

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER 26XS0010	PURCHASING AUTHORITY NUMBER (If Applicable)
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Department of Veterans Affairs

CONTRACTOR NAME

County of Fresno

2. The term of this Agreement is:

START DATE

July 1, 2026

THROUGH END DATE

June 30, 2028

3. The maximum amount of this Agreement is:

\$90,000.00

Ninety Thousand Dollars and Zero 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	2
Exhibit A-1	Program Narrative	6
Exhibit B	Budget Detail and Payment Provisions	3
+ - Exhibit B-1	Budget Form/Narrative	4
+ - Exhibit C *	General Terms and Conditions (GTC 02/2025)	1*
+ - Exhibit D	Special Terms and Conditions	2

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

2281 Tulare, Room #301

CITY

Fresno

STATE

CA

ZIP

93721

PRINTED NAME OF PERSON SIGNING

Garry Bredefeld

TITLE Chairman of the Board of Supervisors
of the County of Fresno

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

California Department of Veterans Affairs

CONTRACTING AGENCY ADDRESS

1227 O Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Daisy Kaur

TITLE

Manager, Central Business Office

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM Vol. 1 4.04.A.4;
SCM Vol. 1 4.06.B

VETERAN MENTAL HEALTH OUTREACH

1. INTRODUCTION/SERVICES

- A. This is an Agreement in which the County of Fresno, hereafter referred to as the Contractor, shall provide mental health outreach services, as specified within Exhibit A-1, in accordance with the Behavioral Health Services Act, for the California Department of Veterans Affairs (CalVet).
- B. The Contractor must be able to perform the tasks associated with providing services under the scope of their license. The Contractor will provide services in accordance with federal and state laws and regulations and CalVet policies.
- C. The Contractor is not authorized to disperse or promise any services as described in the Agreement until written approval has been obtained from the CalVet Contract Manager and the Contractor has received an executed Agreement from CalVet. Any delivery or performance of service commenced prior to the Contractor obtaining all written approvals shall be considered voluntary on the part of the Contractor.

2. CONTRACTOR'S RESPONSIBILITIES

The Contractor shall provide the following services.

- A. Expand and/or enhance mental health services to include treatment and other related recovery programs to veterans currently residing in or returning to the community from their military service as they transition back to civilian life.
- B. Provide the following performance measures on a quarterly and annual basis:
 - 1. Provide eight (8) quarterly progress reports to include the following:
 - a) Performance table that includes the goal for each performance measure and the source of collecting the performance measure (See Exhibit B – Budget Detail and Payment Provisions for periodic progress report/metric due dates).
 - b) Any narrative related to Performance Assessment and Data.
 - 2. Provide a mid-program review at the end of the 1st funding year, as well as a final report at the end of the 24-month grant cycle. Both the mid-program review and final report must summarize information from the quarterly reports, describe the accomplishments of the project, and describe next steps for implementing any plans for additional work identified during the funding period.

3. INDEPENDENT CONTRACTOR STATUS

- A. The Contractor shall be considered "Independent Contractors" in relation to CalVet and the State. Therefore, the Contractor shall not be considered an employee(s) of CalVet and shall not be entitled to any employee benefits from CalVet or the State, including, but not limited to, the following:
 - 1. Premium Pay, Overtime Pay, or Holiday Pay,
 - 2. Medical Insurance,
 - 3. Vacation or Sick Leave,
 - 4. Worker's Compensation, and
 - 5. Other employee benefits.

4. **CONTACT INFORMATION**

A. The Contract representatives during the term of this Agreement will be:

1. **CalVet Home Representative:**

Veterans Services- Headquarters
Phillip Leggett, Mental Health Coordinator
1227 O Street
Sacramento, CA. 95814
Phone: (916) 503-8327
Email: phillip.leggett@calvet.ca.gov

2. **Contractor Representative:**

County of Fresno
Kyle Pennington
1320 E. Shaw Ave Ste #105
Fresno, CA 93710
Phone: 559-600-5436
Email Address: kpennington@fresnocountyca.gov

B. Contract Representatives, addresses, and phone/fax numbers may be changed by issuing a twenty (20)-day prior written notification and shall not require a formal amendment to this Agreement. The notifying party shall provide complete contact information for the replacement Contract Representative, including name, title, mailing address, phone/fax numbers, and email address.

All other changes require a formal written amendment to this Agreement.

