b>	<b>86%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	1,500
2003	Client Transportation & Support	200
2004	Clothing, Food, & Hygiene	1,600
2005	Education Support	100
2006	Employment Support	100
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	1,500
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 5,000</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 7,328
3002	Printing/Postage	70
3003	Office Supplies & Equipment	500
3004	Advertising	-
3005	Staff Development & Training	400
3006	Staff Mileage	50
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	13,827
3009	Other (Staff Recruitment)	350
3010	Other (Insurance)	13,910
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 36,485</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 9,536



4002	Rent/Lease Building	8,899
4003	Rent/Lease Equipment	1,710
4004	Rent/Lease Vehicles	18,530
4005	Security	-
4006	Utilities	2,324
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 40,999</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 11,686
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (specify)	-
5004	Translation Services	150
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 11,836</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Administrative & General Fees)	37,343
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 37,343</b>

**INDIRECT COST RATE****10.00%****7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 600
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	-
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 600</b>

**TOTAL PROGRAM EXPENSES \$ 410,777**

**PROGRAM FUNDING SOURCES**

<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
<b>Acct #</b>	<b>Line Item Description</b>	<b>Service Units</b>	<b>Rate</b>	<b>Amount</b>
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
<b>Acct #</b>	<b>MHSA Component</b>	<b>MHSA Program Name</b>	<b>Amount</b>
8301	CSS - Community Services & Supports		\$ 102,777
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ 102,777</b>

<b>8400 - OTHER REVENUE</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	308,000
8404	Other (Specify)	-
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 308,000</b>

**TOTAL PROGRAM FUNDING SOURCES: \$ 410,777****NET PROGRAM COST: \$ -**

**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2025-26**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40

Total		2.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

	Total	<u>0.00</u>

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**PATH PROGRAM- OEL**  
**Kings View**  
**Fiscal Year (FY) 2025-26 Budget Narrative**

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>278,514</b>		
<b>Administrative Positions</b>		<b>31,971</b>		
1101	Executive Director	8,032	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1102	Regional Director	10,751	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1103	Admin Specialist	2,870	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.	
1104	Accountant	6,569	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.	
1105	Quality Improvement Data Analyst	3,749	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst.	
1106	0	-		
1107	0	-		
1108	0	-		
1109	0	-		
1110	0	-		
1111	0	-		
1112	0	-		
1113	0	-		
1114	0	-		
1115	0	-		
<b>Program Positions</b>		<b>190,840</b>		
1116	Program Manager	38,555	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and decreased FTE based on estimated time working with the program.	
1117	Outreach Worker	84,698	Provides outreach and engagement services, provides linkage to needed services. Reduction from original approved contract for this fiscal year. Annual rate was updated to reflect new replacement's current rates.	
1118	Case Managers	67,587	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH SMHS, increased FTE based on estimated time working at each program.	
1119	0	-		
1120	0	-		
1121	0	-		
1122	0	-		
1123	0	-		
1124	0	-		
1125	0	-		
1126	0	-		
1127	0	-		
1128	0	-		
1129	0	-		
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
<b>Direct Employee Benefits</b>		<b>37,098</b>		
1201	Retirement	3,454	Cost of 401K; estimated at 1.55% from total salaries.	
1202	Worker's Compensation	5,570	Workers Comp Insurance; estimated at 2.50% from total salaries	
1203	Health Insurance	28,074	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 14.15% from total salaries.	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
<b>Direct Payroll Taxes &amp; Expenses:</b>		<b>18,605</b>		
1301	OASDI	-		
1302	FICA/MEDICARE	17,045	Cost of FICA/Medicare; estimated at 7.65% from total salaries.	
1303	SUI	1,560	Cost of SUI; estimated at .70% from total salaries.	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>5,000</b>		
2001	Child Care	-		



PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
2002	Client Housing Support	1,500	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Current FY2023 trends are reflecting low usage needs due to using resources in the community and linkages without affecting client support.
2003	Client Transportation & Support	200	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Current FY2023 trends are reflecting low usage needs and will not affect client support.
2004	Clothing, Food, & Hygiene	1,600	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Staff members will use resources available in community without affecting client support.
2005	Education Support	100	Assist with education expenses such as books and registration. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2006	Employment Support	100	Cost of employment assistance such as interview clothes, DMV records, ID Cards or birth certificates. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Cost savings in FY2022 due to client needs are low in this area and will not affect client support.
2007	Household Items for Clients	-	
2008	Medication Supports	-	
2009	Program Supplies - Medical	-	
2010	Utility Vouchers	-	
2011	Other (Program Supplies)	1,500	Cost to supply showers trailer with items such as soap, shampoo, and towels for client usage. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 4th year. Staff members will use resources available in community without affecting client support.
2012	Other (specify)	-	
2013	Other (specify)	-	
2014	Other (specify)	-	
2015	Other (specify)	-	
2016	Other (specify)	-	

<b>3000: DIRECT OPERATING EXPENSES</b>		<b>36,485</b>	
3001	Telecommunications	7,328	Cost of landline telephone services, cell phones service, data connectivity.
3002	Printing/Postage	70	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year. Reduction to funds available for printing.
3003	Office Supplies & Equipment	500	Includes desk supplies & minor equipment used by staff in the course of providing services. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year.
3004	Advertising	-	
3005	Staff Development & Training	400	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year. Reduction to funds available for training.
3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year.
3008	Vehicle Maintenance	13,827	Auto repairs & maintenance required to maintain 1 leased truck to haul client showers, 1 leased van and 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, fuel and DVM fees. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year. Reduction to available funds for auto repairs & maintenance.
3009	Other (Staff Recruitment)	350	Thorough background check and drug testing.
3010	Other (Insurance)	13,910	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
3011	Other (specify)	-	
3012	Other (specify)	-	

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>	<b>40,999</b>
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PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
4001	Building Maintenance	9,536	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance including anticipated moving fees. Annual Janitorial Services to maintain client showers clean. This line was reduced due to the impact of no bottom line increase to total budget for the 4th year. Reduction to repairs and maintenance and available facility supplies.
4002	Rent/Lease Building	8,899	Share cost of building space, anticipating moving locations.
4003	Rent/Lease Equipment	1,710	Shared copier lease.
4004	Rent/Lease Vehicles	18,530	The cost of 1 shared lease vehicle and 1 leased van to assist with program and client needs and cost of 1 lease truck to haul client showers.
4005	Security	-	
4006	Utilities	2,324	Shared cost of gas and electric.
4007	Other (specify)	-	
4008	Other (specify)	-	
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		11,836	
5001	Consultant (Network & Data Management)	11,686	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	150	Anticipating translation services to assist clients.
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		37,343	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (Administrative & General Fees)	37,343	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		600	
7001	Computer Equipment & Software	600	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment. No funds available for full cost replacements.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 410,777

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 410,777

BUDGET CHECK: -

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2021-22**

**PROGRAM EXPENSES**

**1000: DIRECT SALARIES & BENEFITS**

**Direct Employee Salaries**

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.01	\$ 790		\$ 790
1102	Executive Assistant	0.01	252		252
1103	Regional Director	0.02	2,593		2,593
1104	Admin Specialist	0.08	3,885		3,885
1105	Accountant	0.03	1,792		1,792
1106	Quality Improvement Data Analyst	0.02	1,268		1,268
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

<b>Direct Personnel Admin Salaries Subtotal</b>	<b>0.16</b>	<b>\$ 10,580</b>		<b>\$ 10,580</b>
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Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.30		\$ 31,603	\$ 31,603
1117	Case Managers	0.80		33,654	33,654
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

<b>Direct Personnel Program Salaries Subtotal</b>	<b>1.10</b>		<b>\$ 65,257</b>	<b>\$ 65,257</b>
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		Admin	Program	Total
<b>Direct Personnel Salaries Subtotal</b>	<b>1.26</b>	<b>\$ 10,580</b>	<b>\$ 65,257</b>	<b>\$ 75,837</b>

**Direct Employee Benefits**

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 192	\$ 1,183	\$ 1,375

1202	Worker's Compensation	253	1,559	1,812
1203	Health Insurance	776	4,783	5,559
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 1,221</b>	<b>\$ 7,525</b>	<b>\$ 8,746</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	777	4,791	5,568
1303	SUI	61	376	437
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 838</b>	<b>\$ 5,167</b>	<b>\$ 6,005</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 12,639</b>	<b>\$ 77,949</b>	<b>\$ 90,588</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>14%</b>	<b>86%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	25,000
2003	Client Transportation & Support	
2004	Clothing, Food, & Hygiene	740
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,372
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 28,112</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 1,330
3002	Printing/Postage	350
3003	Office Supplies & Equipment	1,023
3004	Advertising	-
3005	Staff Development & Training	640
3006	Staff Mileage	150
3007	Subscriptions & Memberships	50

3008	Vehicle Maintenance	2,167
3009	Other (Staff Recruitment)	300
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 6,010</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 1,324
4002	Rent/Lease Building	2,052
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	1,953
4005	Security	-
4006	Utilities	675
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 6,244</b>

<b>5000: DIRECT SPECIAL EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
5001	Consultant (Network & Data Management)	\$ 4,046
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (Psychiatrist Fees)	32,438
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 36,484</b>

<b>6000: INDIRECT EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 20,789
	Administrative Overhead	
6002	Professional Liability Insurance	1,961
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Liability):	689
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 23,439</b>

<b>INDIRECT COST RATE</b>	<b>13.74%</b>
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**7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 3,050
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
<b>FIXED ASSETS EXPENSES TOTAL</b>		<b>\$ 3,150</b>

<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 194,027</b>
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**PROGRAM FUNDING SOURCES****8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)**

Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	160	3.75	600
8003	Crisis Services	64	6.75	432
8004	Medication Support	2,870	8.00	22,960
8005	Collateral			-
8006	Plan Development	850	4.50	3,825
8007	Assessment	2,950	4.50	13,275
8008	Rehabilitation	33,838	4.50	152,271
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>40,732</b>		<b>\$ 193,363</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				145,022
Federal Financial Participation (FFP) %			85%	123,269
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ 123,269</b>

**8100 - SUBSTANCE USE DISORDER FUNDS**

Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

**8200 - REALIGNMENT**

Acct #	Line Item Description	Amount
8201	Realignment	\$ 0
<b>REALIGNMENT TOTAL</b>		<b>\$ 0</b>

**8300 - MENTAL HEALTH SERVICE ACT (MHSA)**

Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756

8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 194,027
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NET PROGRAM COST:	\$ -
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**PATH Program- SMHS  
Kings View  
Fiscal Year (FY) 2021-22**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.09
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.10
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>



Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.02
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.11
	Rural Triage East/Fresno	0.15
	Rural Triage West/Fresno	0.15
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Madera	0.02
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.08
	PATH OEL/Fresno	0.26
	Rural Triage East/Fresno	0.40
	Rural Triage West/Fresno	0.26
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.67
	PATH MOP/Fresno	0.03
Total		1.00

[illegible]

**Total****2.00**

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.03
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.08
	Rural Triage East/Fresno	0.11
	Rural Triage West/Fresno	0.09
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.03
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.05
	Shasta	0.07
	Finance Department	0.37

**Total****1.00**

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Triage East/Fresno	0.12
	Rural Triage West/Fresno	0.12
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.05
	Shasta	0.04
	Kings	0.27
	Quality & Performance Improvement Department	0.03

**Total****1.00**

Position	Contract #/Name/Department/County	FTE %

**Total****0.00**

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2021-22 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>90,588</b>	
<b>Administrative Positions</b>		<b>10,580</b>	
1101	Executive Director	790	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1102	Executive Assistant	252	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.
1103	Regional Director	2,593	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1104	Admin Specialist	3,885	Provides administrative support for the program and assist with medical billing and records.
1105	Accountant	1,792	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1106	Quality Improvement Data Analyst	1,268	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
<b>Program Positions</b>		<b>65,257</b>	
1116	Program Manager	31,603	Provides supervision of all staff and direct oversight of program management.
1117	Case Managers	33,654	Provides administrative support for the program and assist with medical billing and records.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
<b>Direct Employee Benefits</b>		<b>8,746</b>	
1201	Retirement	1,375	Cost of 401K; estimated at 1.89% from total salaries.
1202	Worker's Compensation	1,812	Workers Comp Insurance; estimated at 2.49% from total salaries
1203	Health Insurance	5,559	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 11.26% from total salaries.
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>		<b>6,005</b>	
1301	OASDI	-	
1302	FICA/MEDICARE	5,568	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
1303	SUI	437	Cost of SUI; estimated at .60% from total salaries.
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>28,112</b>	
2001	Child Care	-	
2002	Client Housing Support	25,000	Support clients with rent, security deposits, board and care, emergency housing such as hotels/motels, groceries and household supplies.
2003	Client Transportation & Support	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	2004	Clothing, Food, & Hygiene	740	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	2,372	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES			6,010	
	3001	Telecommunications	1,330	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	350	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	1,023	Includes all supplies used by staff in the course of providing services. Also, includes program supplies such as snacks for clients or outreach supplies.
	3004	Advertising	-	
	3005	Staff Development & Training	640	Minor shared cost for continuation of staff development and training. Also includes HMIS training fees.
	3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	2,167	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
	3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
	3010	Other (specify)	-	
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			6,244	
	4001	Building Maintenance	1,324	Shared copier maintenance and minor building repairs and maintenance.
	4002	Rent/Lease Building	2,052	Building space lease, anticipating moving locations.
	4003	Rent/Lease Equipment	240	Shared copier lease.
	4004	Rent/Lease Vehicles	1,953	The cost of 2 shared lease vehicles to assist with program needs.
	4005	Security	-	
	4006	Utilities	675	The cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			36,484	
	5001	Consultant (Network & Data Management)	4,046	Kings View Information Technology Department (KVIT) will provide hardware and software support for successful data collection. A database will be designed for this program. KVIT will procure equipment, software & other services from approved & authorized vendors. Provide online, onsite, or phone-based emergency support-24/7 from the KVIT Help Desk.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (Psychiatrist Fees)	32,438	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			23,439	
	6001	Administrative Overhead	20,789	Expenses provides program management, fiscal services, payroll, human resources,
	6002	Professional Liability Insurance	1,961	Cost general and professional liability insurance.
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	6005	Insurance (Liability):	689	Cost of personal property, accidental and auto insurance.
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (specify)	-	
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		3,150		
	7001	Computer Equipment & Software	3,050	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	Based on annualizing current reports
	8003	Crisis Services	Based on annualizing current reports
	8004	Medication Support	Based on annualizing current reports
	8005	Collateral	
	8006	Plan Development	Based on annualizing current reports
	8007	Assessment	Based on annualizing current reports
	8008	Rehabilitation	Based on annualizing current reports
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 194,027

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 194,027

BUDGET CHECK: -

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2022-23**

**PROGRAM EXPENSES**

**1000: DIRECT SALARIES & BENEFITS**

**Direct Employee Salaries**

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,210		\$ 7,210
1102	Regional Director	0.085	10,254		10,254
1103	Admin Specialist	0.30	15,456		15,456
1104	Accountant	0.07	4,126		4,126
1105	Quality Improvement Data Analyst	0.05	3,366		3,366
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

**Direct Personnel Admin Salaries Subtotal**      **0.55**      **\$ 40,412**      **\$ 40,412**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.25		\$ 24,721	\$ 24,721
1117	Case Managers	0.60		25,996	25,996
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

**Direct Personnel Program Salaries Subtotal**      **0.85**      **\$ 50,717**      **\$ 50,717**

	Admin	Program	Total
<b>Direct Personnel Salaries Subtotal</b>	<b>1.40</b>	<b>\$ 40,412</b>	<b>\$ 50,717</b>
			<b>\$ 91,129</b>

**Direct Employee Benefits**

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 764	\$ 959	\$ 1,723
1202	Worker's Compensation	1,006	1,263	2,269
1203	Health Insurance	3,787	4,752	8,539
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-



1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 5,557</b>	<b>\$ 6,974</b>	<b>\$ 12,531</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	3,092	3,880	6,972
1303	SUI	242	304	546
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 3,334</b>	<b>\$ 4,184</b>	<b>\$ 7,518</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 49,303</b>	<b>\$ 61,875</b>	<b>\$ 111,178</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>44%</b>	<b>56%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	31,135
2003	Client Transportation & Support	
2004	Clothing, Food, & Hygiene	2,115
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 35,250</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 2,907
3002	Printing/Postage	250
3003	Office Supplies & Equipment	847
3004	Advertising	-
3005	Staff Development & Training	1,256
3006	Staff Mileage	50
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	1,467
3009	Other (Staff Recruitment)	150
3010	Other (Insurance)	2,933
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 9,910</b>

**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 2,260
4002	Rent/Lease Building	1,900
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	675
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,905

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	34,771
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 39,751

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	18,071
6009	Other (Operating)	6,024
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

FIXED ASSETS EXPENSES TOTAL	\$ 2,200
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TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES
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8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %			85%	157,531
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS
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Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT
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Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)
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Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289
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NET PROGRAM COST:	\$ -
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**PATH PROGRAM-SMHS****Kings View****Fiscal Year (FY) 2022-23****PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.05
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Admin	0.22
	Kings	0.02
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.090
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.075
	Madera	0.060
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.12
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.23
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.07
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	CCMU-Rural CIT/Fresno	0.11
	CCMU-Metro CIT/Fresno	0.11
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Quality & Performance Improvement Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60

	PATH OEL/Fresno	1.40
Total		2.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		<u>0.00</u>



**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2022-23 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>			<b>111,178</b>	
<b>Administrative Positions</b>			<b>40,412</b>	
	1101	Executive Director	7,210	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1102	Regional Director	10,254	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Admin Specialist	15,456	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
	1104	Accountant	4,126	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	Quality Improvement Data Analyst	3,366	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
<b>Program Positions</b>			<b>50,717</b>	
	1116	Program Manager	24,721	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program.
	1117	Case Managers	25,996	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH OEL, decreased FTE based on estimated time working at each program.
	1118	0	-	
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
<b>Direct Employee Benefits</b>			<b>12,531</b>	
	1201	Retirement	1,723	Cost of 401K; estimated at 1.89% from total salaries.
	1202	Worker's Compensation	2,269	Workers Comp Insurance; estimated at 2.49% from total salaries
	1203	Health Insurance	8,539	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 11.26% from total salaries.

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>			<b>7,518</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	6,972	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	546	Cost of SUI; estimated at .60% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

<b>2000: DIRECT CLIENT SUPPORT</b>			<b>35,250</b>	
	2001	Child Care	-	
	2002	Client Housing Support	31,135	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. Bottom line budget was increased by \$34,262 in this year allowing for increase to this line item after operating cost are covered. Based upon midyear analysis, we have only expensed approximately 10% of the total budget on client support items and are using the remaining funds elsewhere.
	2003	Client Transportation & Support	-	
	2004	Clothing, Food, & Hygiene	2,115	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Bottom line budget was increased by \$34,262 in this year allowing for increase to this line item after operating cost are covered. No change from original approved contract.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies. No change from original approved contract.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

<b>3000: DIRECT OPERATING EXPENSES</b>			<b>9,910</b>	
	3001	Telecommunications	2,907	Cost of landline telephone services, cell phones service, data connectivity. Updated based on increased trends. Inflation rate in 2022 increased by 7.1% and expected to continue increasing.
	3002	Printing/Postage	250	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. No change from original approved contract.
	3003	Office Supplies & Equipment	847	Includes all supplies and minor equipment used by staff in the course of providing services. Reduction from previous year based on trends.
	3004	Advertising	-	
	3005	Staff Development & Training	1,256	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes registration cost, travel transportation, staff meals, and lodging expenses. Bottom line budget was increased by \$34,262 in this year allowing for increase to this line.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription. No change from original approved contract.
	3008	Vehicle Maintenance	1,467	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees. Decrease to budget line item from previous year due to one time auto repairs maintenance not expected in current year.
	3009	Other (Staff Recruitment)	150	Thorough background check and drug testing. Reduction from previous year due to being fully staffed.
	3010	Other (Insurance)	2,933	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. Updated based on increased trends. Inflation rate in 2022 increased by 7.1% and expected to continue increasing.
	3011	Other (specify)	-	

PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
	3012	Other (specify)	-

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		<b>5,905</b>	
	4001	Building Maintenance	2,260
			Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance including anticipated moving fees.
	4002	Rent/Lease Building	1,900
			Share cost of building space, anticipating moving locations.
	4003	Rent/Lease Equipment	240
			Shared copier lease.
	4004	Rent/Lease Vehicles	830
			The cost of 1 shared lease vehicle to assist with program needs.
	4005	Security	-
	4006	Utilities	675
			Shared cost of gas and electric.
	4007	Other (specify)	-
	4008	Other (specify)	-
	4009	Other (specify)	-
	4010	Other (specify)	-

<b>5000: DIRECT SPECIAL EXPENSES</b>		<b>39,751</b>	
	5001	Consultant (Network & Data Management)	4,980
			Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7. Decreased from previous year based on estimated support to program.
	5002	HMIS (Health Management Information System)	-
	5003	Contractual/Consulting Services (Psychiatrist Fees)	34,771
			Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week. The inflation rate in 2022 was increased by 7.1% and is expected to continue increasing. To ensure sustainability of the services an increase of 6% from previous fiscal year rate is being captured in this line item. Current Psychiatrist has not received an increase since 2020. Includes training hours in addition to 4 hours per week.
	5004	Translation Services	-
	5005	Other (specify)	-
	5006	Other (specify)	-
	5007	Other (specify)	-
	5008	Other (specify)	-

<b>6000: INDIRECT EXPENSES</b>		<b>24,095</b>	
	6001	Administrative Overhead	-
	6002	Professional Liability Insurance	-
	6003	Accounting/Bookkeeping	-
	6004	External Audit	-
	6005	Insurance (Specify):	-
	6006	Payroll Services	-
	6007	Depreciation (Provider-Owned Equipment to be Used	-
	6008	Personnel (Indirect Salaries & Benefits)	18,071
			Expenses to this line item ranges from salaries and benefits generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions based on our Cost Allocation Plan.
	6009	Other (Operating)	6,024
			Expense to this line item are operating cost generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions based on our Cost Allocation Plan. For example: rent, utilities & supplies.
	6010	Other (specify)	-
	6011	Other (specify)	-
	6012	Other (specify)	-
	6013	Other (specify)	-

<b>7000: DIRECT FIXED ASSETS</b>		<b>2,200</b>	
	7001	Computer Equipment & Software	2,100
			Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-
	7003	Furniture & Fixtures	100
			Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-
	7006	Assets over \$5,000/unit (Specify)	-
	7007	Other (specify)	-
	7008	Other (specify)	-

PROGRAM FUNDING SOURCES			
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PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	Based on annualizing current reports
	8003	Crisis Services	Based on annualizing current reports
	8004	Medication Support	Based on annualizing current reports
	8005	Collateral	
	8006	Plan Development	Based on annualizing current reports
	8007	Assessment	Based on annualizing current reports
	8008	Rehabilitation	Based on annualizing current reports
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2023-24**

**PROGRAM EXPENSES**

**1000: DIRECT SALARIES & BENEFITS**

**Direct Employee Salaries**

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,498		\$ 7,498
1102	Regional Director	0.085	10,665		10,665
1103	Admin Specialist	0.30	16,075		16,075
1104	Accountant	0.07	4,292		4,292
1105	Quality Improvement Data Analyst	0.05	3,467		3,467
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

**Direct Personnel Admin Salaries Subtotal**      **0.55**      **\$ 41,997**      **\$ 41,997**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.25		\$ 25,710	\$ 25,710
1117	Case Managers	0.60		27,044	27,044
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

**Direct Personnel Program Salaries Subtotal**      **0.85**      **\$ 52,754**      **\$ 52,754**

		Admin	Program	Total
<b>Direct Personnel Salaries Subtotal</b>	<b>1.40</b>	<b>\$ 41,997</b>	<b>\$ 52,754</b>	<b>\$ 94,751</b>

**Direct Employee Benefits**

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 794	\$ 997	\$ 1,791
1202	Worker's Compensation	1,046	1,313	2,359
1203	Health Insurance	3,935	4,943	8,878
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-

1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 5,775</b>	<b>\$ 7,253</b>	<b>\$ 13,028</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	3,212	4,036	7,248
1303	SUI	252	316	568
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 3,464</b>	<b>\$ 4,352</b>	<b>\$ 7,816</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 51,236</b>	<b>\$ 64,359</b>	<b>\$ 115,595</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>44%</b>	<b>56%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	18,086
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	4,115
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	6,135
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 28,336</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 2,907
3002	Printing/Postage	250
3003	Office Supplies & Equipment	847
3004	Advertising	-
3005	Staff Development & Training	1,355
3006	Staff Mileage	50
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	4,019
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,963
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 12,741</b>

**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,524
4002	Rent/Lease Building	1,957
4003	Rent/Lease Equipment	240
4004	Rent/Lease Vehicles	830
4005	Security	
4006	Utilities	695
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 5,246

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 40,076

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	
6009	Other (Administrative & General Fees)	24,095
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 24,095

INDIRECT COST RATE	11.80%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 2,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

FIXED ASSETS EXPENSES TOTAL	\$ 2,200
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TOTAL PROGRAM EXPENSES	\$ 228,289
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PROGRAM FUNDING SOURCES
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8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %			85%	157,531
MEDI-CAL FFP TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
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Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
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Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
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Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-
8404	Other (Client Rents)	1,002
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289
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NET PROGRAM COST:	\$ -
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**PATH PROGRAM-SMHS**  
**Kings View**  
**Fiscal Year (FY) 2023-24**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.12
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40

Total		2.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

	Total	<u>0.00</u>

**PATH PROGRAM-SMHS**  
**Kings View**  
**Fiscal Year (FY) 2023-24 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>			<b>115,595</b>	
<b>Administrative Positions</b>			<b>41,997</b>	
	1101	Executive Director	7,498	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1102	Regional Director	10,665	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Admin Specialist	16,075	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
	1104	Accountant	4,292	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	Quality Improvement Data Analyst	3,467	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
<b>Program Positions</b>			<b>52,754</b>	
	1116	Program Manager	25,710	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program.
	1117	Case Managers	27,044	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH OEL, decreased FTE based on estimated time working at each program.
	1118	0	-	
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
<b>Direct Employee Benefits</b>			<b>13,028</b>	
	1201	Retirement	1,791	Cost of 401K; estimated at 1.89% from total salaries.

PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE			
	1202	Worker's Compensation	2,359
	1203	Health Insurance	8,878
	1204	Other (specify)	-
	1205	Other (specify)	-
	1206	Other (specify)	-
<b>Direct Payroll Taxes &amp; Expenses:</b>			
			<b>7,816</b>
	1301	OASDI	-
	1302	FICA/MEDICARE	7,248
	1303	SUI	568
	1304	Other (specify)	-
	1305	Other (specify)	-
	1306	Other (specify)	-

2000: DIRECT CLIENT SUPPORT			
28,336			
	2001	Child Care	-
	2002	Client Housing Support	18,086
			Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget this year. Based on previous year expense trends, the total budget on client support items were decreased and are using the remaining funds elsewhere.
	2003	Client Transportation & Support	-
	2004	Clothing, Food, & Hygiene	4,115
			Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Adjusted based on current trends, this line item is utilized by clients more.
	2005	Education Support	-
	2006	Employment Support	-
	2007	Household Items for Clients	-
	2008	Medication Supports	-
	2009	Program Supplies - Medical	-
	2010	Utility Vouchers	-
	2011	Other (Program Supplies)	6,135
			Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies. Adjusted based on current trends, this line item is utilized by clients more.
	2012	Other (specify)	-
	2013	Other (specify)	-
	2014	Other (specify)	-
	2015	Other (specify)	-
	2016	Other (specify)	-

3000: DIRECT OPERATING EXPENSES			
12,741			
	3001	Telecommunications	2,907
			Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	250
			Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	847
			Includes all supplies and minor equipment used by staff in the course of providing services. Reduction to line item based on current trends.
	3004	Advertising	-
	3005	Staff Development & Training	1,355
			Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes, registration cost, travel transportation, staff meals, and lodging expenses.
	3006	Staff Mileage	50
			Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	50
			Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	4,019
			Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees. Increase to this line item due to high vandalism occurring to vehicles and anticipating higher maintenance for older vehicle.
	3009	Other (Staff Recruitment)	300
			Thorough background check and drug testing.
	3010	Other (Insurance)	2,963
			Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
	3011	Other (specify)	-
	3012	Other (specify)	-

4000: DIRECT FACILITIES & EQUIPMENT			
5,246			

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	4001	Building Maintenance	1,524	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance.
	4002	Rent/Lease Building	1,957	Share cost of building space, anticipating moving locations.
	4003	Rent/Lease Equipment	240	Shared copier lease.
	4004	Rent/Lease Vehicles	830	The cost of 1 shared lease vehicle to assist with program needs.
	4005	Security	-	
	4006	Utilities	695	Shared cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			40,076	
	5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (Psychiatrist Fees)	35,096	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week.
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			24,095	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Specify):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	24,095	Expense combined this year due to same GL account number. Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			2,200	
	7001	Computer Equipment & Software	2,100	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	Based on annualizing current reports
	8003	Crisis Services	Based on annualizing current reports



PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
	8004	Medication Support	Based on annualizing current reports
	8005	Collateral	
	8006	Plan Development	Based on annualizing current reports
	8007	Assessment	Based on annualizing current reports
	8008	Rehabilitation	Based on annualizing current reports
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:		228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:		228,289
BUDGET CHECK:		-

PATH PROGRAM- SMHS  
Kings View  
Fiscal Year (FY) 2024-25

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 7,798		\$ 7,798
1102	Regional Director	0.085	11,091		11,091
1103	Admin Specialist	0.30	16,717		16,717
1104	Accountant	0.07	4,464		4,464
1105	Quality Improvement Data Analyst	0.05	3,606		3,606
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.55	\$ 43,676		\$ 43,676
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.25		\$ 26,737	\$ 26,737
1117	Case Managers	0.60		28,117	28,117
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		0.85		\$ 54,854	\$ 54,854
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.40	\$ 43,676	\$ 54,854	\$ 98,530
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 825	\$ 1,037	\$ 1,862
1202	Worker's Compensation		1,087	1,366	2,453
1203	Health Insurance		4,092	5,140	9,232

1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 6,004</b>	<b>\$ 7,543</b>	<b>\$ 13,547</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	3,341	4,197	7,538
1303	SUI	262	329	591
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 3,603</b>	<b>\$ 4,526</b>	<b>\$ 8,129</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>				
		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 53,283</b>	<b>\$ 66,923</b>	<b>\$ 120,206</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>44%</b>	<b>56%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	12,000
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	3,760
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	4,434
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 20,194</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 2,907
3002	Printing/Postage	200
3003	Office Supplies & Equipment	872
3004	Advertising	-
3005	Staff Development & Training	1,355
3006	Staff Mileage	50
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	4,019
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	2,963
3011	Other (specify)	-
3012	Other (specify)	-

<b>DIRECT OPERATING EXPENSES TOTAL:</b>	<b>\$ 12,716</b>
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**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,825
4002	Rent/Lease Building	2,035
4003	Rent/Lease Equipment	250
4004	Rent/Lease Vehicles	863
4005	Security	
4006	Utilities	723
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 5,696</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	37,202
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 42,182</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	
6008	Personnel (Indirect Salaries & Benefits)	
6009	Other (Administrative & General Fees)	24,095
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 24,095</b>

<b>INDIRECT COST RATE</b>	<b>11.80%</b>
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**7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 3,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100

7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 3,200

TOTAL PROGRAM EXPENSES	\$ 228,289
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### PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
FEDERAL FINANCIAL PARTICIPATION (FFP) TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-

8404	Other (Client Rents)	1,002
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289
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NET PROGRAM COST:	\$ -
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**PATH PROGRAM-SMHS****Kings View****Fiscal Year (FY) 2024-25****PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.07
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.28
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40



Total		2.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

	Total	<u>0.00</u>

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2024-25 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>120,206</b>	
<b>Administrative Positions</b>		<b>43,676</b>	
1101	Executive Director	7,798	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1102	Regional Director	11,091	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1103	Admin Specialist	16,717	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
1104	Accountant	4,464	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1105	Quality Improvement Data Analyst	3,606	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
<b>Program Positions</b>		<b>54,854</b>	
1116	Program Manager	26,737	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program.
1117	Case Managers	28,117	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH OEL, decreased FTE based on estimated time working at each program.
1118	0	-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
<b>Direct Employee Benefits</b>		<b>13,547</b>	
1201	Retirement	1,862	Cost of 401K; estimated at 1.89% from total salaries.
1202	Worker's Compensation	2,453	Workers Comp Insurance; estimated at 2.49% from total salaries

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1203	Health Insurance	9,232	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 11.26% from total salaries.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>				
			<b>8,129</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	7,538	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	591	Cost of SUI; estimated at .60% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT				
			<b>20,194</b>	
	2001	Child Care	-	
	2002	Client Housing Support	12,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year. Based on FY2023 expense trends, the total budget on client support items were decreased and are using the remaining funds elsewhere.
	2003	Client Transportation & Support	-	
	2004	Clothing, Food, & Hygiene	3,760	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	4,434	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 2nd year.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES				
			<b>12,716</b>	
	3001	Telecommunications	2,907	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	200	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. This line was reduced due to no bottom line increase to total budget for the 2nd year.
	3003	Office Supplies & Equipment	872	Includes all supplies and minor equipment used by staff in the course of providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	1,355	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes, registration cost, travel transportation, staff meals, and lodging expenses.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	4,019	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees.
	3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
	3010	Other (Insurance)	2,963	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
	3011	Other (specify)	-	
	3012	Other (specify)	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>			<b>5,696</b>	
	4001	Building Maintenance	1,825	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance. Moving to older building and anticipating higher repair expenses.
	4002	Rent/Lease Building	2,035	Share cost of building space, anticipating moving locations.
	4003	Rent/Lease Equipment	250	Shared copier lease.
	4004	Rent/Lease Vehicles	863	The cost of 1 shared lease vehicle to assist with program needs.
	4005	Security	-	
	4006	Utilities	723	Shared cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

<b>5000: DIRECT SPECIAL EXPENSES</b>			<b>42,182</b>	
	5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (Psychiatrist Fees)	37,202	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week. Anticipating increase request from current psychiatrist.
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

<b>6000: INDIRECT EXPENSES</b>			<b>24,095</b>	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Specify):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	24,095	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

<b>7000: DIRECT FIXED ASSETS</b>			<b>3,200</b>	
	7001	Computer Equipment & Software	3,100	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment. Includes estimated Avatar fees.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP

PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE			
	8001	Mental Health Services	
	8002	Case Management	Based on annualizing current reports
	8003	Crisis Services	Based on annualizing current reports
	8004	Medication Support	Based on annualizing current reports
	8005	Collateral	
	8006	Plan Development	Based on annualizing current reports
	8007	Assessment	Based on annualizing current reports
	8008	Rehabilitation	Based on annualizing current reports
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	228,289
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	228,289
BUDGET CHECK:	-

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2025-26**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.04	\$ 8,032		\$ 8,032
1102	Regional Director	0.085	11,425		11,425
1103	Admin Specialist	0.30	17,216		17,216
1104	Accountant	0.07	4,598		4,598
1105	Quality Improvement Data Analyst	0.05	3,715		3,715
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.55	\$ 44,986		\$ 44,986
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.25		\$ 27,541	\$ 27,541
1117	Case Managers	0.60		32,797	32,797
1118				-	-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		0.85		\$ 60,338	\$ 60,338
			Admin	Program	Total
Direct Personnel Salaries Subtotal		1.40	\$ 44,986	\$ 60,338	\$ 105,324
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 850	\$ 1,141	\$ 1,991
1202	Worker's Compensation		1,120	1,502	2,622
1203	Health Insurance		4,215	5,654	9,869



1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 6,185</b>	<b>\$ 8,297</b>	<b>\$ 14,482</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	3,441	4,616	8,057
1303	SUI	270	362	632
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 3,711</b>	<b>\$ 4,978</b>	<b>\$ 8,689</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 54,882</b>	<b>\$ 73,613</b>	<b>\$ 128,495</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>43%</b>	<b>57%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	8,000
2003	Client Transportation & Support	-
2004	Clothing, Food, & Hygiene	2,690
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (Program Supplies)	2,000
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 12,690</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 2,907
3002	Printing/Postage	200
3003	Office Supplies & Equipment	873
3004	Advertising	-
3005	Staff Development & Training	1,355
3006	Staff Mileage	50
3007	Subscriptions & Memberships	50
3008	Vehicle Maintenance	4,180
3009	Other (Staff Recruitment)	300
3010	Other (Insurance)	3,078
3011	Other (specify)	-
3012	Other (specify)	-

<b>DIRECT OPERATING EXPENSES TOTAL:</b>	<b>\$ 12,993</b>
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**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 1,880
4002	Rent/Lease Building	2,096
4003	Rent/Lease Equipment	258
4004	Rent/Lease Vehicles	889
4005	Security	-
4006	Utilities	745
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 5,868</b>

**5000: DIRECT SPECIAL EXPENSES**

Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 4,980
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (Psychiatrist Fees)	38,318
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 43,298</b>

**6000: INDIRECT EXPENSES**

Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	
6009	Other (Administrative & General Fees)	24,095
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 24,095</b>

<b>INDIRECT COST RATE</b>	<b>11.80%</b>
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**7000: DIRECT FIXED ASSETS**

Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 750
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	100

7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 850

TOTAL PROGRAM EXPENSES	\$ 228,289
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### PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services	0	-	\$ -
8002	Case Management	164	3.75	615
8003	Crisis Services	61	6.75	412
8004	Medication Support	2,981	8.25	24,593
8005	Collateral			-
8006	Plan Development	2,000	4.50	9,000
8007	Assessment	2,965	4.50	13,343
8008	Rehabilitation	39,829	5.00	199,145
8009	Other (Specify)	0	-	-
8010	Other (Specify)	0	-	-
Estimated Specialty Mental Health Services Billing Totals:		48,000		\$ 247,108
Estimated % of Clients who are Medi-Cal Beneficiaries				75%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				185,331
Federal Financial Participation (FFP) %				85%
FEDERAL FINANCIAL PARTICIPATION (FFP) TOTAL				\$ 157,531

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ (0)
REALIGNMENT TOTAL		\$ (0)

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ 69,756
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ 69,756

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Specify)	-

8404	Other (Client Rents)	1,002
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 1,002

TOTAL PROGRAM FUNDING SOURCES:	\$ 228,289
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NET PROGRAM COST:	\$ -
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**PATH PROGRAM-SMHS**  
**Kings View**  
**Fiscal Year (FY) 2025-26**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Admin Specialist	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.65

<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Case Managers	PATH SMHS/Fresno	0.60
	PATH OEL/Fresno	1.40

Total		2.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %



	Total	<u>0.00</u>

**PATH PROGRAM- SMHS**  
**Kings View**  
**Fiscal Year (FY) 2025-26 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS			128,495	
Administrative Positions			44,986	
	1101	Executive Director	8,032	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1102	Regional Director	11,425	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Admin Specialist	17,216	Provides administrative support for the program and assist with medical billing and records. Annual rate was reverted back to original approved contract for this fiscal year.
	1104	Accountant	4,598	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	Quality Improvement Data Analyst	3,715	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
Program Positions			60,338	
	1116	Program Manager	27,541	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program.
	1117	Case Managers	32,797	Provides case management and oversees the physical and mental wellness of individuals to ensure they are supported and can achieve the best outcomes, and referrals to appropriate linkages. Annual rate was reverted back to original approved contract for this fiscal year. Shared position with PATH OEL, decreased FTE based on estimated time working at each program.
	1118	0	-	
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
Direct Employee Benefits			14,482	
	1201	Retirement	1,991	Cost of 401K; estimated at 1.89% from total salaries.
	1202	Worker's Compensation	2,622	Workers Comp Insurance; estimated at 2.49% from total salaries

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1203	Health Insurance	9,869	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 11.26% from total salaries.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>			<b>8,689</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	8,057	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	632	Cost of SUI; estimated at .60% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT		12,690		
	2001	Child Care	-	
	2002	Client Housing Support	8,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 3rd year. Based on FY2023 expense trends, the total budget on client support items were decreased and are using the remaining funds elsewhere.
	2003	Client Transportation & Support	-	
	2004	Clothing, Food, & Hygiene	2,690	Outreach expenses that supports clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	2,000	Cost of supplies for client groups such as notepads, therapy balls, puzzles or art supplies. After reoccurring expenses and estimated increase rates are budgeted for operating expenses this line was reduced due to no bottom line increase to total budget for the 3rd year.
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		12,993		
	3001	Telecommunications	2,907	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	200	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	873	Includes all supplies and minor equipment used by staff in the course of providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	1,355	Minor shared cost for continuation of staff development and training. Also, includes HMIS training fees. Includes, registration cost, travel transportation, staff meals, and lodging expenses.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	50	Minor shared cost of special subscription necessary for staff to provide services or job tasks, such as an online subscription.
	3008	Vehicle Maintenance	4,180	Minor auto repairs & maintenance required to maintain 1 shared leased vehicle for client transportation and program needs, such as oil changes and car washes. Yearly cost of GPS vehicle tracking service, auto fuel, and DMV fees. Increase to this line item due anticipating higher maintenance for older vehicle such as tire replacements.
	3009	Other (Staff Recruitment)	300	Thorough background check and drug testing.
	3010	Other (Insurance)	3,078	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance.
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		5,868		
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PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	4001	Building Maintenance	1,880	Shared expenses for service agreements such as copier maintenance, janitorial services, security alarm. Also includes business licenses & taxes, facility supplies, minor building repairs and maintenance to facility. This line item also other miscellaneous expenses necessary for building maintenance. Moving to older building and anticipating higher repair expenses.
	4002	Rent/Lease Building	2,096	Share cost of building space, anticipating moving locations.
	4003	Rent/Lease Equipment	258	Shared copier lease.
	4004	Rent/Lease Vehicles	889	The cost of 1 shared lease vehicle to assist with program needs.
	4005	Security	-	
	4006	Utilities	745	Shared cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			43,298	
	5001	Consultant (Network & Data Management)	4,980	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (Psychiatrist Fees)	38,318	Yearly cost to contract with Physician to provide services and treatments to clients at 4 hours per week. Anticipating increase request from current psychiatrist.
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			24,095	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Specify):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	24,095	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			850	
	7001	Computer Equipment & Software	750	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment. Includes estimated Avatar fees.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
	7003	Furniture & Fixtures	100	Anticipating shared cost for replacement of furniture needs.
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
8002	Case Management		Based on annualizing current reports
8003	Crisis Services		Based on annualizing current reports
8004	Medication Support		Based on annualizing current reports
8005	Collateral		
8006	Plan Development		Based on annualizing current reports
8007	Assessment		Based on annualizing current reports
8008	Rehabilitation		Based on annualizing current reports
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 228,289