Appendix A – Program Narrative

Program Narrative

<p style="text-align: center;">Fresno Veterans Service Office Program Narrative</p>
<p>Section A: Statement of Need</p>
<p>Fresno County, one of California's largest and most diverse counties, boasts an estimated population of 1,028,351, including around 50,000 veterans and 4,500 National Guard and Reserve members, as reported by the California Department of Finance. Prioritizing veteran services, the County's Veterans Service Office (CVSO), led by Kyle Pennington, connected approximately 2,000 veterans to Behavioral health support during FY 2024-2025, including 150 women.</p> <p>The CVSO team is dedicated to identifying and aiding veterans, newly discharged service members, and retirees in need of Behavioral health services (BHS). They focus on high-risk individuals, offering comprehensive assistance with claims and benefits. The team educates veterans about available services and conducts screenings for conditions like Post-Traumatic Stress Disorder (PTSD), Military Sexual Trauma (MST), and Traumatic Brain Injury (TBI), referring them to appropriate agencies like local Vet Centers or Veterans Affairs Medical Centers (VA Hospitals).</p> <p>Spanning over 6,000 square miles and encompassing 15 towns/cities, the CVSO prioritizes outreach, ensuring access to services even in remote areas. The team actively participates in events like Yellow Ribbon, Stand Downs, The Women Veteran Stand Up, and various fairs and briefings to raise service awareness. The CVSO's proximity to the Fresno Vet Center facilitates collaboration in supporting veterans with Behavioral health issues.</p> <p>Collaborations extend to professionals like Susan Basmajian, Fresno's Veterans Justice Outreach (VJO) specialist, working to prevent the criminalization of veterans due to Behavioral illness and aiding in securing necessary Behavioral health support. The CVSO continually seeks partnerships with agencies capable of providing additional veteran services such as Adult Protective Services (APS), In-Home Supportive Services (IHSS) and Fresno-Madera Agency on Aging (FMAAA) to serve aging and homeless veterans.</p> <p>The CVSO, along with the Cal Vet Local Interagency Network Coordinator and VA Central California Health Care system professionals, has identified key barriers to accessing veteran services, such as stigma and legal or career concerns. The CVSO and its Veteran Service Representatives (VSR) focus on building trust with veterans, encouraging open communication and facilitating access to needed help.</p>
<p>Section B: Proposed Service/Project</p>

Project Goal: County Veteran Service Officer (CVSO) and their team aim to efficiently identify and refer veterans and service members requiring Behavioral health services (BHS) to appropriate agencies. The team will focus on facilitating access to aid for high-risk veterans, assisting with claim-related barriers, and guiding them through the process of securing necessary services for a successful transition to civilian life.

Project Objectives: To be achieved by June 30, 2027, the CVSO and team will:

- Conduct 600 in-house screenings to effectively refer veterans to Behavioral and physical healthcare providers, specifically targeting serious Behavioral health conditions.
- Provide 400 outreach referrals for veterans needing BHS.
- Implement a Referral Screening Tracking system to log details such as date, client name, case number, screening outcomes (PTSD/MST, TBI), and referral destinations.
- Assist 300 veterans and their families with Service-Related Disability Compensation claims and Non-Service-Related Disability Pensions pertaining to Behavioral health issues.
- Participate in various outreach events (300) across the county, such as:
 - Three Yellow Ribbon Reintegration Program events.
 - Two Stand Downs, collaborating with The Fresno County Misdemeanor Court to address veterans' misdemeanors and traffic cases.
 - The Central Valley Women's Stand Up for approximately 100 women veterans, focusing on MST issues.
 - Three Strategic Hiring Events aiming for a 50% job placement rate for veterans.
 - Six events focused on National Guard and Reserve Servicemembers.
 - Six Homeless Veterans Program presentations.
- Collaborate with Organizations such as PFALG Fresno, LGTBQ Network, Central Valley Veterans and Beyond the Barracks in outreach for the LGBTQ+ veteran community.
- Collaboration with Fresno-Madera Agency on Aging (FMAAA) to assist veterans with aging services and assisted living support.
- Provide outreach to senior veterans including veterans in licensed Residential Care Facilities.
- Collaborate with the Transition Goals, Plans, Success (TGPS) program to empower retiring service members and their families with skills and confidence for civilian reintegration, including attending Muster and Retirement/Separation Briefings at local bases.
- Collaborate with Kings View and Resiliency Center in connecting veterans and their family members with no cost outpatient psychotherapy.
- Monthly partnership visits to local colleges for presentations and support to student veterans using Military Education Benefits, offering screening, referrals, and claim assistance.
- Work with the Veteran Justice Outreach (VJO) to assist 30 veterans in avoiding criminalization due to Behavioral illness and refer those in need to the Fresno Veteran Treatment Court.
- Support the verification of 50 MIL100 forms in collaboration with the VJO.
- Partner with the Vet Center and Central California Legal Services (CCLS) to offer bimonthly pro bono legal aid at Vet Centers, addressing issues like housing including protection against eviction, employment, discharge upgrades, criminal, consumer, civil law and

immigration/naturalization services. Transition eligible veterans from Medi-Cal to the VA medical system for Behavioral health care.