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 228,289

BUDGET CHECK: -

**Mobile Outreach Project**  
**Kings View**  
**Fiscal Year (FY) 2021-22**

**PROGRAM EXPENSES**

<b>1000: DIRECT SALARIES &amp; BENEFITS</b>					
<b>Direct Employee Salaries</b>					
<b>Acct #</b>	<b>Administrative Position</b>	<b>FTE</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1101	Regional Director	0.03	\$ 3,890		\$ 3,890
1102	Executive Director	0.01	1,580		1,580
1103	Executive Director Assistant	0.01	504		504
1104	Accountant	0.03	1,952		1,952
1105	Quality Improvement Data Analyst	0.06	3,660		3,660
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
<b>Direct Personnel Admin Salaries Subtotal</b>		<b>0.14</b>	<b>\$ 11,586</b>		<b>\$ 11,586</b>
<b>Acct #</b>	<b>Program Position</b>	<b>FTE</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1116	Program Manager	0.03		2,686	\$ 2,686
1117	Outreach Workers	2.50		93,600	93,600
1118					-
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
<b>Direct Personnel Program Salaries Subtotal</b>		<b>2.53</b>		<b>\$ 96,286</b>	<b>\$ 96,286</b>
			<b>Admin</b>	<b>Program</b>	<b>Total</b>
<b>Direct Personnel Salaries Subtotal</b>		<b>2.67</b>	<b>\$ 11,586</b>	<b>\$ 96,286</b>	<b>\$ 107,872</b>
<b>Direct Employee Benefits</b>					
<b>Acct #</b>	<b>Description</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
1201	Retirement		\$ 110	\$ 913	\$ 1,023
1202	Worker's Compensation		165	1,369	1,534

1203	Health Insurance	1,254	10,426	11,680
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-
1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 1,529</b>	<b>\$ 12,708</b>	<b>\$ 14,237</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	840	6,983	7,823
1303	SUI	99	821	920
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 939</b>	<b>\$ 7,804</b>	<b>\$ 8,743</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 14,054</b>	<b>\$ 116,798</b>	<b>\$ 130,852</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>11%</b>	<b>89%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	19,550
2003	Client Transportation & Support	740
2004	Clothing, Food, & Hygiene	10,098
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	-
2008	Medication Supports	-
2009	Program Supplies - Medical	-
2010	Utility Vouchers	-
2011	Other (specify)	-
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 30,388</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 2,340
3002	Printing/Postage	150
3003	Office Supplies & Equipment	1,676
3004	Advertising	-
3005	Staff Development & Training	1,100
3006	Staff Mileage	300
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	8,350
3009	Other (Staff Recruitment)	900
3010	Other (specify)	-

3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 14,816</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
4001	Building Maintenance	\$ 4,120
4002	Rent/Lease Building	10,600
4003	Rent/Lease Equipment	800
4004	Rent/Lease Vehicles	
4005	Security	
4006	Utilities	1,920
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 17,440</b>

<b>5000: DIRECT SPECIAL EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
5001	Consultant (Network & Data Management)	\$ 8,993
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 8,993</b>

<b>6000: INDIRECT EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ 25,061
	Administrative Overhead	
6002	Professional Liability Insurance	2,000
6003	Accounting/Bookkeeping	
6004	External Audit	
6005	Insurance (Other):	3,950
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (specify)	-
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 31,011</b>

<b>INDIRECT COST RATE</b>	<b>15.28%</b>
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<b>7000: DIRECT FIXED ASSETS</b>
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Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 400
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	-
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 400

TOTAL PROGRAM EXPENSES	\$ 233,900
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### PROGRAM FUNDING SOURCES

8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	
8404	Other (CARES Act)	140,000
8405	Other (CDBG-CV)	93,900
OTHER REVENUE TOTAL		\$ 233,900

TOTAL PROGRAM FUNDING SOURCES:	\$ 233,900
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NET PROGRAM COST:	\$ -
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**Mobile Outreach Project  
Kings View  
Fiscal Year (FY) 2021-22**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Executive Assistant	PATH SMHS/Fresno	0.01
	PATH OEL/Fresno	0.01
	PATH MOP/Fresno	0.01
	Blue Sky/Fresno	0.05
	Rural Triage East/Fresno	0.06
	Rural Triage West/Fresno	0.04
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.09
	Map Point/Fresno	0.01
	Kings	0.23
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.10
	Fresno City	0.05
	Shasta	0.06
	Tulare	0.27
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.02

	PATH OEL/Fresno	0.02
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.11
	Rural Triage East/Fresno	0.15
	Rural Triage West/Fresno	0.15
	Suicide Prevention Follow-up Call/Fresno	0.01
	Metro CIT/Fresno	0.25
	Map Point/Fresno	0.02
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.17
	Fresno City	0.05
	Madera	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.30
	PATH OEL/Fresno	0.67
	PATH MOP/Fresno	0.03
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.03
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.03
	Blue Sky/Fresno	0.08
	Rural Triage East/Fresno	0.11
	Rural Triage West/Fresno	0.09
	Metro CIT/Fresno	0.10
	Suicide Prevention Follow-up Call/Fresno	0.03
	CVSPH/California State, Tualre, Calaveras, Tuolumne	0.05
	Shasta	0.07
	Finance Department	0.37
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.02
	PATH OEL/Fresno	0.05
	PATH MOP/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Triage East/Fresno	0.12
	Rural Triage West/Fresno	0.12
	Metro CIT/Fresno	0.12

[illegible]

[illegible]

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

**Mobile Outreach Project**  
**Kings View**  
**Fiscal Year (FY) 2021-22 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>130,852</b>	
<b>Administrative Positions</b>		<b>11,586</b>	
1101	Regional Director	3,890	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements.
1102	Executive Director	1,580	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies.
1103	Executive Director Assistant	504	This position will assist Executive Director with staff oversight and representing and maintaining the collaborative relationship between agencies.
1104	Accountant	1,952	Prepares and provides budget guidance, monthly invoicing and other fiscal services.
1105	Quality Improvement Data Analyst	3,660	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships.
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
<b>Program Positions</b>		<b>96,286</b>	
1116	Program Manager	2,686	Provides supervision of all staff and direct oversight of program management.
1117	Outreach Workers	93,600	Provides outreach and engagement services, provide linkage to needed services. It would be 3FTE the first 6 months and 2FTE the second half of the year.
1118		-	
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	
1134	0	-	
<b>Direct Employee Benefits</b>		<b>14,237</b>	
1201	Retirement	1,023	Cost of 401K; Estimated at 1% from total salaries.
1202	Worker's Compensation	1,534	Workers Comp Insurance; Estimated at 1.5% from total salaries.
1203	Health Insurance	11,680	Cost of health insurance estimated from total salaries; Medical 15.47% , Vision .22% , Dental .73%, Life .24% and Long Term Disability .25%.
1204	Other (specify)	-	
1205	Other (specify)	-	
1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>		<b>8,743</b>	
1301	OASDI	-	
1302	FICA/MEDICARE	7,823	Cost of FICA/Medicare 7.65% from total salaries.
1303	SUI	920	Cost of SUI .90% from total salaries.
1304	Other (specify)	-	
1305	Other (specify)	-	
1306	Other (specify)	-	
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>30,388</b>	
2001	Child Care	-	
2002	Client Housing Support	19,550	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.



PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	2003	Client Transportation & Support	740	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
	2004	Clothing, Food, & Hygiene	10,098	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (specify)	-	
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES			14,816	
	3001	Telecommunications	2,340	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	150	Anticipating courier services and postage necessary for program. Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	1,676	Includes desk supplies & minor equipment used by staff while providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	1,100	Minor shared cost for continuation of staff development and training.
	3006	Staff Mileage	300	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.
	3007	Subscriptions & Memberships	-	
	3008	Vehicle Maintenance	8,350	Minor auto repairs & maintenance required to maintain 1 van for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel.
	3009	Other (Staff Recruitment)	900	Thorough background checks and drug testing.
	3010	Other (specify)	-	
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			17,440	
	4001	Building Maintenance	4,120	Estimate shared cost on copier maintenance, minor building repairs & maintenance such as janitorial services and security alarm services.
	4002	Rent/Lease Building	10,600	Shared cost of building lease.
	4003	Rent/Lease Equipment	800	Estimate cost for shared copier lease.
	4004	Rent/Lease Vehicles	-	
	4005	Security	-	
	4006	Utilities	1,920	Estimate shared cost for gas & electric, water & sewer.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			8,993	
	5001	Consultant (Network & Data Management)	8,993	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			31,011	
	6001	Administrative Overhead	25,061	Expenses provides corporate management, fiscal services, payroll, human resources,
	6002	Professional Liability Insurance	2,000	Cost general and professional liability insurance.
	6003	Accounting/Bookkeeping	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	6004	External Audit	-	
	6005	Insurance (Other):	3,950	Cost of personal property, accidental, and auto insurance.
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (specify)	-	
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			400	
	7001	Computer Equipment & Software	400	Computer software needs to support staff & anticipating minor shared cost for replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-	
	7003	Furniture & Fixtures	-	
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES				
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
	8001	Mental Health Services		
	8002	Case Management		
	8003	Crisis Services		
	8004	Medication Support		
	8005	Collateral		
	8006	Plan Development		
	8007	Assessment		
	8008	Rehabilitation		
	8009	Other (Specify)		
	8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 233,900

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 233,900

BUDGET CHECK: -

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2022-23**

**PROGRAM EXPENSES**

**1000: DIRECT SALARIES & BENEFITS**

**Direct Employee Salaries**

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.05	\$ 9,012		\$ 9,012
1102	Regional Director	0.09	10,858		10,858
1103	Accountant	0.12	6,584		6,584
1104	Quality Improvement Data Analyst	0.07	4,712		4,712
1105					-
1106					-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

**Direct Personnel Admin Salaries Subtotal**      **0.33**      **\$ 31,166**      **\$ 31,166**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.40		39,554	\$ 39,554
1117	Outreach Worker	5.00		158,080	158,080
1118	Lead Outreach Worker	1.00		11,050	11,050
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

**Direct Personnel Program Salaries Subtotal**      **6.40**      **\$ 208,684**      **\$ 208,684**

		Admin	Program	Total
<b>Direct Personnel Salaries Subtotal</b>		<b>6.73</b>	<b>\$ 31,166</b>	<b>\$ 239,850</b>

**Direct Employee Benefits**

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 142	\$ 950	\$ 1,092
1202	Worker's Compensation	404	2,703	3,107
1203	Health Insurance	2,770	18,552	21,322
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-

1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 3,316</b>	<b>\$ 22,205</b>	<b>\$ 25,521</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	2,384	15,964	18,348
1303	SUI	220	1,477	1,697
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,604</b>	<b>\$ 17,441</b>	<b>\$ 20,045</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 37,086</b>	<b>\$ 248,330</b>	<b>\$ 285,416</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>13%</b>	<b>87%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	16,600
2003	Client Transportation & Support	800
2004	Clothing, Food, & Hygiene	12,000
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (specify)	
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 29,400</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	4,000
3002	Printing/Postage	450
3003	Office Supplies & Equipment	650
3004	Advertising	-
3005	Staff Development & Training	1,000
3006	Staff Mileage	150
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	19,542
3009	Other (Staff Recruitment)	700
3010	Other (Insurance)	9,313
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 35,805</b>

**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 9,043
4002	Rent/Lease Building	9,920
4003	Rent/Lease Equipment	800
4004	Rent/Lease Vehicles	-
4005	Security	-
4006	Utilities	3,000
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 22,763

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 12,000
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 12,000

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	
	Administrative Overhead	
6002	Professional Liability Insurance	
6003	Accounting/Bookkeeping	
6004	External Audit	
6005	Insurance (Liability):	
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	34,721
6009	Other (Operating)	11,574
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 46,295

INDIRECT COST RATE	11.70%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 4,803
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	5,500
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

FIXED ASSETS EXPENSES TOTAL	\$ 10,303
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TOTAL PROGRAM EXPENSES	\$ 441,982
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PROGRAM FUNDING SOURCES
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8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
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Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
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Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
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Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Homeless Housing, Assistance and Prevention)	441,982
8404	Other (Specify)	
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 441,982

TOTAL PROGRAM FUNDING SOURCES:	\$ 441,982
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NET PROGRAM COST:	\$ -
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**Street Outreach Team & Rural Support  
Kings View  
Fiscal Year (FY) 2022-23**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.05
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.26
	Madera	0.06
	Admin	0.22
	Kings	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.090
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.075
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.12
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12

	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.23
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.07
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	CCMU-Rural CIT/Fresno	0.11
	CCMU-Metro CIT/Fresno	0.11
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Quality & Performance Improvement Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>



Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		<u>0.00</u>

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2022-23 Budget Narrative**

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>1000: DIRECT SALARIES &amp; BENEFITS</b>		<b>285,416</b>	
<b>Administrative Positions</b>		<b>31,166</b>	
1101	Executive Director	9,012	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was increased from previous year based time study results and based on increase in program needs during this year. Adjustments to the estimated time came from decreasing FTEs in other programs.
1102	Regional Director	10,858	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1103	Accountant	6,584	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1104	Quality Improvement Data Analyst	4,712	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
1105	0	-	
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
<b>Program Positions</b>		<b>208,684</b>	
1116	Program Manager	39,554	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program. Using cost savings to create one regular Outreach Worker to a lead position.
1117	Outreach Worker	158,080	Provides outreach and engagement services, provides linkage to needed services. Increased from previous year FTE for this position from 2.5 to 5FTE. Due to vacancies and hiring challenges we are reducing cost savings in this category to reallocated to anticipated overages in other budget line items. Total budget was increased by \$208,082 for this fiscal year.
1118	Lead Outreach Worker	11,050	Acts as a team liaison between the Program Manager and Outreach Workers, provides training and field assistance to Outreach Workers as needed, represents PATH in rural community meetings, as needed. Expected to be hired full-time as of April 2023. Increase to line item due to available funding. Used cost savings from Program Manager's position in addition to total budget increased by \$208,082 allowing for needed position not originally included in the first year.
1119	0	-	
1120	0	-	
1121	0	-	
1122	0	-	
1123	0	-	
1124	0	-	
1125	0	-	
1126	0	-	
1127	0	-	
1128	0	-	
1129	0	-	
1130	0	-	
1131	0	-	
1132	0	-	
1133	0	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1134	0	-	
<b>Direct Employee Benefits</b>				
			<b>25,521</b>	
	1201	Retirement	1,092	Cost of 401K; estimated at .46% from total salaries based on estimated program trends.
	1202	Worker's Compensation	3,107	Workers Comp Insurance; estimated at 1.30% from total salaries based on estimated program trends.
	1203	Health Insurance	21,322	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 8.89% from total salaries based on estimated program trends and vacancies during the year.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
<b>Direct Payroll Taxes &amp; Expenses:</b>				
			<b>20,045</b>	
	1301	OASDI	-	
	1302	FICA/MEDICARE	18,348	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	1,697	Cost of SUI; estimated at .71% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT				
			<b>29,400</b>	
	2001	Child Care	-	
	2002	Client Housing Support	16,600	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. Reduction from previous year based on trends and anticipating focus areas.
	2003	Client Transportation & Support	800	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
	2004	Clothing, Food, & Hygiene	12,000	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Clothing items consist of the following: Shirts, pants, shorts, shoes, underwear, outerwear (jackets, beanies, gloves, socks, etc.) and any other wearable items to protect clients from the weather elements. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Total budget total was increased by \$208,082 this year allowing to increase this line item as focus need to clients.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (specify)	-	
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES				
			<b>35,805</b>	
	3001	Telecommunications	4,000	Cost of landline telephone services, cell phones service, data connectivity. Updated based on increased trends. Inflation rate in 2022 increased by 7.1% and expected to continue increasing. Increase in FTE Outreach workers, anticipating increase in cell phone services.
	3002	Printing/Postage	450	Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier. Updated based new staff business card needs. Inflation rate in 2022 increased by 7.1% and expected to continue increasing.
	3003	Office Supplies & Equipment	650	Includes desk supplies & minor equipment used by staff in the course of providing services. Decreased line item from previous year due to trends and vacancies.
	3004	Advertising	-	
	3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Includes, registration cost, travel transportation, staff meals, and lodging expenses. Includes HMIS training cost.
	3006	Staff Mileage	150	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees. Reduction from previous year due to trends.
	3007	Subscriptions & Memberships	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	3008	Vehicle Maintenance	19,542	Auto repairs & maintenance required to maintain 2 vans for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel. Increase to this line item due to high vandalism occurring to vehicles several times this year so far and anticipating higher maintenance for older vehicles.
	3009	Other (Staff Recruitment)	700	Thorough background checks, drug testing, job postings, and bilingual testing.
	3010	Other (Insurance)	9,313	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. Increase to bottom line from previous year due to actual trends and inflation impact.
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			22,763	
	4001	Building Maintenance	9,043	Share cost for copier maintenance, inspection services, pest control, alarm services, janitorial services, facility supplies, minor building repairs and maintenance, and other necessary expenses necessary to provide services. Increase to line item due to anticipating moving expenses before the end of the fiscal year.
	4002	Rent/Lease Building	9,920	Shared cost of building lease. Reduction from previous year due to actual shared cost trend.
	4003	Rent/Lease Equipment	800	Shared copier lease.
	4004	Rent/Lease Vehicles	-	
	4005	Security	-	
	4006	Utilities	3,000	Estimate shared cost for gas & electric. Increase from previous year based on actual trends.
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			12,000	
	5001	Consultant (Network & Data Management)	12,000	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7. Increase from previous year based on actual trend with program support needs.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			46,295	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Liability):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	34,721	Expenses to this line item ranges from salaries and benefits generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions based on our Cost Allocation Plan.
	6009	Other (Operating)	11,574	Expense to this line item are operating cost generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions based on our Cost Allocation Plan. For example: rent, utilities & supplies.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			10,303	
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PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
	7001	Computer Equipment & Software	4,803
	7002	Copiers, Cell Phones, Tablets, Devices to Contain	-
	7003	Furniture & Fixtures	5,500
	7004	Leasehold/Tenant/Building Improvements	-
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-
	7006	Assets over \$5,000/unit (Specify)	-
	7007	Other (specify)	-
	7008	Other (specify)	-

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	441,982
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	441,982
BUDGET CHECK:	-

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2023-24**

**PROGRAM EXPENSES**

**1000: DIRECT SALARIES & BENEFITS**

**Direct Employee Salaries**

Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.03	\$ 5,677		\$ 5,677
1102	Regional Director	0.07	8,867		8,867
1103	Accountant	0.10	5,761		5,761
1104	Quality Improvement Data Analyst	0.06	4,241		4,241
1105					-
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-

**Direct Personnel Admin Salaries Subtotal**      **0.26**      **\$ 24,546**      **\$ 24,546**

Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.40		\$ 41,531	\$ 41,531
1117	Outreach Worker	5.00		207,480	207,480
1118	Lead Outreach Worker	1.00		45,526	45,526
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-

**Direct Personnel Program Salaries Subtotal**      **6.40**      **\$ 294,537**      **\$ 294,537**

		Admin	Program	Total
<b>Direct Personnel Salaries Subtotal</b>	<b>6.66</b>	<b>\$ 24,546</b>	<b>\$ 294,537</b>	<b>\$ 319,083</b>

**Direct Employee Benefits**

Acct #	Description	Admin	Program	Total
1201	Retirement	\$ 111	\$ 1,342	\$ 1,453
1202	Worker's Compensation	318	3,815	4,133
1203	Health Insurance	2,182	26,184	28,366
1204	Other (specify)	-	-	-
1205	Other (specify)	-	-	-



1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 2,611</b>	<b>\$ 31,341</b>	<b>\$ 33,952</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,878	22,532	24,410
1303	SUI	174	2,084	2,258
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,052</b>	<b>\$ 24,616</b>	<b>\$ 26,668</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 29,209</b>	<b>\$ 350,494</b>	<b>\$ 379,703</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>8%</b>	<b>92%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	
2002	Client Housing Support	10,000
2003	Client Transportation & Support	500
2004	Clothing, Food, & Hygiene	12,000
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (Program Supplies)	
2012	Other (specify)	
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 22,500</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 4,000
3002	Printing/Postage	450
3003	Office Supplies & Equipment	650
3004	Advertising	-
3005	Staff Development & Training	1,000
3006	Staff Mileage	50
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	16,601
3009	Other (Staff Recruitment)	500
3010	Other (Insurance)	9,686
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 32,937</b>

**4000: DIRECT FACILITIES & EQUIPMENT**

Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 4,306
4002	Rent/Lease Building	9,920
4003	Rent/Lease Equipment	800
4004	Rent/Lease Vehicles	-
4005	Security	-
4006	Utilities	3,090
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 18,116

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 12,360
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ 12,360

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Administrative & General Fees)	55,477
6010	Other (specify)	
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 55,477

INDIRECT COST RATE	11.90%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 580
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

FIXED ASSETS EXPENSES TOTAL	\$ 580
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TOTAL PROGRAM EXPENSES	\$ 521,673
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PROGRAM FUNDING SOURCES
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8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)				
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
Estimated Specialty Mental Health Services Billing Totals:		0		\$ -
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %			0%	-
MEDI-CAL FFP TOTAL				\$ -

8100 - SUBSTANCE USE DISORDER FUNDS		
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Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
SUBSTANCE USE DISORDER FUNDS TOTAL		\$ -

8200 - REALIGNMENT		
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Acct #	Line Item Description	Amount
8201	Realignment	\$ -
REALIGNMENT TOTAL		\$ -

8300 - MENTAL HEALTH SERVICE ACT (MHSA)			
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Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		\$ -
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
MHSA TOTAL			\$ -

8400 - OTHER REVENUE		
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Homeless Housing, Assistance and Prevention)	521,673
8404	Other (Specify)	-
8405	Other (Specify)	-
OTHER REVENUE TOTAL		\$ 521,673

TOTAL PROGRAM FUNDING SOURCES:	\$ 521,673
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NET PROGRAM COST:	\$ -
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**Street Outreach Team & Rural Support  
Kings View  
Fiscal Year (FY) 2023-24**

**PARTIAL FTE DETAIL**

**For all positions with FTE's split among multiple programs/contracts the below must be filled out**

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.07
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.12
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12

	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
		0.01
<b>Total</b>		<b>1.01</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
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Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %

Total		<u>0.00</u>



**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2023-24 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>Direct Employee Salaries</b>			<b>379,703</b>	
<b>Administrative Positions</b>			<b>24,546</b>	
	1101	Executive Director	5,677	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. Annual rate was reverted back to original approved contract for this fiscal year based on previous Executive Director. Only the FTE was decreased from previous year and reverted back to fiscal year 1 based on anticipated program needs.
	1102	Regional Director	8,867	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. Annual rate was reverted back to original approved contract for this fiscal year based on previous Regional Director. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1103	Accountant	5,761	Prepares and provides budget guidance, monthly invoicing and other fiscal services. Annual rate was reverted back to original approved contract for this fiscal year. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1104	Quality Improvement Data Analyst	4,241	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. Annual rate was reverted back to original approved contract for this fiscal year based on previous Data Analyst. Only the FTE was increased from previous year based time study results. Adjustments to the estimated time came from decreasing FTEs in other programs.
	1105	0	-	
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
<b>Program Positions</b>			<b>294,537</b>	
	1116	Program Manager	41,531	Provides supervision of all staff and direct oversight of program management. Decrease from previous annual rate to reflect new replacement's current rate and increased FTE based on estimated time working with the program. Using cost savings to create one regular Outreach Worker to a lead position.
	1117	Outreach Worker	207,480	Provides outreach and engagement services, provides linkage to needed services. Annual rate was reverted back to original approved contract for this fiscal year
	1118	Lead Outreach Worker	45,526	Acts as a team liaison between the Program Manager and Outreach Workers, provides training and field assistance to Outreach Workers as needed, represents PATH in rural community meetings, as needed. Increase to line item due to available funding. Used cost savings from Program Manager's position in addition to total budget increased by \$208,082 in FY2023 allowing for needed position not originally included in the first year.
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
<b>Direct Employee Benefits</b>			<b>33,952</b>	
	1201	Retirement	1,453	Cost of 401K; estimated at .46% from total salaries based on estimated program

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1202	Worker's Compensation	4,133	Workers Comp Insurance; estimated at 1.30% from total salaries based on estimated
	1203	Health Insurance	28,366	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 8.89% from total salaries based on estimated program trends.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:			26,668	
	1301	OASDI	-	
	1302	FICA/MEDICARE	24,410	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	2,258	Cost of SUI; estimated at .71% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

=Budget FY3'1877				
			22,500	
	2001	Child Care	-	
	2002	Client Housing Support	10,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. After reoccurring expenses and estimated inflation rates are budgeted for operating expenses this line was reduced due to available funds and current trends.
	2003	Client Transportation & Support	500	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. After reoccurring expenses and estimated inflation rates are budgeted for operating expenses this line was reduced due to available funds and current trends.
	2004	Clothing, Food, & Hygiene	12,000	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Clothing items consist of the following: Shirts, pants, shorts, shoes, underwear, outerwear (jackets, beanies, gloves, socks, etc.) and any other wearable items to protect clients from the weather elements. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. After reoccurring expenses and estimated inflation rates are budgeted for operating expenses this line was reduced due to available funds and current trends.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	-	
	2012	Other (Specify)	-	
	2013	Other (Specify)	-	
	2014	Other (Specify)	-	
	2015	Other (Specify)	-	
	2016	Other (Specify)	-	

3000: DIRECT OPERATING EXPENSES				
			32,937	
	3001	Telecommunications	4,000	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	450	Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	650	Includes desk supplies & minor equipment used by staff in the course of providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Includes, registration cost, travel transportation, staff meals, and lodging expenses. Includes HMIS training cost.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees. Reduction due to current trends.
	3007	Subscriptions & Memberships	-	
	3008	Vehicle Maintenance	16,601	Minor auto repairs & maintenance required to maintain 2 vans for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel. Anticipating vandalism to reduce at new location, reducing overall available funds for repairs in this fiscal year.
	3009	Other (Staff Recruitment)	500	Thorough background checks, drug testing, job postings, and bilingual testing.
	3010	Other (Insurance)	9,686	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. Due to inflation the cost of insurance is expected to continue increasing.
	3011	Other (Specify)	-	
	3012	Other (Specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		<b>18,116</b>	
4001	Building Maintenance	4,306	Share cost for copier maintenance, inspection services, pest control, alarm services, janitorial services, facility supplies, minor building repairs and maintenance, and other necessary expenses necessary to provide services. Deduction from previous year due to reduction of moving expenses included on last fiscal year.
4002	Rent/Lease Building	9,920	Shared cost of building lease.
4003	Rent/Lease Equipment	800	Shared copier lease.
4004	Rent/Lease Vehicles	-	
4005	Security	-	
4006	Utilities	3,090	Shared cost of gas and electric.
4007	Other (Specify)	-	
4008	Other (Specify)	-	
4009	Other (Specify)	-	
4010	Other (Specify)	-	
<b>5000: DIRECT SPECIAL EXPENSES</b>		<b>12,360</b>	
5001	Consultant (Network & Data Management)	12,360	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	-	
5005	Other (Specify)	-	
5006	Other (Specify)	-	
5007	Other (Specify)	-	
5008	Other (Specify)	-	
<b>6000: INDIRECT EXPENSES</b>		<b>55,477</b>	
6001	Use this line and only this line for approved indirect	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify)	-	
6006	Payroll Services	-	
6007	Depreciation	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (Operating)	55,477	Expense combined this year due to same GL account number. Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
6010	Other (Specify)	-	
6011	Other (Specify)	-	
6012	Other (Specify)	-	
6013	Other (Specify)	-	
<b>7000: DIRECT FIXED ASSETS</b>		<b>580</b>	
7001	Computer Equipment & Software	580	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment. Reduction from previous year due to line item not including new equipment for staff expansion.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (Specify)	-	
7008	Other (Specify)	-	

PROGRAM FUNDING SOURCES			
#REF!	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDICAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	

PROGRAM EXPENSE			
	ACCT #	LINE ITEM	AMT
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE:	521,673
TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE:	521,673
BUDGET CHECK:	-

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2024-25**

**PROGRAM EXPENSES**

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Executive Director	0.03	\$ 5,847		\$ 5,847
1102	Regional Director	0.07	9,133		9,133
1103	Accountant	0.10	5,935		5,935
1104	Quality Improvement Data Analyst	0.06	4,368		4,368
1105					-
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		0.26	\$ 25,283		\$ 25,283
Acct #	Program Position	FTE	Admin	Program	Total
1116	Program Manager	0.40		\$ 42,779	\$ 42,779
1117	Outreach Worker	5.00		213,704	213,704
1118	Lead Outreach Worker	1.00		46,897	46,897
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		6.40		\$ 303,380	\$ 303,380
			Admin	Program	Total
Direct Personnel Salaries Subtotal		6.66	\$ 25,283	\$ 303,380	\$ 328,663
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		\$ 115	\$ 1,382	\$ 1,497
1202	Worker's Compensation		327	3,930	4,257
1203	Health Insurance		2,753	33,038	35,791
1204	Other (specify)		-	-	-
1205	Other (specify)		-	-	-

1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 3,195</b>	<b>\$ 38,350</b>	<b>\$ 41,545</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI	\$ -	\$ -	\$ -
1302	FICA/MEDICARE	1,934	23,209	25,143
1303	SUI	179	2,147	2,326
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,113</b>	<b>\$ 25,356</b>	<b>\$ 27,469</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 30,591</b>	<b>\$ 367,086</b>	<b>\$ 397,677</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>8%</b>	<b>92%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	10,000
2003	Client Transportation & Support	500
2004	Clothing, Food, & Hygiene	12,000
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (Program Supplies)	
2012	Other (specify)	-
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 22,500</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 4,000
3002	Printing/Postage	450
3003	Office Supplies & Equipment	650
3004	Advertising	
3005	Staff Development & Training	1,000
3006	Staff Mileage	50
3007	Subscriptions & Memberships	
3008	Vehicle Maintenance	17,099
3009	Other (Staff Recruitment)	500
3010	Other (Insurance)	9,686
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 33,435</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 4,340
4002	Rent/Lease Building	9,920
4003	Rent/Lease Equipment	800
4004	Rent/Lease Vehicles	
4005	Security	
4006	Utilities	3,152
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 18,212</b>

<b>5000: DIRECT SPECIAL EXPENSES</b>		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 12,360
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 12,360</b>

<b>6000: INDIRECT EXPENSES</b>		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	
6008	Personnel (Indirect Salaries & Benefits)	-
6009	Other (Administrative & General Fees)	57,687
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 57,687</b>

<b>INDIRECT COST RATE</b>	<b>11.90%</b>
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<b>7000: DIRECT FIXED ASSETS</b>		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 580
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

<b>FIXED ASSETS EXPENSES TOTAL</b>	<b>\$ 580</b>
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<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 542,451</b>
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<b>PROGRAM FUNDING SOURCES</b>
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<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %				0%
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
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Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
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Acct #	Line Item Description	Amount
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
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Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		-
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ -</b>

<b>8400 - OTHER REVENUE</b>		
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (Homeless Housing, Assistance and Prevention)	28,796
8404	Other (American Rescue Act Plan)	513,655
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 542,451</b>

<b>TOTAL PROGRAM FUNDING SOURCES:</b>	<b>\$ 542,451</b>
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<b>NET PROGRAM COST:</b>	<b>\$ -</b>
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**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2024-25**

**PARTIAL FTE DETAIL**

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.07
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.28
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25

	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
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	Total	<u>0.00</u>

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**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2024-25 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS			397,677	
Administrative Positions			25,283	
	1101	Executive Director	5,847	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. 3% increase from approve rate on previous fiscal year is being captured in this line item.
	1102	Regional Director	9,133	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1103	Accountant	5,935	Prepares and provides budget guidance, monthly invoicing and other fiscal services. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1104	Quality Improvement Data Analyst	4,368	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1105	0	-	
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
Program Positions			303,380	
	1116	Program Manager	42,779	Provides supervision of all staff and direct oversight of program management. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1117	Outreach Worker	213,704	Provides outreach and engagement services, provides linkage to needed services. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1118	Lead Outreach Worker	46,897	Acts as a team liaison between the Program Manager and Outreach Workers, provides training and field assistance to Outreach Workers as needed, represents PATH in rural community meetings, as needed. 3% increase from from approve rate on previous fiscal year is being captured in this line item.
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
Direct Employee Benefits			41,545	
	1201	Retirement	1,497	Cost of 401K; estimated at .46% from total salaries based on estimated program trends.
	1202	Worker's Compensation	4,257	Workers Comp Insurance; estimated at 1.30% from total salaries based on estimated program trends.
	1203	Health Insurance	35,791	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 10.89% from total salaries based on estimated program trends and anticipating higher expense.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:			27,469	
	1301	OASDI	-	

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	1302	FICA/MEDICARE	25,143	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	2,326	Cost of SUI; estimated at .71% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	
	1306	Other (specify)	-	

2000: DIRECT CLIENT SUPPORT		22,500		
	2001	Child Care	-	
	2002	Client Housing Support	10,000	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies.
	2003	Client Transportation & Support	500	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas.
	2004	Clothing, Food, & Hygiene	12,000	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Clothing items consist of the following: Shirts, pants, shorts, shoes, underwear, outerwear (jackets, beanies, gloves, socks, etc.) and any other wearable items to protect clients from the weather elements. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Overall bottom line budget increase allowing to increase funds to area of need.
	2005	Education Support	-	
	2006	Employment Support	-	
	2007	Household Items for Clients	-	
	2008	Medication Supports	-	
	2009	Program Supplies - Medical	-	
	2010	Utility Vouchers	-	
	2011	Other (Program Supplies)	-	
	2012	Other (specify)	-	
	2013	Other (specify)	-	
	2014	Other (specify)	-	
	2015	Other (specify)	-	
	2016	Other (specify)	-	

3000: DIRECT OPERATING EXPENSES		33,435		
	3001	Telecommunications	4,000	Cost of landline telephone services, cell phones service, data connectivity.
	3002	Printing/Postage	450	Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.
	3003	Office Supplies & Equipment	650	Includes desk supplies & minor equipment used by staff in the course of providing services.
	3004	Advertising	-	
	3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Includes, registration cost, travel transportation, staff meals, and lodging expenses. Includes HMIS training cost.
	3006	Staff Mileage	50	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees. Reduction due to current trends.
	3007	Subscriptions & Memberships	-	
	3008	Vehicle Maintenance	17,099	Minor auto repairs & maintenance required to maintain 2 vans for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel. Anticipating vandalism to reduce at new location, reducing overall available funds for repairs in this fiscal year.
	3009	Other (Staff Recruitment)	500	Thorough background checks, drug testing, job postings, and bilingual testing.
	3010	Other (Insurance)	9,686	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. Due to inflation the cost of insurance is expected to continue increasing.
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT		18,212		
	4001	Building Maintenance	4,340	Share cost for copier maintenance, inspection services, pest control, alarm services, janitorial services, facility supplies, minor building repairs and maintenance, and other necessary expenses necessary to provide services.
	4002	Rent/Lease Building	9,920	Shared cost of building lease.
	4003	Rent/Lease Equipment	800	Shared copier lease.
	4004	Rent/Lease Vehicles	-	
	4005	Security	-	
	4006	Utilities	3,152	Shared cost of gas and electric.
	4007	Other (specify)	-	
	4008	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
4009	Other (specify)	-	
4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES		12,360	
5001	Consultant (Network & Data Management)	12,360	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
5002	HMIS (Health Management Information System)	-	
5003	Contractual/Consulting Services (specify)	-	
5004	Translation Services	-	
5005	Other (specify)	-	
5006	Other (specify)	-	
5007	Other (specify)	-	
5008	Other (specify)	-	

6000: INDIRECT EXPENSES		57,687	
6001	Administrative Overhead	-	
6002	Professional Liability Insurance	-	
6003	Accounting/Bookkeeping	-	
6004	External Audit	-	
6005	Insurance (Specify):	-	
6006	Payroll Services	-	
6007	Depreciation (Provider-Owned Equipment to be Used	-	
6008	Personnel (Indirect Salaries & Benefits)	-	
6009	Other (Administrative & General Fees)	57,687	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
6010	Other (specify)	-	
6011	Other (specify)	-	
6012	Other (specify)	-	
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		580	
7001	Computer Equipment & Software	580	Computer software needs to support staff & anticipating shared cost for replacement of computer equipment.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	-	
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	
7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP	
8001	Mental Health Services		
8002	Case Management		
8003	Crisis Services		
8004	Medication Support		
8005	Collateral		
8006	Plan Development		
8007	Assessment		
8008	Rehabilitation		
8009	Other (Specify)		
8010	Other (Specify)		

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 542,451

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 542,451

BUDGET CHECK: -

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2025-26**

**PROGRAM EXPENSES**

<b>1000: DIRECT SALARIES &amp; BENEFITS</b>					
<b>Direct Employee Salaries</b>					
<b>Acct #</b>	<b>Administrative Position</b>	<b>FTE</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1101	Executive Director	0.03	\$ 6,023		\$ 6,023
1102	Regional Director	0.07	9,408		9,408
1103	Accountant	0.10	6,112		6,112
1104	Quality Improvement Data Analyst	0.06	4,499		4,499
1105					-
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
<b>Direct Personnel Admin Salaries Subtotal</b>		<b>0.26</b>	<b>\$ 26,042</b>		<b>\$ 26,042</b>
<b>Acct #</b>	<b>Program Position</b>	<b>FTE</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1116	Program Manager	0.40		\$ 44,065	\$ 44,065
1117	Outreach Worker	4.00		176,105	176,105
1118	Lead Outreach Worker	1.00		48,311	48,311
1119				-	-
1120				-	-
1121				-	-
1122				-	-
1123				-	-
1124				-	-
1125				-	-
1126				-	-
1127				-	-
1128				-	-
1129				-	-
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
<b>Direct Personnel Program Salaries Subtotal</b>		<b>5.40</b>		<b>\$ 268,481</b>	<b>\$ 268,481</b>
			<b>Admin</b>	<b>Program</b>	<b>Total</b>
<b>Direct Personnel Salaries Subtotal</b>		<b>5.66</b>	<b>\$ 26,042</b>	<b>\$ 268,481</b>	<b>\$ 294,523</b>
<b>Direct Employee Benefits</b>					
<b>Acct #</b>	<b>Description</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
1201	Retirement		\$ 119	\$ 1,223	\$ 1,342
1202	Worker's Compensation		352	3,624	3,976
1203	Health Insurance		3,096	31,922	35,018
1204	Other (specify)				-
1205	Other (specify)		-	-	-



1206	Other (specify)	-	-	-
<b>Direct Employee Benefits Subtotal:</b>		<b>\$ 3,567</b>	<b>\$ 36,769</b>	<b>\$ 40,336</b>
<b>Direct Payroll Taxes &amp; Expenses:</b>				
<b>Acct #</b>	<b>Description</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
1301	OASDI			\$ -
1302	FICA/MEDICARE	1,992	20,539	22,531
1303	SUI	184	1,900	2,084
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
<b>Direct Payroll Taxes &amp; Expenses Subtotal:</b>		<b>\$ 2,176</b>	<b>\$ 22,439</b>	<b>\$ 24,615</b>
<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS TOTAL:</b>		<b>Admin</b>	<b>Program</b>	<b>Total</b>
		<b>\$ 31,785</b>	<b>\$ 327,689</b>	<b>\$ 359,474</b>

<b>DIRECT EMPLOYEE SALARIES &amp; BENEFITS PERCENTAGE:</b>	<b>Admin</b>	<b>Program</b>
	<b>9%</b>	<b>91%</b>

<b>2000: DIRECT CLIENT SUPPORT</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
2001	Child Care	\$ -
2002	Client Housing Support	10,500
2003	Client Transportation & Support	525
2004	Clothing, Food, & Hygiene	12,600
2005	Education Support	
2006	Employment Support	
2007	Household Items for Clients	
2008	Medication Supports	
2009	Program Supplies - Medical	
2010	Utility Vouchers	
2011	Other (Program Supplies)	
2012	Other (specify)	
2013	Other (specify)	-
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
<b>DIRECT CLIENT CARE TOTAL</b>		<b>\$ 23,625</b>

<b>3000: DIRECT OPERATING EXPENSES</b>		
<b>Acct #</b>	<b>Line Item Description</b>	<b>Amount</b>
3001	Telecommunications	\$ 4,221
3002	Printing/Postage	463
3003	Office Supplies & Equipment	695
3004	Advertising	
3005	Staff Development & Training	1,000
3006	Staff Mileage	53
3007	Subscriptions & Memberships	
3008	Vehicle Maintenance	17,954
3009	Other (Staff Recruitment)	520
3010	Other (Insurance)	10,170
3011	Other (specify)	-
3012	Other (specify)	-
<b>DIRECT OPERATING EXPENSES TOTAL:</b>		<b>\$ 35,076</b>

<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>
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Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 4,557
4002	Rent/Lease Building	10,416
4003	Rent/Lease Equipment	840
4004	Rent/Lease Vehicles	
4005	Security	
4006	Utilities	3,373
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
<b>DIRECT FACILITIES/EQUIPMENT TOTAL:</b>		<b>\$ 19,186</b>

<b>5000: DIRECT SPECIAL EXPENSES</b>		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ 12,360
5002	HMIS (Health Management Information System)	
5003	Contractual/Consulting Services (specify)	
5004	Translation Services	
5005	Other (specify)	
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
<b>DIRECT SPECIAL EXPENSES TOTAL:</b>		<b>\$ 12,360</b>

<b>6000: INDIRECT EXPENSES</b>		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	-
6005	Insurance (Specify):	-
6006	Payroll Services	-
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	-
6008	Personnel (Indirect Salaries & Benefits)	
6009	Other (Administrative & General Fees)	54,338
6010	Other (specify)	-
6011	Other (specify)	-
6012	Other (specify)	-
6013	Other (specify)	-
<b>INDIRECT EXPENSES TOTAL</b>		<b>\$ 54,338</b>

<b>INDIRECT COST RATE</b>	<b>12.00%</b>
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<b>7000: DIRECT FIXED ASSETS</b>		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 3,100
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	
7003	Furniture & Fixtures	
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-

<b>FIXED ASSETS EXPENSES TOTAL</b>	<b>\$ 3,100</b>
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<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 507,159</b>
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<b>PROGRAM FUNDING SOURCES</b>
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<b>8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)</b>				
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Acct #	Line Item Description	Service Units	Rate	Amount
8001	Mental Health Services			\$ -
8002	Case Management			-
8003	Crisis Services			-
8004	Medication Support			-
8005	Collateral			-
8006	Plan Development			-
8007	Assessment			-
8008	Rehabilitation			-
8009	Other (Specify)			-
8010	Other (Specify)			-
<b>Estimated Specialty Mental Health Services Billing Totals:</b>		<b>0</b>		<b>\$ -</b>
Estimated % of Clients who are Medi-Cal Beneficiaries				0%
Estimated Total Cost of Specialty Mental Health Services Provided to Medi-Cal Beneficiaries				-
Federal Financial Participation (FFP) %				0%
<b>MEDI-CAL FFP TOTAL</b>				<b>\$ -</b>

<b>8100 - SUBSTANCE USE DISORDER FUNDS</b>		
--	--	--

Acct #	Line Item Description	Amount
8101	Drug Medi-Cal	\$ -
8102	SABG	\$ -
<b>SUBSTANCE USE DISORDER FUNDS TOTAL</b>		<b>\$ -</b>

<b>8200 - REALIGNMENT</b>		
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Acct #	Line Item Description	Amount
8201	Realignment	\$ -
<b>REALIGNMENT TOTAL</b>		<b>\$ -</b>

<b>8300 - MENTAL HEALTH SERVICE ACT (MHSA)</b>			
--	--	--	--

Acct #	MHSA Component	MHSA Program Name	Amount
8301	CSS - Community Services & Supports		
8302	PEI - Prevention & Early Intervention		
8303	INN - Innovations		-
8304	WET - Workforce Education & Training		-
8305	CFTN - Capital Facilities & Technology		-
<b>MHSA TOTAL</b>			<b>\$ -</b>

<b>8400 - OTHER REVENUE</b>		
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Acct #	Line Item Description	Amount
8401	Client Fees	\$ -
8402	Client Insurance	-
8403	Grants (PATH)	
8404	Other (American Rescue Act Plan)	507,159
8405	Other (Specify)	-
<b>OTHER REVENUE TOTAL</b>		<b>\$ 507,159</b>

<b>TOTAL PROGRAM FUNDING SOURCES:</b>	<b>\$ 507,159</b>
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<b>NET PROGRAM COST:</b>	<b>\$ -</b>
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**Street Outreach Team and Rural Support****Kings View****Fiscal Year (FY) 2025-26****PARTIAL FTE DETAIL****For all positions with FTE's split among multiple programs/contracts the below must be filled out**

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Executive Director	PATH SMHS/Fresno	0.04
	PATH OEL/Fresno	0.04
	PATH STARS/Fresno	0.03
	Blue Sky/Fresno	0.05
	Rural Crisis Intervention/Fresno	0.03
	Metro CIT/Fresno	0.02
	Map Point/Fresno	0.01
	FURS/Fresno	0.03
	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.17
	Shasta	0.09
	Tulare	0.23
	Madera	0.06
	Kings	0.17
	Administrative Department	0.02
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Regional Director	PATH SMHS/Fresno	0.085
	PATH OEL/Fresno	0.080
	PATH STARS/Fresno	0.070
	Blue Sky/Fresno	0.110
	Rural Crisis Intervention/Fresno	0.160
	Metro CIT/Fresno	0.250
	Map Point/Fresno	0.050
	FURS/Fresno	0.030
	Suicide Prevention Follow-up Call/Fresno	0.010
	CVSPH	0.095
	Madera	0.060
<b>Total</b>		<b>1.00</b>

<b>Position</b>	<b>Contract #/Name/Department/County</b>	<b>FTE %</b>
Accountant	PATH SMHS/Fresno	0.07
	PATH OEL/Fresno	0.10
	PATH STARS/Fresno	0.10
	Blue Sky/Fresno	0.10
	Rural Crisis Intervention/Fresno	0.12
	Metro CIT/Fresno	0.10
	FURS/Fresno	0.03

	Suicide Prevention Follow-up Call/Fresno	0.01
	CVSPH	0.05
	Shasta	0.07
	Finance Department	0.25
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Quality Improvement Data Analyst	PATH SMHS/Fresno	0.05
	PATH OEL/Fresno	0.05
	PATH STARS/Fresno	0.06
	Blue Sky/Fresno	0.12
	Rural Crisis Intervention/Fresno	0.25
	Metro CIT/Fresno	0.12
	Map Point/Fresno	0.07
	FURS/Fresno	0.03
	Shasta	0.20
	Quality & Performance Improvement Department	0.05
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
Program Manager	PATH SMHS/Fresno	0.25
	PATH OEL/Fresno	0.35
	PATH STARS/Fresno	0.40
<b>Total</b>		<b>1.00</b>

Position	Contract #/Name/Department/County	FTE %
<b>Total</b>		<b>0.00</b>

Position	Contract #/Name/Department/County	FTE %

[illegible]

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

Position	Contract #/Name/Department/County	FTE %

Total 0.00

**Street Outreach Team and Rural Support**  
**Kings View**  
**Fiscal Year (FY) 2025-26 Budget Narrative**

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS			359,474	
Administrative Positions			26,042	
	1101	Executive Director	6,023	Position will provide agency specific staff oversight and represent and maintain the collaborative relationship between agencies. 3% increase from previous year is being captured in this line item.
	1102	Regional Director	9,408	Provide program management and direction. Ensures operations are running smoothly and in compliance with contract requirements. 3% increase from previous year is being captured in this line item.
	1103	Accountant	6,112	Prepares and provides budget guidance, monthly invoicing and other fiscal services. 3% increase from previous year is being captured in this line item.
	1104	Quality Improvement Data Analyst	4,499	This position will perform a wide range of duties to support data collection, management, and reporting needs for all collaborative partnerships. 3% increase from previous year is being captured in this line item.
	1105	0	-	
	1106	0	-	
	1107	0	-	
	1108	0	-	
	1109	0	-	
	1110	0	-	
	1111	0	-	
	1112	0	-	
	1113	0	-	
	1114	0	-	
	1115	0	-	
Program Positions			268,481	
	1116	Program Manager	44,065	Provides supervision of all staff and direct oversight of program management. 3% increase from previous year is being captured in this line item.
	1117	Outreach Worker	176,105	Provides outreach and engagement services, provides linkage to needed services. 3% increase from previous year is being captured in this line item. In addition, there was an overall budget reduction from previous year by \$35,292 due to funding available causing reduction by 1FTE to this line item.
	1118	Lead Outreach Worker	48,311	Acts as a team liaison between the Program Manager and Outreach Workers, provides training and field assistance to Outreach Workers as needed, represents PATH in rural community meetings, as needed. 3% increase from previous year is being captured in this line item.
	1119	0	-	
	1120	0	-	
	1121	0	-	
	1122	0	-	
	1123	0	-	
	1124	0	-	
	1125	0	-	
	1126	0	-	
	1127	0	-	
	1128	0	-	
	1129	0	-	
	1130	0	-	
	1131	0	-	
	1132	0	-	
	1133	0	-	
	1134	0	-	
Direct Employee Benefits			40,336	
	1201	Retirement	1,342	Cost of 401K; estimated at .46% from total salaries based on estimated program trends.
	1202	Worker's Compensation	3,976	Workers Comp Insurance; estimated at 1.35% from total salaries based on estimated program trends.
	1203	Health Insurance	35,018	Cost of Medical, Vision, Dental, Life and Long Term Disability Insurance; estimated at 11.89% from total salaries.
	1204	Other (specify)	-	
	1205	Other (specify)	-	
	1206	Other (specify)	-	
Direct Payroll Taxes & Expenses:			24,615	
	1301	OASDI	-	
	1302	FICA/MEDICARE	22,531	Cost of FICA/Medicare; estimated at 7.65% from total salaries.
	1303	SUI	2,084	Cost of SUI; estimated at .71% from total salaries.
	1304	Other (specify)	-	
	1305	Other (specify)	-	



PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1306	Other (specify)	-		
<b>2000: DIRECT CLIENT SUPPORT</b>		<b>23,625</b>		
2001	Child Care	-		
2002	Client Housing Support	10,500	Support clients with things such as rent, security deposits, board and care, emergency housing such as hotels/motels, groceries, utilities, and household supplies. Adding 5% increase from previous year.	
2003	Client Transportation & Support	525	Provides bus passes, bus tokens or any transportation assistance for clients, such as taxi service or gas. Adding 5% increase from previous year.	
2004	Clothing, Food, & Hygiene	12,600	Outreach expenses that support clients with clothing, food, water, blankets, and hygiene supplies. Clothing items consist of the following: Shirts, pants, shorts, shoes, underwear, outerwear (jackets, beanies, gloves, socks, etc.) and any other wearable items to protect clients from the weather elements. Also, includes miscellaneous client support items such as pet food, groceries, DMV identification, and birth certificates. Adding 5% increase from previous year.	
2005	Education Support	-		
2006	Employment Support	-		
2007	Household Items for Clients	-		
2008	Medication Supports	-		
2009	Program Supplies - Medical	-		
2010	Utility Vouchers	-		
2011	Other (Program Supplies)	-		
2012	Other (specify)	-		
2013	Other (specify)	-		
2014	Other (specify)	-		
2015	Other (specify)	-		
2016	Other (specify)	-		
<b>3000: DIRECT OPERATING EXPENSES</b>		<b>35,076</b>		
3001	Telecommunications	4,221	Cost of landline telephone services, cell phones service, data connectivity. 5.5% anticipated inflation increase from previous year.	
3002	Printing/Postage	463	Business cards and other special printing in bulk that is less cost effective to outsource rather than utilization of a copier.	
3003	Office Supplies & Equipment	695	Includes desk supplies & minor equipment used by staff in the course of providing services.	
3004	Advertising	-		
3005	Staff Development & Training	1,000	Minor shared cost for continuation of staff development and training. Includes, registration cost, travel transportation, staff meals, and lodging expenses. Includes HMIS training cost.	
3006	Staff Mileage	53	Reimbursements to staff for personal vehicle use when lease vehicle not available and require to provide services or other program needs, paid at IRS rate. Any travel transportation fees, such as parking fees.	
3007	Subscriptions & Memberships	-		
3008	Vehicle Maintenance	17,954	Minor auto repairs & maintenance required to maintain 2 vans for client transportation and program needs, such as oil changes and car washes. Cost of GPS, vehicle tracking service, and auto fuel. 5% anticipated inflation increase from previous year. Increase to line item due to anticipating higher maintenance to older vehicles such as tire replacements.	
3009	Other (Staff Recruitment)	520	Thorough background checks, drug testing, job postings, and bilingual testing.	
3010	Other (Insurance)	10,170	Direct expense to program for general, professional liability, personal property, accidental, and auto insurance. 5% anticipated inflation increase from previous year due to the size of the transit vans.	
3011	Other (specify)	-		
3012	Other (specify)	-		
<b>4000: DIRECT FACILITIES &amp; EQUIPMENT</b>		<b>19,186</b>		
4001	Building Maintenance	4,557	Share cost for copier maintenance, inspection services, pest control, alarm services, janitorial services, facility supplies, minor building repairs and maintenance, and other necessary expenses necessary to provide services.	
4002	Rent/Lease Building	10,416	Shared cost of building lease. 5% increase from previous year.	
4003	Rent/Lease Equipment	840	Shared copier lease. 5% increase from previous year.	
4004	Rent/Lease Vehicles	-		
4005	Security	-		
4006	Utilities	3,373	Shared cost of gas and electric. 7% increase from previous year.	
4007	Other (specify)	-		
4008	Other (specify)	-		
4009	Other (specify)	-		
4010	Other (specify)	-		
<b>5000: DIRECT SPECIAL EXPENSES</b>		<b>12,360</b>		

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	5001	Consultant (Network & Data Management)	12,360	Kings View Information Technology Department (KVIT) will provide hardware and software support successful data collection. Information services and management consisting of managed internet service provider, network and desktop management, project management, technology procurement, telecommunication management, strategic technology planning, system documentation, application/data hosting, access to data/documents/application 24/7. After hours support via email and phone 24/7.
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (specify)	-	
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			54,338	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	-	
	6005	Insurance (Specify):	-	
	6006	Payroll Services	-	
	6007	Depreciation (Provider-Owned Equipment to be Used	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	
	6009	Other (Administrative & General Fees)	54,338	Expenses to this line item ranges from salaries and benefits to operating expenses such as rent, utilities, & supplies generated by corporate management, fiscal services, payroll, human resources, accounts payable and other administrative functions supporting program based on our Cost Allocation Plan.
	6010	Other (specify)	-	
	6011	Other (specify)	-	
	6012	Other (specify)	-	
	6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS			3,100	
	7001	Computer Equipment & Software	3,100	Computer software needs to support staff, anticipating shared cost & or replacement of computer equipment.
	7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
	7003	Furniture & Fixtures	-	
	7004	Leasehold/Tenant/Building Improvements	-	
	7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
	7006	Assets over \$5,000/unit (Specify)	-	
	7007	Other (specify)	-	
	7008	Other (specify)	-	

PROGRAM FUNDING SOURCES			
8000 - SHORT/DOYLE MEDI-CAL (FEDERAL FINANCIAL PARTICIPATION)			
	ACCT #	LINE ITEM	PROVIDE DETAILS OF METHODOLOGY(IES) USED IN DETERMINING MEDI-CAL SERVICE RATES AND/OR SERVICE UNITS, IF APPLICABLE AND/OR AS REQUIRED BY THE RFP
	8001	Mental Health Services	
	8002	Case Management	
	8003	Crisis Services	
	8004	Medication Support	
	8005	Collateral	
	8006	Plan Development	
	8007	Assessment	
	8008	Rehabilitation	
	8009	Other (Specify)	
	8010	Other (Specify)	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 507,159

TOTAL PROGRAM EXPENSES FROM BUDGET TEMPLATE: 507,159

BUDGET CHECK: -

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 03/2019)

AGREEMENT NUMBER  
20-HHAP-00096

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Business, Consumer Services, and Housing Agency

CONTRACTOR NAME

County of Fresno

2. The term of this Agreement is:

START DATE

Upon BCSH Approval

THROUGH END DATE

06/30/2025

3. The maximum amount of this Agreement is:

\$2,325,640.36

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	1-6
Exhibit B	Budget Detail and Payment Provisions	7-11
Exhibit C	Homeless Coordinating and Financing Council Terms and Conditions	12-21
+ - Exhibit D	Special Terms and Conditions	22
+ - Exhibit E*	General Terms and Conditions	23

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Fresno

CONTRACTOR BUSINESS ADDRESS

PO Box 24055

PRINTED NAME OF PERSON SIGNING

Ernest Buddy Mendes

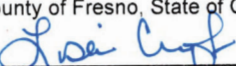
ATTEST:

BERNICE E. SEIDEL

Clerk of the Board of Supervisors

County of Fresno, State of California

By



Deputy

CONTRACTOR AUTHORIZED SIGNATURE



CITY

Fresno

STATE

CA

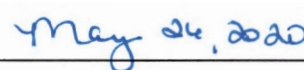
ZIP

93612

TITLE

Chairman, Board of Supervisors

DATE SIGNED



## STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 03/2019)

AGREEMENT NUMBER  
20-HHAP-00096

PURCHASING AUTHORITY NUMBER (If Applicable)

**STATE OF CALIFORNIA**

## CONTRACTING AGENCY NAME

Business, Consumer Services, and Housing Agency

## CONTRACTING AGENCY ADDRESS

915 Capitol Mall, Suite 350A

## CITY

Sacramento

## STATE

CA

## ZIP

95814

## PRINTED NAME OF PERSON SIGNING

Lourdes Castro Ramírez

## TITLE

Secretary

## CONTRACTING AGENCY AUTHORIZED SIGNATURE



## DATE SIGNED

6/19/2020

## CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

## EXEMPTION (If Applicable)

For Accounting use only:

Fund: 0065

Subclass: 17237

Org: 1132

Account: 3575-State Other

**Homeless Housing, Assistance and Prevention  
Standard Agreement****EXHIBIT A  
SCOPE OF WORK****1. Authority**

The State of California has established the Homeless Housing, Assistance, and Prevention Program ("HHAP" or "Program" or "grant") pursuant to Chapter 6 (commencing with Section 50216) of Part 1 of Division 31 of the Health and Safety Code. (Added by Stats.2019, c. 159 (A.B. 101), § 10, eff. July 31, 2019.)

The Program is administered by the California Homeless Coordinating and Financing Council ("Council") in the Business, Consumer Services and Housing Agency ("Agency"). HHAP provides one-time flexible block grant funds to continuums of care, large cities (population of 300,000+) and counties as defined in the December 6, 2019 HHAP Notice of Funding Availability ("NOFA") to support regional coordination and expand or develop local capacity to address immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

This Standard Agreement along with all its exhibits ("Agreement") is entered into by the Agency and a continuum of care, a city, or a county ("Grantee") under the authority of, and in furtherance of the purpose of, the Program. In signing this Agreement and thereby accepting this award of funds, the Grantee agrees to comply with the terms and conditions of the Agreement, the NOFA under which the Grantee applied, the representations contained in the Grantee's application, and the requirements of the authority cited above.

**2. Purpose**

The general purpose of the Program is to provide one-time block grant funding to support regional coordination, and to expand or develop local capacity to address immediate homelessness challenges. Activities will be informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing. In accordance with the authority cited above, an application was created and submitted by the Grantee for HHAP funds to be allocated for eligible uses as stated in Health and Safety Code section 50219, subdivision (c)(1) – (8).



**Homeless Housing, Assistance and Prevention  
Standard Agreement**

**EXHIBIT A  
SCOPE OF WORK**

**3. Definitions**

**The following HHAP program terms are defined in accordance with Health and Safety Code section 50216, subdivisions (a) – (q):**

- (a) “Agency” means the Business, Consumer Services and Housing Agency.
- (b) “Applicant” means a continuum of care, city, or county.
- (c) “City” means a city or city and county that is legally incorporated to provide local government services to its population. A city can be organized either under the general laws of this state or under a charter adopted by the local voters.
- (d) “Continuum of care” means the same as defined by the United States Department of Housing and Urban Development at Section 578.3 of Title 24 of the Code of Federal Regulations.
- (e) “Coordinated Entry System” means a centralized or coordinated process developed pursuant to Section 578.7 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019, designed to coordinate homelessness program participant intake, assessment, and provision of referrals. In order to satisfy this subdivision, a centralized or coordinated assessment system shall cover the geographic area, be easily accessed by individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool.
- (f) “Council” means the Homeless Coordinating and Financing Council created pursuant to Section 8257 of the Welfare and Institutions Code.
- (g) “Emergency shelter” has the same meaning as defined in subdivision (e) of Section 50801.
- (h) “Homeless” has the same meaning as defined in Section 578.3 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019.
- (i) “Homeless Management Information System” means the information system designated by a continuum of care to comply with federal reporting requirements as defined in Section 578.3 of Title 24 of the Code of Federal Regulations. The term “Homeless Management Information System” also includes the use of a comparable



## **Homeless Housing, Assistance and Prevention Standard Agreement**

### **EXHIBIT A SCOPE OF WORK**

database by a victim services provider or legal services provider that is permitted by the federal government under Part 576 of Title 24 of the Code of Federal Regulations.

(j) "Homeless point-in-time count" means the 2019 homeless point-in-time count pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations. A jurisdiction may elect to instead use their 2017 point-in-time count if they can demonstrate that a significant methodology change occurred between the 2017 and 2019 point-in-time counts that was based on an attempt to more closely align the count with HUD best practices and undertaken in consultation with HUD representatives. A jurisdiction shall submit documentation of this to the agency by the date by which HUD's certification of the 2019 homeless point-in-time count is finalized. The agency shall review and approve or deny a request described in the previous sentence along with a jurisdiction's application for homeless funding.

(k) "Homeless youth" means an unaccompanied youth between 12 and 24 years of age, inclusive, who is experiencing homelessness, as defined in subsection (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)). "Homeless youth" includes unaccompanied youth who are pregnant or parenting.

(l) "Housing First" has the same meaning as in Section 8255 of the Welfare and Institutions Code, including all of the core components listed therein.

(m) "Jurisdiction" means a city, city that is also a county, county, or continuum of care, as defined in this section.

(m) "Jurisdiction" means a city, city that is also a county, county, or continuum of care, as defined in this section.

(n) "Navigation center" means a Housing First, low-barrier, service-enriched shelter focused on moving homeless individuals and families into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

(o) "Program" means the Homeless Housing, Assistance, and Prevention program established pursuant to this chapter.



## **Homeless Housing, Assistance and Prevention Standard Agreement**

### **EXHIBIT A SCOPE OF WORK**

(p) "Program allocation" means the portion of program funds available to expand or develop local capacity to address immediate homelessness challenges, in the amount of six hundred fifty million dollars (\$650,000,000).

(q) "Recipient" means a jurisdiction that receives funds from the agency for the purposes of the program.

#### **Additional definitions for the purposes of the HHAP program:**

"Obligate" means that the Grantee has placed orders, awarded contracts, received services, or entered into similar transactions that require payment using HHAP funding. Grantees, and the subrecipients who receive awards from those Grantees, must obligate the funds by the statutory deadlines set forth in this Exhibit A.

"Expended" means all HHAP funds obligated under contract or subcontract have been fully paid and receipted, and no invoices remain outstanding. In the case of an award made through subcontracting, subcontractors are required to obligate the funds by the same statutory deadlines.

"Grantee" means the continuum of care, city, or county that has entered into contract with the Business, Consumer Services and Housing Agency and is receiving HHAP funding.

#### **4. Scope of Work**

The Scope of Work ("Work") for this Agreement shall include uses that are consistent with Health and Safety Code section 50219, subdivision (c)(1) – (8), and any other applicable laws. Eligible uses include the following:

- A. Rental assistance and rapid rehousing.
- B. Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.
- C. Incentives to landlords, including, but not limited to, security deposits and holding fees.
- D. Outreach and coordination, which may include access to job programs, to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing.

## Homeless Housing, Assistance and Prevention Standard Agreement

### EXHIBIT A SCOPE OF WORK

- E. Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.
- F. Delivery of permanent housing and innovative housing solutions such as hotel and motel conversions.
- G. Prevention and shelter diversion to permanent housing.
- H. New navigation centers and emergency shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:
  - i. The number of available shelter beds in the city, county, or region served by a continuum of care.
  - ii. Shelter vacancy rate in the summer and winter months.
  - iii. Percentage of exits from emergency shelters to permanent housing solutions.
  - iv. A plan to connect residents to permanent housing.

#### 5. Agency Contract Coordinator

The Agency's Contract Coordinator for this Agreement is the Council's HHAP Grant Manager or the Grant Manager's designee. Unless otherwise instructed, any notice, report, or other communication requiring an original Grantee signature for this Agreement shall be mailed to the Agency Contract Coordinator. If there are opportunities to send information electronically, Grantee will be notified via email by the HHAP Grant Manager or the Grant Manager's designee.

The Representatives during the term of this Agreement will be:

	PROGRAM	GRANTEE
<b>ENTITY:</b>	Business Consumer Services and Housing Agency	County of Fresno
<b>SECTION/UNIT:</b>	Homeless Coordinating and Financing Council (HCFC)	
<b>ADDRESS:</b>	915 Capitol Mall Suite 350-A Sacramento, CA 95814	PO Box 24055 Fresno, California 93612
<b>CONTRACT MANAGER</b>	Amber Ostrander	Laura Moreno Program Manager
<b>PHONE NUMBER:</b>	916-651-7995	559-600-2335
<b>EMAIL ADDRESS:</b>	Amber.Ostrander@bcsh.ca.gov	lhaga@fresnocountyca.gov

## Homeless Housing, Assistance and Prevention Standard Agreement

### EXHIBIT A SCOPE OF WORK

All requests to update the Grantee information listed within this Agreement shall be emailed to the Homeless Coordinating and Financing Council's general email box at [hcfc@bcsh.ca.gov](mailto:hcfc@bcsh.ca.gov). The Council reserves the right to change their representative and/or contact information at any time with notice to the Grantee.

#### 6. Effective Date, Term of Agreement, and Deadlines

A. This Agreement is effective upon approval by the Agency (indicated by the signature provided by Agency in the lower left section of page one, Standard Agreement, STD. 213), when signed by all parties.

B. Contractual Obligation:

- Grantees that are counties must contractually obligate **100 percent** of their full program allocations on or before **May 31, 2023**.
- Grantees that are cities or continuums of care must contractually obligate no less than **50 percent** of program allocations on or before **May 31, 2023**.

Cities or continuums of care that contractually obligate less than 50 percent or program allocations after May 31, 2023 are subject to an alternative disbursement plan as required under (Health & Safety Code, § 50220, subdivision (a)(4)(B)).

C. Full Expenditure of HHAP Grant Funds

- All HHAP grant funds (**100 percent**) must be expended by **June 30, 2025**. Any funds not expended by that date shall revert to the General Fund. (Health & Safety Code, § 50220, subdivision (e).)

#### 7. Special Conditions

Agency reserves the right to add any special conditions to this Agreement it deems necessary to ensure that the goals of the Program are achieved.

**Homeless Housing, Assistance and Prevention  
Standard Agreement****EXHIBIT B  
BUDGET DETAIL AND PAYMENT PROVISIONS****1. Budget Detail & Changes**

The Grantee agrees that HHAP funds shall be expended on uses that support regional coordination and expand or develop local capacity to address immediate homelessness challenges. Such activities must be informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The Grantee shall expend HHAP funds on eligible activities as detailed in the annual budget submitted with the Grantee's approved application. The Grantee shall submit an updated budget with the annual report that revises and reports all actual and projected expenditures of HHAP funds.

Changes may be made to the timing (e.g., fiscal year) of eligible use expenditures without prior approval by the Agency so long as the total expenditures (actual and projected) for each eligible use category remain the same as described in the budget approved with the Grantee's application. Any decrease or increase to the total expenditures for any eligible use category must otherwise be approved by the Council's HHAP Grant Manager or his/her designee, in writing, before the Grantee may expend HHAP funds according to an alternative budget. The HHAP Grant Manager will respond to Grantee with approval or denial of request. Failure to obtain written approval from the Grant Manager or his/her designee as required by this section may be considered a breach of this Agreement.

**2. General Conditions Prior to Disbursement**

All Grantees must submit the following forms prior to HHAP funds being released:

- A. Request for Funds Form (RFF)
- B. STD 213 Standard Agreement - 2 original copies of the signed STD 213 form and initialed Exhibits A through E.
- C. Data Use Agreement (**continuums of care and counties that accepted redirected funding from a continuum of care- see Exhibit D for relevant Special Terms and Conditions**)

**Homeless Housing, Assistance and Prevention  
Standard Agreement****EXHIBIT B  
BUDGET DETAIL AND PAYMENT PROVISIONS****3. Disbursement of Funds**

HHAP funds will be disbursed to the Grantee upon receipt, review and approval of the completed Standard Agreement and RFF by Agency, the Department of General Services (DGS) and the State Controller's Office (SCO). Once Agency receives, reviews, and signs off on the completed documents, the documents will be sent to DGS for review. Once DGS review is completed, documents will be forwarded to SCO for final review and fund disbursement. The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. HHAP funds will be disbursed in a single allocation via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

**4. Expenditure of Funds**

Specific requirements and deadlines for contractually obligating and expending awarded funds are set forth in the Homeless Housing, Assistance, and Prevention Program statutes. Health and Safety Code sections 50218, 50219, and 50220 mandate the following:

- A. Up to 5 percent of the HHAP allocation may be expended for the following uses that are intended to meet federal requirements for housing funding:
  - (1) Strategic homelessness plan, as defined in section 578.7(c) of Title 24 of the Code of Federal Regulations; and/or
  - (2) Infrastructure development to support coordinated entry systems and Homeless Management Information Systems.
- B. No more than 7 percent of the HHAP allocation may be used for administrative costs incurred by the Grantee.
- C. At least 8 percent of the HHAP allocation shall be used to establish or expand services for homeless youth populations.
- D. Grantees that are cities or continuums of care shall contractually obligate no less than 50 percent of HHAP funds by May 31, 2023. If less than 50 percent is obligated after May 31, 2023, continuums of care and cities shall not expend any remaining portion of the 50 percent of program allocations required to have been obligated unless and until both of the following occur:

**Homeless Housing, Assistance and Prevention  
Standard Agreement**

**EXHIBIT B  
BUDGET DETAIL AND PAYMENT PROVISIONS**

- (1) On or before June 30, 2023, the Grantee submits an alternative disbursement plan to Agency that includes an explanation for the delay and a plan to fully expend these funds by December 31, 2023.
  - (2) Agency approves the alternative disbursement plan.  
If the funds identified in the approved alternative disbursement plan are not fully expended by December 31, 2023, the funds shall be returned to Agency.
- E. Grantees that are counties shall contractually obligate the full allocation (100 percent) awarded to them by May 31, 2023. Any funds that are not contractually obligated by this date shall be reverted to the continuum of care that serves the county. Specific to Los Angeles County, funds that are not contractually obligated by this date shall be divided proportionately using the HHAP funding allocation formula among the four CoC's that serve Los Angeles County: City of Glendale CoC, City of Pasadena CoC, the City of Long Beach CoC, and the Los Angeles Homeless Services Authority.
- Counties not obligating their full program allocation by May 31, 2023 are required to notify Agency on or before that date, of the name of the CoC(s) in which the county is served, and the amount of program funds that will be reverted to the CoC(s). By June 30, 2023, the county shall provide Agency with evidence that the funds were transferred and submit an updated budget that clearly identifies the funds that were transferred.
- F. All HHAP funds shall be expended by June 30, 2025.
- G. Any funds not expended by June 30, 2025 shall revert to the General Fund.

**5. Reimbursement**

HHAP program funds should not generally be obligated or expended prior to the effective date of this Agreement. However, Agency acknowledges that there may be circumstances that would require reimbursement in order to prevent or address homelessness in a given jurisdiction. When considering a reimbursement, the following requirements are applicable:

- A. Reimbursement is not permitted for activities occurring prior to July 1, 2019.



**Homeless Housing, Assistance and Prevention  
Standard Agreement**

**EXHIBIT B  
BUDGET DETAIL AND PAYMENT PROVISIONS**

- B. Reimbursement shall not supplant existing local funds for homeless housing, assistance, or prevention.
- C. Approval from HCFC must be obtained prior to obtaining reimbursement.
- D. Capital improvement projects pertaining to emergency shelters and navigation centers are still required to demonstrate need. Eligible applicants are required

to submit the following information for HCFC to review and approve or deny such projects:

- (1) The number of available shelter beds in the jurisdiction;
- (2) The shelter vacancy rate in the summer and winter months;
- (3) The percentage of exits from emergency shelters to permanent housing solutions; and
- (4) A plan to connect residents to permanent housing.

**6. Ineligible Costs**

HHAP funds shall not be used for costs associated with activities in violation of any law or for any activities not consistent with the intent of the Program and the eligible uses identified in Health and Safety Code sections 50218 and 50219.

Agency reserves the right to request additional clarifying information to determine the reasonableness and eligibility of all uses of the funds made available by this Agreement. If the Grantee or its funded subrecipients use HHAP funds to pay for ineligible activities, the Grantee shall be required to reimburse these funds to Agency.

An expenditure which is not authorized by this Agreement, or by written approval of the Grant Manager or his/her designee, or which cannot be adequately documented, shall be disallowed and must be reimbursed to Agency by the Grantee.

Agency, at its sole and absolute discretion, shall make the final determination regarding the allowability of HHAP fund expenditures.

Program funds shall not be used to supplant existing local funds for homeless housing, assistance, or prevention.

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**7. Administrative Costs**

The Grantee must comply with Health and Safety Code section 50219, subdivision (e), which limits the Grantee's administrative costs to no more than 7 percent of total HHAP funds received. For purposes of this requirement, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the Program allocation.



**Homeless Housing, Assistance and Prevention  
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**EXHIBIT C  
HOMELESS COORDINATING AND FINANCING COUNCIL TERMS AND  
CONDITIONS**

**1. Termination and Sufficiency of Funds**

**A. Termination of Agreement**

Agency may terminate this Agreement at any time for cause by giving a minimum of 14 days' notice of termination, in writing, to the Grantee. Cause shall consist of violations of any conditions of this Agreement, any breach of contract as described in paragraph 6 of this Exhibit C; violation of any federal or state laws; or withdrawal of Agency's expenditure authority. Upon termination of this Agreement, unless otherwise approved in writing by Agency, any unexpended funds received by the Grantee shall be returned to Agency within 30 days of Agency's notice of termination.

**B. Sufficiency of Funds**

This Agreement is valid and enforceable only if sufficient funds are made available to Agency by legislative appropriation. In addition, this Agreement is subject to any additional restrictions, limitations or conditions, or statutes, regulations or any other laws, whether federal or those of the State of California, or of any agency, department, or any political subdivision of the federal or State of California governments, which may affect the provisions, terms or funding of this Agreement in any manner.

**2. Transfers**

Grantee may not transfer or assign by subcontract or novation, or by any other means, the rights, duties, or performance of this Agreement or any part thereof, except with the prior written approval of Agency and a formal amendment to this Agreement to affect such subcontract or novation.

**3. Grantee's Application for Funds**

Grantee has submitted to Agency an application for HHAP funds to support regional coordination and expand or develop local capacity to address its immediate homelessness challenges. Agency is entering into this Agreement on the basis of, and in substantial reliance upon, Grantee's facts, information, assertions and representations contained in that application, and in any subsequent modifications or additions thereto approved by Agency. The application and any approved modifications and additions thereto are hereby incorporated into this Agreement.

EOM

**Homeless Housing, Assistance and Prevention  
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HOMELESS COORDINATING AND FINANCING COUNCIL TERMS AND  
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Grantee warrants that all information, facts, assertions and representations contained in the application and approved modifications and additions thereto are true, correct, and complete to the best of Grantee's knowledge. In the event that any part of the application and any approved modification and addition thereto is untrue, incorrect, incomplete, or misleading in such a manner that would substantially affect Agency approval, disbursement, or monitoring of the funding and the grants or activities governed by this Agreement, then Agency may declare a breach of this Agreement and take such action or pursue such remedies as are legally available.

**4. Reporting/Audits****A. Annual Report Deadlines**

By January 1, 2021, and annually on that date thereafter until all funds have been expended, the Grantee shall submit an annual report to Agency in a format provided by Agency. If the Grantee fails to provide such documentation, Agency may recapture any portion of the amount authorized by this Agreement with a 14-day written notification. No later than January 1, 2026, the Grantee shall submit a final report, in a format provided by Agency, as well as a detailed explanation of all uses of the Program funds.

**B. Reporting Requirements**

The annual report shall contain detailed information in accordance with Health and Safety Code section 50221, subdivision (a). This information includes the following, as well as any additional information deemed appropriate or necessary by Agency:

1. An ongoing tracking of the specific uses and expenditures of any Program funds broken out by eligible uses listed, including the current status of those funds.
2. The number of homeless individuals served by the Program funds in that year, and a total number served in all years of the Program, as well as the homeless populations served.
3. The types of housing assistance provided, broken out by the number of individuals.

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4. Outcome data for an individual served through Program funds, including the type of housing that an individual exited to, the percent of successful housing exits, and exit types for unsuccessful housing exits.

In addition to the annual reports, Agency requires the Grantee to submit quarterly expenditure reports due no later than 30 days following the end of each fiscal quarter. Grantee shall submit a report to the agency on a form and method provide by the agency, that includes the ongoing tracking of the specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds, as well as any additional information the agency deems appropriate or necessary.

Agency may require additional supplemental reporting with written notice to the Grantee.

**C. Auditing**

Agency reserves the right to perform or cause to be performed a financial audit. At Agency request, the Grantee shall provide, at its own expense, a financial audit prepared by a certified public accountant. HHAP administrative funds may be used to fund this expense.

1. If a financial audit is required by Agency, the audit shall be performed by an independent certified public accountant.
2. The Grantee shall notify Agency of the auditor's name and address immediately after the selection has been made. The contract for the audit shall allow access by Agency to the independent auditor's working papers.
3. The Grantee is responsible for the completion of audits and all costs of preparing audits.
4. If there are audit findings, the Grantee must submit a detailed response acceptable to Agency for each audit finding within 90 days from the date of the audit finding report.

**5. Inspection and Retention of Records****A. Record Inspection**

The Grantee agrees that Agency or its designee shall have the right to review, obtain, and copy all records and supporting documentation pertaining to performance under this Agreement. The Grantee agrees to provide Agency, or its designee, with any

**Homeless Housing, Assistance and Prevention  
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**EXHIBIT C  
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relevant information requested. The Grantee agrees to give Agency or its designee access to its premises, upon reasonable notice and during normal business hours, for the purpose of interviewing employees who might reasonably have information related to such records, and of inspecting and copying such books, records, accounts, and other materials that may be relevant to an investigation of compliance with the Homeless Housing, Assistance, and Prevention Program laws, the HHAP program guidance document published on the website, and this Agreement.

**B. Record Retention**

The Grantee further agrees to retain all records described in subparagraph A for a minimum period of five (5) years after the termination of this Agreement.

If any litigation, claim, negotiation, audit, monitoring, inspection or other action has been commenced before the expiration of the required record retention period, all records must be retained until completion of the action and resolution of all issues which arise from it.

**6. Breach and Remedies**

**A. Breach of Agreement**

Breach of this Agreement includes, but is not limited to, the following events:

1. Grantee's failure to comply with the terms or conditions of this Agreement.
2. Use of, or permitting the use of, HHAP funds provided under this Agreement for any ineligible activities.
3. Any failure to comply with the deadlines set forth in this Agreement.

**B. Remedies for Breach of Agreement**

In addition to any other remedies that may be available to Agency in law or equity for breach of this Agreement, Agency may:

1. Bar the Grantee from applying for future HHAP funds;
2. Revoke any other existing HHAP award(s) to the Grantee;
3. Require the return of any unexpended HHAP funds disbursed under this Agreement;
4. Require repayment of HHAP funds disbursed and expended under this Agreement;

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5. Require the immediate return to Agency of all funds derived from the use of HHAP funds including, but not limited to, recaptured funds and returned funds; and
6. Seek, in a court of competent jurisdiction, an order for specific performance of the defaulted obligation or the appointment of a receiver to complete the technical assistance in accordance with HHAP requirements.

**C.** All remedies available to Agency are cumulative and not exclusive.

**D.** Agency may give written notice to the Grantee to cure the breach or violation within a period of not less than 15 days.

**7. Waivers**

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of Agency to enforce at any time the provisions of this Agreement, or to require at any time, performance by the Grantee of these provisions, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of Agency to enforce these provisions.

**8. Nondiscrimination**

During the performance of this Agreement, Grantee and its subrecipients shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, gender identity, gender expression, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), genetic information, marital status, military and veteran status, and denial of medical and family care leave or pregnancy disability leave. Grantees and subGrantees shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subrecipients shall comply with the provisions of California's laws against discriminatory practices relating to specific groups: the California Fair Employment and Housing Act (FEHA) (Gov. Code, § 12900 et seq.); the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.); and the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code, §§ 11135 - 11139.5). Grantee and its subrecipients shall give written notice of their obligations

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under this clause to labor organizations with which they have a collective bargaining or other agreement.

**9. Conflict of Interest**

All Grantees are subject to state and federal conflict of interest laws. For instance, Health and Safety Code section 50219, subdivision (h) states, "For purposes of Section 1090 of the Government Code, a representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county."

Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Additional applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411.

**A. Current State Employees:** No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent Grantee with any State agency to provide goods or services.

**B. Former State Employees:** For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.

**C.**

**Homeless Housing, Assistance and Prevention  
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**C. Employees of the Grantee:** Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the a Political Reform Act of 1974 (Gov. Code, § 81000 et seq.).

**D. Representatives of a County:** A representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial

**E.** interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county.

**10. Drug-Free Workplace Certification**

Certification of Compliance: By signing this Agreement, Grantee hereby certifies, under penalty of perjury under the laws of State of California, that it and its subrecipients will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:

**A.** Publish a statement notifying employees and subrecipients that unlawful manufacture distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, Grantees, or subrecipients for violations, as required by Government Code section 8355, subdivision (a)(1).

**B.** Establish a Drug-Free Awareness Program, as required by Government Code section 8355, subdivision (a)(2) to inform employees, Grantees, or subrecipients about all of the following:

1. The dangers of drug abuse in the workplace;
2. Grantee's policy of maintaining a drug-free workplace;
3. Any available counseling, rehabilitation, and employee assistance program; and
4. Penalties that may be imposed upon employees, Grantees, and subrecipients for drug abuse violations.



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**C.** Provide, as required by Government Code section 8355, subdivision (a)(3), that every employee and/or subrecipient that works under this Agreement:

1. Will receive a copy of Grantee's drug-free policy statement, and
2. Will agree to abide by terms of Grantee's condition of employment or subcontract.

**11. Child Support Compliance Act**

For any Contract Agreement in excess of \$100,000, the Grantee acknowledges in accordance with Public Contract Code 7110, that:

**A.** The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

**B.** The Grantee, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

**12. Special Conditions – Grantees/SubGrantee**

The Grantee agrees to comply with all conditions of this Agreement including the Special Conditions set forth in Exhibit D. These conditions shall be met to the satisfaction of Agency prior to disbursement of funds. The Grantee shall ensure that all SubGrantees are made aware of and agree to comply with all the conditions of this Agreement and the applicable State requirements governing the use of HHAP funds. Failure to comply with these conditions may result in termination of this Agreement.

**A.** The Agreement between the Grantee and any SubGrantee shall require the Grantee and its SubGrantees, if any, to:

1. Perform the work in accordance with Federal, State and Local housing and building codes, as applicable.



**Homeless Housing, Assistance and Prevention  
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2. Maintain at least the minimum State-required worker's compensation for those employees who will perform the work or any part of it.
3. Maintain, as required by law, unemployment insurance, disability insurance, and liability insurance in an amount that is reasonable to compensate any person, firm or corporation who may be injured or damaged by the Grantee or any SubGrantee in performing the Work or any part of it.
4. Agree to include all the terms of this Agreement in each subcontract.

**13. Compliance with State and Federal Laws, Rules, Guidelines and Regulations**

The Grantee agrees to comply with all state and federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, environmental protection, equal opportunity, fair housing, and all other matters applicable and/or related to the HHAP program, the Grantee, its subrecipients, and all eligible activities.

Grantee shall also be responsible for obtaining any and all permits, licenses, and approvals required for performing any activities under this Agreement, including those necessary to perform design, construction, or operation and maintenance of the activities. Grantee shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental protection, procurement, and safety laws, rules, regulations, and ordinances. Grantee shall provide copies of permits and approvals to Agency upon request.

**14. Inspections**

**A.** Grantee shall inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

**B.** Agency reserves the right to inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.

**C.** Grantee agrees to require that all work that is determined based on such inspections not to conform to the applicable requirements be corrected and to withhold payments to the subrecipient until it is corrected.

**Homeless Housing, Assistance and Prevention  
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**EXHIBIT C  
HOMELESS COORDINATING AND FINANCING COUNCIL TERMS AND  
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**15. Litigation**

**A.** If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of Agency, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are and shall be deemed severable.

**B.** The Grantee shall notify Agency immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement or Agency, and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of Agency.

**Homeless Housing, Assistance and Prevention  
Standard Agreement**

**EXHIBIT D  
SPECIAL TERMS AND CONDITIONS**

1. All proceeds from any interest-bearing account established by the Grantee for the deposit of HHAP funds, along with any interest-bearing accounts opened by subrecipients to the Grantee for the deposit of HHAP funds, must be used for HHAP-eligible activities.
2. Any housing-related activities funded with HHAP funds, including but not limited to emergency shelter, rapid-rehousing, rental assistance, transitional housing and permanent supportive housing, must be in compliance or otherwise aligned with the core components of Housing First, pursuant to Welfare and Institutions Code section 8255, subdivision (b).
3. Grantee agrees to utilize its local Homeless Management Information System (HMIS) to track HHAP-funded projects, services, and clients served. Grantee will ensure that HMIS data are collected in accordance with applicable laws and in such a way as to identify individual projects, services, and clients that are supported by HHAP funding (e.g., by creating appropriate HHAP-specific funding sources and project codes in HMIS).
4. Grantee agrees to participate in the statewide data system or warehouse created by Agency to collect local data from California continuums of care through the HMIS, and sign any required data use agreements allowing Agency to access Grantee's HMIS data for that purpose.
5. If Grantee is a continuum of care or a county that accepted redirected funding from a continuum of care, it shall review and execute a data use agreement no later than July 31, 2020, in order to ensure compliance with Health and Safety Code section 50219, subdivision (a)(7) and (10). Grantee's failure to timely execute a data use agreement will constitute a breach of this Agreement. In this event, BCSH, in its sole and absolute discretion, may exercise any and all remedies permitted by this Agreement or by applicable law.

EBM

**Homeless Housing, Assistance and Prevention  
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**EXHIBIT E  
GENERAL TERMS AND CONDITIONS**

This exhibit is incorporated by reference and made part of this agreement. This document can be viewed at the following link:

<https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>

*EBM*

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

21-HHAP-00063

PURCHASING AUTHORITY NUMBER (If Applicable)

010725

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Business, Consumer Services and Housing Agency

CONTRACTOR NAME

County of Fresno

2. The term of this Agreement is:

START DATE

Upon BCSH approval

THROUGH END DATE

06/30/2026

3. The maximum amount of this Agreement is:

\$1,063,150.00 (One Million Sixty Three Thousand One Hundred Fifty Dollars and No Cents)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	7
Exhibit B	Budget Detail and Payment Provisions	4
Exhibit C	Homeless Coordinating and Financing Council Terms and Conditions	9
+ - Exhibit D	Special Terms and Conditions	2
+ - Exhibit E	General Terms and Conditions	1

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Fresno

CONTRACTOR BUSINESS ADDRESS

PO Box 24055

CITY

Fresno

STATE

CA

ZIP

93779

PRINTED NAME OF PERSON SIGNING

Steve Brandau

TITLE

Chairman, County of Fresno Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

8/10/2021

ATTEST:

BERNICE E. SEIDEL

Clerk of the Board of Supervisors  
County of Fresno, State of California


By

Deputy

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES  
**STANDARD AGREEMENT**  
STD 213 (Rev. 04/2020)

AGREEMENT NUMBER 21-HHAP-00063	PURCHASING AUTHORITY NUMBER (If Applicable) 010725
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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME Business, Consumer Services and Housing Agency			
CONTRACTING AGENCY ADDRESS 915 Capitol Mall, Suite 350-A	CITY Sacramento	STATE CA	ZIP 95814
PRINTED NAME OF PERSON SIGNING Lourdes Castro Ramírez	TITLE Secretary		
CONTRACTING AGENCY AUTHORIZED SIGNATURE  <small>Lourdes Castro Ramirez (Sep 20, 2021 12:36 PDT)</small>	DATE SIGNED Sep 20, 2021		
CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable)		



**Homeless Housing, Assistance, and Prevention Program Round 2 (HHAP-2)  
Standard Agreement****EXHIBIT A****AUTHORITY, PURPOSE AND SCOPE OF WORK****1) Authority**

The State of California has established the Homeless Housing, Assistance, and Prevention Program Round 2 ("HHAP-2" or "Program") pursuant to Chapter 6 (commencing with Section 50216) of Part 1 of Division 31 of the Health and Safety Code. (Added by Stats.2020, c. 15 (A.B. 83), § 7, eff. June 29, 2020.)

The Program is administered by the California Homeless Coordinating and Financing Council ("HCFC") in the Business, Consumer Services and Housing Agency ("Agency"). HHAP-2 provides one-time flexible block grant funds to Continuums of Care, large cities (population of 300,000+) and counties as defined in the November 13, 2020 HHAP-2 Notice of Funding Availability ("NOFA") to build on the regional coordination created through previous HCFC grant funding and support local jurisdictions in their unified regional responses to reduce and end homelessness.

This Standard Agreement along with all its exhibits ("Agreement") is entered into by the Agency and a Continuum of Care, a city, or a county ("Grantee") under the authority of, and in furtherance of the purpose of, the Program. In signing this Agreement and thereby accepting this award of funds, the Grantee agrees to comply with the terms and conditions of the Agreement, the NOFA under which the Grantee applied, the representations contained in the Grantee's application, and the requirements of the authority cited above.

**2) Purpose**

The general purpose of the Program is to continue to build on regional coordination developed through previous rounds of funding of the Homelessness Emergency Aid Program (Chapter 5 (commencing with Section 50210)), the program established under this chapter, and COVID-19 funding to reduce homelessness. This funding shall:

- a) Continue to build regional collaboration between continuums of care, counties, and cities in a given region, regardless of population, and ultimately be used to develop a unified regional response to homelessness.
- b) Be paired strategically with other local, state, and federal funds provided to address homelessness in order to achieve maximum impact. Grantees of this



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funding are encouraged to reference the Guide to Strategic Uses of Key State and Federal Funds to Reduce Homelessness During the COVID-19 Pandemic.

- c) Be deployed with the goal of reducing the number of homeless individuals in a given region through investing in long-term solutions, such as permanent housing, and that the state be an integral partner through the provision of technical assistance, sharing of best practices, and implementing an accountability framework to guide the structure of current and future state investments.

In accordance with the authority cited above, an application was created and submitted by the Grantee for HHAP-2 funds to be allocated for eligible uses as stated in Health and Safety Code section 50220.5, subdivision (d)(1) – (8).

### 3) **Definitions**

**The following HHAP-2 program terms are defined in accordance with Health and Safety Code section 50216, subdivisions (a) – (q):**

(a) “Agency” means the Business, Consumer Services, and Housing Agency.

(b) “Applicant” means a Continuum of Care, city, or county.

(c) “City” means a city or city and county that is legally incorporated to provide local government services to its population. A city can be organized either under the general laws of this state or under a charter adopted by the local voters.

(d) “Continuum of Care” means the same as defined by the United States Department of Housing and Urban Development at Section 578.3 of Title 24 of the Code of Federal Regulations.

(e) “Coordinated Entry System” means a centralized or coordinated process developed pursuant to Section 578.7 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019, designed to coordinate homelessness program participant intake, assessment, and provision of referrals. In order to satisfy this subdivision, a centralized or coordinated assessment system shall cover the geographic area, be easily accessed by individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool.

(f) “Council” means the Homeless Coordinating and Financing Council created pursuant to Section 8257 of the Welfare and Institutions Code.

(g) “Emergency shelter” has the same meaning as defined in subdivision (e) of Section 50801.

  
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(h) "Homeless" has the same meaning as defined in Section 578.3 of Title 24 of the Code of Federal Regulations, as that section read on January 10, 2019.

(i) "Homeless Management Information System" means the information system designated by a Continuum of Care to comply with federal reporting requirements as defined in Section 578.3 of Title 24 of the Code of Federal Regulations. The term "Homeless Management Information System" also includes the use of a comparable database by a victim services provider or legal services provider that is permitted by the federal government under Part 576 of Title 24 of the Code of Federal Regulations.

(j) "Homeless point-in-time count" means the 2019 homeless point-in-time count pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations. A jurisdiction may elect to instead use their 2017 point-in-time count if they can demonstrate that a significant methodology change occurred between the 2017 and 2019 point-in-time counts that was based on an attempt to more closely align the count with HUD best practices and undertaken in consultation with HUD representatives. A jurisdiction shall submit documentation of this to the agency by the date by which HUD's certification of the 2019 homeless point-in-time count is finalized. The agency shall review and approve or deny a request described in the previous sentence along with a jurisdiction's application for homeless funding.

(k) "Homeless youth" means an unaccompanied youth between 12 and 24 years of age, inclusive, who is experiencing homelessness, as defined in subsection (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)). "Homeless youth" includes unaccompanied youth who are pregnant or parenting.

(l) "Housing First" has the same meaning as in Section 8255 of the Welfare and Institutions Code, including all of the core components listed therein.

(m) "Jurisdiction" means a city, city that is also a county, county, or Continuum of Care, as defined in this section.

(n) "Navigation center" means a Housing First, low-barrier, service-enriched shelter focused on moving homeless individuals and families into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

(o) "Program" means the Homeless Housing, Assistance, and Prevention program established pursuant to this chapter.

  
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(1) "Round 1" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2019.

(2) "Round 2" of the program means the funding allocated under the program with moneys appropriated during the fiscal year beginning on July 1, 2020.

(p) "Program allocation" means the portion of program funds available to expand or develop local capacity to address immediate homelessness challenges.

(q) "Recipient" means a jurisdiction that receives funds from the agency for the purposes of the program.

**Additional definitions for the purposes of the HHAP-2 program:**

"Obligate" means that the Grantee has placed orders, awarded contracts, received services, or entered into similar transactions that require payment using HHAP-2 funding. Grantees, and the subrecipients who receive awards from those Grantees, must obligate the funds by the statutory deadlines set forth in this Exhibit A.

"Expended" means all HHAP-2 funds obligated under contract or subcontract have been fully paid and receipted, and no invoices remain outstanding. In the case of an award made through subcontracting, subcontractors are required to expend the funds by the same statutory deadlines.

**4) Scope of Work**

The Scope of Work ("Work") for this Agreement shall include uses that are consistent with Health and Safety Code section 50220.5, subdivision (d)–(f), and any other applicable laws. The grantee shall expend funds on evidence-based solutions that address and prevent homelessness among eligible populations including any of the following:

- a) Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees.
- b) Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.
- c) Street outreach to assist persons experiencing homelessness to access permanent housing and services.

  
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- d) Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.
- e) Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.
- f) Delivery of permanent housing and innovative housing solutions, such as hotel and motel conversions.
- g) Prevention and shelter diversion to permanent housing, including rental subsidies.
- h) New navigation centers and emergency shelters based on demonstrated need. Demonstrated need for purposes of this paragraph shall be based on the following:
  - (i) The number of available shelter beds in the city, county, or region served by a Continuum of Care.
  - (ii) The number of people experiencing unsheltered homelessness in the homeless point-in-time count.
  - (iii) Shelter vacancy rate in the summer and winter months.
  - (iv) Percentage of exits from emergency shelters to permanent housing solutions.
  - (v) A plan to connect residents to permanent housing.

5) **Agency Contract Coordinator**

The Agency's Contract Coordinator for this Agreement is the Council's HHAP Grant Manager or the Grant Manager's designee. Unless otherwise instructed, any notice, report, or other communication requiring an original Grantee signature for this Agreement shall be mailed to the Agency Contract Coordinator. If there are opportunities to send information electronically, Grantee will be notified via email by the HHAP Grant Manager or the Grant Manager's designee.

The Representatives during the term of this Agreement will be:

  
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	PROGRAM	GRANTEE
ENTITY:	Business Consumer Services and Housing Agency	County of Fresno
SECTION/UNIT:	Homeless Coordinating and Financing Council (HCFC)	
ADDRESS:	915 Capitol Mall Suite 350-A Sacramento, CA, 95814	PO Box 24055 Fresno, CA 93612
CONTRACT MANAGER	Victor Duron	Laura Moreno
PHONE NUMBER:	(916) 510-9442	(559) 600-2335
EMAIL ADDRESS:	Victor.Duron@bcsh.ca.gov	lhaga@fresnocountyca.gov

All requests to update the Grantee information listed within this Agreement shall be emailed to the Homeless Coordinating and Financing Council's general email box at [hhap@bcsh.ca.gov](mailto:hhap@bcsh.ca.gov). The Council reserves the right to change their representative and/or contact information at any time with notice to the Grantee.

6) **Effective Date, Term of Agreement, and Deadlines**

- a) This Agreement is effective upon approval by the Agency (indicated by the signature provided by Agency in the lower left section of page one, Standard Agreement, STD. 213), when signed by all parties.
- b) Contractual Obligation:
  - i) Grantees that are counties must contractually obligate **100 percent** of their full program allocations on or before **May 31, 2023**.
  - ii) Grantees that are cities or continuums of care must contractually obligate no less than **50 percent** of program allocations on or before **May 31, 2023**.
  - iii) Counties that contractually obligate less than 100 percent of program allocations after May 31, 2023 will have their unallocated funds reverted to the CoC that serves the county. Specific to Los Angeles County, funds that are not contractually obligated by this date shall be divided proportionately using the HHAP funding allocation formula among the four CoC's that serve Los Angeles County: City of Glendale CoC, City of Pasadena CoC, the City of Long Beach CoC, and the Los Angeles Homeless Services Authority

  
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Cities or Continuums of Care that, after May 31, 2023, have contractually obligated less than 50 percent of program allocations must submit and have approved by the Council an alternative disbursement plan as required under (Health & Safety Code, § 50220.5, subdivision (k)(2)).

c) Full Expenditure of HHAP-2 Grant Funds

- i) All HHAP-2 grant funds (**100 percent**) must be expended by **June 30, 2026**. Any funds not expended by that date shall revert to the General Fund (Health & Safety Code, § 50220.5, subdivision (o)).

7) **Special Conditions**

Agency reserves the right to add any special conditions to this Agreement it deems necessary to ensure that the goals of the Program are achieved.

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**Homeless Housing, Assistance, and Prevention Program Round 2 (HHAP-2)  
Standard Agreement****EXHIBIT B****BUDGET DETAIL and DISBURSEMENT PROVISIONS****1) Budget Detail & Changes**

The Grantee agrees that HHAP-2 funds shall be expended on uses that support regional coordination and expand or develop local capacity to address immediate homelessness challenges. Such activities must be informed by a best-practices framework focused on moving people experiencing homelessness into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The Grantee shall expend HHAP-2 funds on eligible activities as detailed in the expenditure plan and funding plan submitted with the Grantee's approved application. The Grantee shall submit an updated funding plan with the annual report that revises and reports all actual and projected expenditures of HHAP-2 funds.

**a) Budget Changes**

- i) Changes may be made to the timing (e.g., fiscal year) of eligible use expenditures without prior approval by the Agency so long as the total expenditures (actual and projected) for each eligible use category remain the same as described in the expenditure plan approved with the Grantee's application.
- ii) Any decrease or increase to the total expenditures for any eligible use category must otherwise be approved by the Council's HHAP-2 Grant Manager or his/her designee, in writing, before the Grantee may expend HHAP-2 funds according to an alternative expenditure plan. The HHAP-2 Grant Manager will respond to Grantee with approval or denial of request. Failure to obtain written approval from the Grant Manager or his/her designee as required by this section may be considered a breach of this Agreement. A breach of this agreement may result in remedies listed within Exhibit C of this agreement.

**2) General Conditions Prior to Disbursement**

All Grantees must submit the following forms prior to HHAP-2 funds being released:

- Request for Funds Form ("RFF")
- STD 213 Standard Agreement - Two original copies of the signed STD 213 form and initialed Exhibits A through D

  
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- STD 204 Payee Data Record or Government Agency Taxpayer ID Form

### 3) **Disbursement of Funds**


HHAP-2 funds will be disbursed to the Grantee upon receipt, review and approval of the completed Standard Agreement and RFF by Agency, the Department of General Services (DGS) and the State Controller's Office (SCO).

The RFF must include the proposed eligible uses and the amount of funds proposed for expenditure under each eligible use. HHAP-2 funds will be disbursed in a single allocation via mailed check once the RFF has been received by the SCO. Checks will be mailed to the address and contact name listed on the RFF.

### 4) **Expenditure of Funds**

Specific requirements and deadlines for contractually obligating and expending awarded funds are set forth in the Homeless Housing, Assistance, and Prevention Program statutes. Health and Safety Code sections 50218.5 and 50220.5 mandate the following:

- a) Up to 5 percent of an applicant's HHAP-2 program allocation may be expended for the following uses that are intended to meet federal requirements for housing funding:
  - i) Strategic homelessness plan, as defined in Section 578.7(c) of Title 24 of the Code of Federal Regulations.
  - ii) Infrastructure development to support coordinated entry systems and Homeless Management Information Systems.
- b) The applicant shall not use more than 7 percent of a HHAP-2 program allocation for administrative costs incurred by the city, county, or Continuum of Care to administer its program allocation. For purposes of this subdivision, "administrative costs" does not include staff or other costs directly related to implementing activities funded by the program allocation.
- c) A program recipient shall use at least 8 percent of the funds allocated under this section for services for homeless youth populations.
- d) Recipients of HHAP-2 funds shall comply with Housing First as provided in Chapter 6.5 (commencing with Section 8255) of Division 8 of the Welfare and Institutions Code.
- e) Grantees that are cities or continuums of care shall contractually obligate no less than 50 percent of HHAP-2 funds by May 31, 2023. If less than 50 percent is

  
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obligated after May 31, 2023, continuums of care and cities shall not expend any remaining portion of the 50 percent of program allocations required to have been obligated unless and until both of the following occur:

- i) On or before June 30, 2023, the Grantee submits an alternative disbursement plan to HCFC that includes an explanation for the delay and a plan to fully expend these funds by December 31, 2023.
  - ii) HCFC approves the alternative disbursement plan or provides the Grantee with guidance on the revisions needed in order to approve the alternative disbursement plan.
  - iii) If the funds identified in the approved alternative disbursement plan are not fully expended by December 31, 2023, the funds shall be returned to the HCFC for a subsequent round of awards by HCFC.
- f) Grantees that are counties shall contractually obligate the full allocation (100 percent) awarded to them by May 31, 2023. Any funds that are not contractually obligated by this date shall be reverted to the Continuum of Care that serves the county. Specific to Los Angeles County, funds that are not contractually obligated by this date shall be divided proportionately using the HHAP-2 funding allocation formula among the four CoC's that serve Los Angeles County: City of Glendale CoC, City of Pasadena CoC, the City of Long Beach CoC, and the Los Angeles Homeless Services Authority.

Counties not obligating their full program allocation by May 31, 2023 are required to notify HCFC, on or before that date, of the name of the CoC(s) in which the county is served, and the amount of program funds that will be reverted to the CoC(s). By June 30, 2023, the county shall provide HCFC with evidence that the funds were transferred and submit an updated budget that clearly identifies the funds that were transferred.

- g) HHAP-2 funds shall be expended by June 30, 2026
- h) In accordance with Health and Safety Code section 50220.5, subdivision (l), HCFC retains the right to require a corrective action plan of grantees that are not on track to fully expend funds by the statutorily required deadline.
- i) Any funds not expended by June 30, 2026 shall revert to the General Fund.

#### 5) Ineligible Costs

HHAP-2 funds shall not be used for costs associated with activities in violation of any law or for any activities not consistent with the intent of the Program and the eligible uses identified in Health and Safety Code section 50220.5.

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HCFC reserves the right to request additional clarifying information to determine the reasonableness and eligibility of all uses of the funds made available by this Agreement. If the Grantee or its funded subrecipients use HHAP-2 funds to pay for ineligible activities, the Grantee shall be required to reimburse these funds to Agency.

An expenditure which is not authorized by this Agreement, or by written approval of the Grant Manager or his/her designee, or which cannot be adequately documented, shall be disallowed and must be reimbursed to Agency by the Grantee.

HCFC, at its sole and absolute discretion, shall make the final determination regarding the allowability of HHAP-2 fund expenditures.

Program funds shall not be used to supplant existing local funds for homeless housing, assistance, or prevention.

Reimbursements are not permitted in HHAP-2 for any expenditures prior to the date of execution of this Agreement.

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**Homeless Housing, Assistance, and Prevention Program Round 2 (HHAP-2)  
Standard Agreement****EXHIBIT C****GENERAL TERMS AND CONDITIONS****1) Termination and Sufficiency of Funds****a) Termination of Agreement**

Agency may terminate this Agreement at any time for cause by giving a minimum of 14 days' notice of termination, in writing, to the Grantee. Cause shall consist of violations of any conditions of this Agreement, any breach of contract as described in paragraph 6 of this Exhibit C; violation of any federal or state laws; or withdrawal of Agency's expenditure authority. Upon termination of this Agreement, unless otherwise approved in writing by Agency, any unexpended funds received by the Grantee shall be returned to Agency within 30 days of Agency's notice of termination.

**b) Sufficiency of Funds**

This Agreement is valid and enforceable only if sufficient funds are made available to Agency by legislative appropriation. In addition, this Agreement is subject to any additional restrictions, limitations or conditions, or statutes, regulations or any other laws, whether federal or those of the State of California, or of any agency, department, or any political subdivision of the federal or State of California governments, which may affect the provisions, terms or funding of this Agreement in any manner.

**2) Transfers**

Grantee may not transfer or assign by subcontract or novation, or by any other means, the rights, duties, or performance of this Agreement or any part thereof, except as allowed within Exhibit C Section 12 (Special Conditions – Grantees/SubGrantee) or with the prior written approval of HCFC and a formal amendment to this Agreement to affect such subcontract or novation.

**3) Grantee's Application for Funds**

Grantee has submitted to HCFC an application for HHAP-2 funds to support regional coordination and expand or develop local capacity to address its immediate homelessness challenges. Agency is entering into this Agreement on the basis of Grantee's facts, information, assertions and representations contained in that application. Any subsequent modifications to the original funding plans submitted within the original application must be requested through the formal HHAP Change Request Process and are subject to approval by HCFC.

  
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Grantee warrants that all information, facts, assertions and representations contained in the application and approved modifications and additions thereto are true, correct, and complete to the best of Grantee's knowledge. In the event that any part of the application and any approved modification and addition thereto is untrue, incorrect, incomplete, or misleading in such a manner that would substantially affect HCFC approval, disbursement, or monitoring of the funding and the grants or activities governed by this Agreement, then Agency may declare a breach of this Agreement and take such action or pursue such remedies as are legally available.

#### **4) Reporting/Audits**

##### **a) Annual Reports**

By January 1, 2022, and annually on that date thereafter until all funds have been expended, the Grantee shall submit an annual report to HCFC in a format provided by HCFC. Annual Reports will include a request for data on expenditures and people served with HHAP-2 funding in addition to details on specific projects selected for the use of HHAP-2 funding. If the Grantee fails to provide such documentation, HCFC may recapture any portion of the amount authorized by this Agreement with a 14-day written notification. No later than January 1, 2027, the Grantee shall submit a final report, in a format provided by HCFC, as well as a detailed explanation of all uses of the Program funds.

##### **b) Expenditure Reports**

In addition to the annual reports, HCFC requires the Grantee to submit quarterly expenditure reports due no later than 30 days following the end of each fiscal quarter. Grantee shall submit a report to HCFC on a form and method provided by HCFC that includes the ongoing tracking of the specific uses and expenditures of any program funds broken out by eligible uses listed, including the current status of those funds, as well as any additional information HCFC deems appropriate or necessary. If the Grantee fails to provide such documentation, HCFC may recapture any portion of the amount authorized by this Agreement with a 14-day written notification.

##### **c) Reporting Requirements**

i) Annual Report: The annual report shall contain detailed information in accordance with Health and Safety Code section 50222, subdivision (a). This information includes the following, as well as any additional information deemed appropriate or necessary by HCFC:

- (1) Data collection shall include, but not be limited to, information regarding individuals and families served, including demographic information, information regarding partnerships among entities or lack thereof, and participant and regional outcomes.

  
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- (2) The performance monitoring and accountability framework shall include clear metrics, which may include, but are not limited to, the following:
- (a) The number of individual exits to permanent housing, as defined by the United States Department of Housing and Urban Development, from unsheltered environments and interim housing resulting from this funding.
  - (b) Racial equity, as defined by the council in consultation with representatives of state and local agencies, service providers, the Legislature, and other stakeholders.
  - (c) Any other metrics deemed appropriate by the council and developed in coordination with representatives of state and local agencies, advocates, service providers, and the Legislature.
- (3) Data collection and reporting requirements shall support the efficient and effective administration of the program and enable the monitoring of jurisdiction performance and program outcomes.
- ii) Expenditure Report: The expenditure report shall contain data on expenditures of HHAP-2 funding including but not limited to obligated funds, expended funds, interest accrued, and other funds derived from HHAP-2 funding.
  - iii) Final Expenditure Plan: During the final fiscal year of reporting, grantees may be required to include a plan to fully expend HHAP-2 grant funding. This plan must be submitted with the quarterly expenditure report in a format to be provided by HCFC.
  - iv) HCFC may require additional supplemental reporting with written notice to the Grantee.
  - v) Grantee may, at their discretion, fully expend their HHAP-2 allocation prior to the end date of the grant term and will not be required to submit quarterly fiscal reports after the quarter in which their allocation was fully expended.
- d) **Auditing**
- Agency reserves the right to perform or cause to be performed a financial audit. At Agency request, the Grantee shall provide, at its own expense, a financial audit prepared by a certified public accountant. HHAP-2 administrative funds may be used to fund this expense. Should an audit be required, the Grantee shall adhere to the following conditions:
- i) The audit shall be performed by an independent certified public accountant.

  
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- ii) The Grantee shall notify Agency of the auditor's name and address immediately after the selection has been made. The contract for the audit shall allow access by Agency to the independent auditor's working papers.
- iii) The Grantee is responsible for the completion of audits and all costs of preparing audits.
- iv) If there are audit findings, the Grantee must submit a detailed response acceptable to Agency for each audit finding within 90 days from the date of the audit finding report.

## **5) Inspection and Retention of Records**

### **a) Record Inspection**

HCFC or its designee shall have the right to review, obtain, and copy all records and supporting documentation pertaining to performance under this Agreement. The Grantee agrees to provide HCFC, or its designee, with any relevant information requested. The Grantee agrees to give HCFC or its designee access to its premises, upon reasonable notice and during normal business hours, for the purpose of interviewing employees who might reasonably have information related to such records, and of inspecting and copying such books, records, accounts, and other materials that may be relevant to an investigation of compliance with the Homeless Housing, Assistance, and Prevention Program laws, the HHAP-2 program guidance document published on the website, and this Agreement.

In accordance with Health and Safety Code section 50220.5, subdivision (l), if upon inspection of records HCFC identifies noncompliance with grant requirements HCFC retains the right to impose a corrective action plan on the Grantee.

### **b) Record Retention**

The Grantee further agrees to retain all records described in subparagraph A for a minimum period of five (5) years after the termination of this Agreement.

If any litigation, claim, negotiation, audit, monitoring, inspection or other action has been commenced before the expiration of the required record retention period, all records must be retained until completion of the action and resolution of all issues which arise from it.

## **6) Breach and Remedies**

### **a) Breach of Agreement**

Breach of this Agreement includes, but is not limited to, the following events:

  
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- i) Grantee's failure to comply with the terms or conditions of this Agreement.
- ii) Use of, or permitting the use of, HHAP-2 funds provided under this Agreement for any ineligible activities.
- iii) Any failure to comply with the deadlines set forth in this Agreement.

**b) Remedies for Breach of Agreement**

In addition to any other remedies that may be available to Agency in law or equity for breach of this Agreement, Agency may:

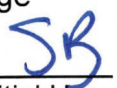
- i) Bar the Grantee from applying for future HHAP funds;
  - ii) Revoke any other existing HHAP-2 award(s) to the Grantee;
  - iii) Require the return of any unexpended HHAP-2 funds disbursed under this Agreement;
  - iv) Require repayment of HHAP-2 funds disbursed and expended under this Agreement;
  - v) Require the immediate return to Agency of all funds derived from the use of HHAP-2 funds
  - vi) Seek, in a court of competent jurisdiction, an order for specific performance of the defaulted obligation or participation in the technical assistance in accordance with HHAP-2 requirements.
- c) All remedies available to Agency are cumulative and not exclusive.
- d) Agency may give written notice to the Grantee to cure the breach or violation within a period of not less than 15 days.

**7) Waivers**

No waiver of any breach of this Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of Agency to enforce at any time the provisions of this Agreement, or to require at any time, performance by the Grantee of these provisions, shall in no way be construed to be a waiver of such provisions nor to affect the validity of this Agreement or the right of Agency to enforce these provisions.

**8) Nondiscrimination**

During the performance of this Agreement, Grantee and its subrecipients shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, gender identity, gender expression, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age

  
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(over 40), genetic information, marital status, military and veteran status, and denial of medical and family care leave or pregnancy disability leave. Grantees and Sub grantees shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subrecipients shall comply with the provisions of California's laws against discriminatory practices relating to specific groups: the California Fair Employment and Housing Act (FEHA) (Gov. Code, § 12900 et seq.); the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.); and the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code, §§ 11135 - 11139.5). Grantee and its subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

**9) Conflict of Interest**

All Grantees are subject to state and federal conflict of interest laws. For instance, Health and Safety Code section 50220.5, subdivision (i) states, " For purposes of Section 1090 of the Government Code, a representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county."

Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Additional applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411.

- a) **Current State Employees:** No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent Grantee with any State agency to provide goods or services.
- b) **Former State Employees:** For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same

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general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.

- c) Employees of the Grantee: Employees of the Grantee shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the a Political Reform Act of 1974 (Gov. Code, § 81000 et seq.).
- d) Representatives of a County: A representative of a county serving on a board, committee, or body with the primary purpose of administering funds or making funding recommendations for applications pursuant to this chapter shall have no financial interest in any contract, program, or project voted on by the board, committee, or body on the basis of the receipt of compensation for holding public office or public employment as a representative of the county.

#### **10) Drug-Free Workplace Certification**

Certification of Compliance: By signing this Agreement, Grantee hereby certifies, under penalty of perjury under the laws of State of California, that it and its subrecipients will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:

Publish a statement notifying employees and subrecipients that unlawful manufacture distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, Grantees, or subrecipients for violations, as required by Government Code section 8355, subdivision (a)(1).

- a) Establish a Drug-Free Awareness Program, as required by Government Code section 8355, subdivision (a)(2) to inform employees, Grantees, or subrecipients about all of the following:
  - i) The dangers of drug abuse in the workplace;
  - ii) Grantee's policy of maintaining a drug-free workplace;
  - iii) Any available counseling, rehabilitation, and employee assistance program; and
  - iv) Penalties that may be imposed upon employees, Grantees, and subrecipients for drug abuse violations.
- b) Provide, as required by Government Code section 8355, subdivision (a)(3), that every employee and/or subrecipient that works under this Agreement:
  - i) Will receive a copy of Grantee's drug-free policy statement, and

  
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- ii) Will agree to abide by terms of Grantee's condition of employment or subcontract.

#### **11) Child Support Compliance Act**

For any Contract Agreement in excess of \$100,000, the Grantee acknowledges in accordance with Public Contract Code 7110, that:

- a) The Grantee recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
- b) The Grantee, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

#### **12) Special Conditions – Grantees/Subgrantee**

The Grantee agrees to comply with all conditions of this Agreement including the Special Conditions set forth in Exhibit D. These conditions shall be met to the satisfaction of Agency prior to disbursement of funds. The Grantee shall ensure that all Subgrantees are made aware of and agree to comply with all the conditions of this Agreement and the applicable State requirements governing the use of HHAP-2 funds. Failure to comply with these conditions may result in termination of this Agreement.

- a) The Agreement between the Grantee and any Subgrantee shall require the Grantee and its Subgrantees, if any, to:
  - i) Perform the work in accordance with Federal, State and Local housing and building codes, as applicable.
  - ii) Maintain at least the minimum State-required worker's compensation for those employees who will perform the work or any part of it.
  - iii) Maintain, as required by law, unemployment insurance, disability insurance, and liability insurance in an amount that is reasonable to compensate any person, firm or corporation who may be injured or damaged by the Grantee or any Subgrantee in performing the Work or any part of it.
  - iv) Agree to include all the terms of this Agreement in each subcontract.

#### **13) Compliance with State and Federal Laws, Rules, Guidelines and Regulations**

  
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The Grantee agrees to comply with all state and federal laws, rules and regulations that pertain to construction, health and safety, labor, fair employment practices, environmental protection, equal opportunity, fair housing, and all other matters applicable and/or related to the HHAP-2 program, the Grantee, its subrecipients, and all eligible activities.

Grantee shall also be responsible for obtaining any and all permits, licenses, and approvals required for performing any activities under this Agreement, including those necessary to perform design, construction, or operation and maintenance of the activities. Grantee shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental protection, procurement, and safety laws, rules, regulations, and ordinances. Grantee shall provide copies of permits and approvals to HCFC upon request.

#### **14) Inspections**

- a) Grantee shall inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.
- b) HCFC reserves the right to inspect any work performed hereunder to ensure that the work is being and has been performed in accordance with the applicable federal, state and/or local requirements, and this Agreement.
- c) Grantee agrees to require that all work that is determined based on such inspections not to conform to the applicable requirements be corrected and to withhold payments to the subrecipient until it is corrected.

#### **15) Litigation**

- a) If any provision of this Agreement, or an underlying obligation, is held invalid by a court of competent jurisdiction, such invalidity, at the sole discretion of Agency, shall not affect any other provisions of this Agreement and the remainder of this Agreement shall remain in full force and effect. Therefore, the provisions of this Agreement are and shall be deemed severable.
- b) The Grantee shall notify HCFC immediately of any claim or action undertaken by or against it, which affects or may affect this Agreement or Agency, and shall take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of Agency.

  
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**Homeless Housing, Assistance, and Prevention Program Round 2 (HHAP-2)  
Standard Agreement****EXHIBIT D****SPECIAL TERMS AND CONDITIONS**

- 1) All proceeds from any interest-bearing account established by the Grantee for the deposit of HHAP-2 funds, along with any interest-bearing accounts opened by subrecipients to the Grantee for the deposit of HHAP-2 funds, must be used for HHAP-2-eligible activities and reported on as required by Agency.
- 2) Per Health and Safety Code Section 50220.5 (g), any housing-related activities funded with HHAP-2 funds, including but not limited to emergency shelter, rapid-rehousing, rental assistance, transitional housing and permanent supportive housing, must be in compliance or otherwise aligned with the core components of Housing First, as described in Welfare and Institutions Code section 8255, subdivision (b). Individuals and families assisted with these funds must not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used. In addition, HHAP-2 funding shall be used to adopt a Housing First approach within the entire local homelessness response system, including outreach and emergency shelter, short-term interventions like rapid re-housing, and longer-term interventions like supportive housing.
- 3) Grantee shall utilize its local Homeless Management Information System (HMIS) to track HHAP-2-funded projects, services, and clients served. Grantee will ensure that HMIS data are collected in accordance with applicable laws and in such a way as to identify individual projects, services, and clients that are supported by HHAP-2 funding (e.g., by creating appropriate HHAP-2-specific funding sources and project codes in HMIS).
- 4) Grantee shall participate in and provide data elements, including, but not limited to, health information, in a manner consistent with federal law, to the statewide Homeless Management Information System (known as the Homeless Data Integration System or "HDIS"), in accordance with their existing Data Use Agreement entered into with the Council, if any, and as required by Health and Safety Code section 50220.6. Any health information provided to, or maintained within, the statewide Homeless Management Information System shall not be subject to public inspection or disclosure under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code). For purposes of this paragraph, "health information" means "protected health information," as defined in Part 160.103 of Title 45 of the Code of Federal Regulations, and "medical information," as defined in subdivision (j) of Section 56.05 of the Civil Code. The Council may, as required by operational

  
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necessity, amend or modify required data elements, disclosure formats, or disclosure frequency.

- 5) Grantee shall include in their annual report and upon request from HCFC an update on progress towards meeting goals provided within Section 4: HHAP Round 2 Goals of the HHAP-2 application. Grantees will report on these goals in a manner and format provided to Grantee by HCFC.
- 6) Grantee agrees to accept technical assistance as directed by HCFC or by a contracted technical assistance provider acting on behalf of HCFC and report to HCFC on programmatic changes the grantee will make as a result of the technical assistance and in support of their grant goals.
- 7) Grantee agrees to demonstrate a commitment to racial equity and, per Section 50222 (a)(2)(B), the grantee shall use data provided through HDIS to analyze racial disproportionality in homeless populations and, in partnership with HCFC, establish clear metrics and performance monitoring for achieving equity in provision of services and outcomes for Black, Native, and Indigenous, Latinx, Asian, Pacific Islanders and other People of Color who are disproportionately impacted by homelessness and COVID-19
- 8) Grantee should establish a mechanism for people with lived experience of homelessness to have meaningful and purposeful opportunities to inform and shape all levels of planning and implementation, including through opportunities to hire people with lived experience.

  
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**Homeless Housing, Assistance, and Prevention Program Round 2 (HHAP-2)**

**Standard Agreement**

**EXHIBIT E**

**STATE OF CALIFORNIA GENERAL TERMS AND CONDITIONS**

This exhibit is incorporated by reference and made part of this agreement. The General Terms and Conditions (GTC 04/2017) can be viewed at the following link:

<https://www.dgs.ca.gov/-/media/Divisions/OLS/Resources/GTC-April-2017-FINALapril2017.pdf?la=en&hash=3A64979F777D5B9D35309433EE81969FD69052D2>

In the interpretation of this Agreement, any inconsistencies between the State of California General Terms and Conditions (GTC - 04/2017) and the terms of this Agreement and its exhibits/attachments shall be resolved in favor of this Agreement and its exhibits/attachments.

  
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**FOR ACCOUNTING USE ONLY:**

**SRF Org: 1132 Homeless Services**

**Fund: 0065**

**Subclass: 17237**

**Account: 3575 - State Other**