- Provide feedback to CalVet on healthcare access, customer and clinician satisfaction, efficiency, and quality.
- Foster collaborations with Behavioral health agencies for veteran Behavioral health assessment days.
- Build trusting relationships with veterans to create a safe environment for open communication, aiming to de-stigmatize Behavioral health support and emphasize its importance in successful civilian reintegration.
- Collaborate with Fresno County Department of Social Services Divisions:
 - Housing Support through programs such as Housing and Disability Advocacy (HDAP), West Care and Fresno Madera Continuum of Care (FMCOC) when other Housing Support is not available.
 - Medi-Cal eligibility staff for additional medical services and eligibility to IHSS.
 - CalFresh eligibility staff for those who are food insecure.
 - CalWORKs eligibility staff for families while VA benefits are pending.
 - Adult Protective Services to support elderly veterans that may be in abuse or self-neglect situations, some that may have BH related issues or be homeless.

In-Home Supportive Services to support elderly veterans with home health care assistance to support elderly veterans.

Section C: Proposed Implementation Approach

Experience and Anticipated Impact

Transitioning from military to civilian life poses significant challenges. Reconnecting with family and readjusting to civilian life, compounded by job searches or injury recovery, can hinder veterans from seeking Behavioral Health Services (BHS). The Fresno County Veterans Service Office (CVSO) leverages its extensive experience in aiding veterans and their families in Fresno County. The CVSO team conducts Behavioral health outreach, guiding veterans towards necessary care. The outreach goals detailed in Section B will yield impactful results, which will cause an increase in veterans receiving essential help. This assistance helps prevent homelessness, potentially reduces crime, facilitates overcoming employment barriers, and promotes healthier lifestyles. Through proactive engagement at events, the CVSO team reaches veterans and conduct Behavioral health outreach to those who might not otherwise access their services, linking them to vital resources for a smoother transition. In this manner, VSO is increasing access to several services to the veteran community through referrals, screenings, which can connect to treatment, housing, BH linkage, referrals to homeless services and linking aging veterans to APS when needed.

The CVSO team actively participates in various outreach events, leading to numerous veterans requesting follow-up meetings. In these sessions, the team assesses for potential PTSD, Military

Sexual Trauma (MST), or Traumatic Brain Injury (TBI). They also direct homeless veterans to the Fresno VA Hospital for immediate services and refer combat veterans with Behavioral health issues to the local Vet Center. VA Behavioral health regulations enable the CVSO to assist every veteran, regardless of their discharge status which increases the eligible veteran population to services. The CVSO team will also refer veterans to additional service to aid in stabilization based on their needs. Services include connections to APS, IHSS and homeless programs such as HDAP, West Care and FMCOG. Veterans will also be aided with obtaining services for Medi-Cal and CalFresh to provide basic medical care and food, as well as CalWORKs for families without a source of income.

Number of Participants

The program aims to provide BHS referrals to approximately 600 unique clients. This includes assisting approximately 30 incarcerated veterans in avoiding criminalization due to Behavioral health issues. The CVSO collaborates with local military bases to offer early assistance to 4,500 active members transitioning to civilian life. The CVSO also collaborates with Residential Care Facilities to assist senior veterans in obtaining Behavioral health services.

Organization Partnerships

The CVSO has established strong partnerships with the Vet Center and the Fresno VA hospital, facilitating a comprehensive range of services, including counseling, legal aid, and assistance in applying for benefits. The collaboration with Central California Legal Services (CCLS) at the Vet Center provides pro bono legal services to veterans. Additionally, the CVSO works with the Veteran Justice Outreach (VJO) specialist to support incarcerated veterans and conducts educational outreach at California State University of Fresno and local community colleges.

The CVSO also partners with San Joaquin Valley Veterans (SJVV) and Central Valley Veterans (CVV) to offer a range of services, from transitional housing to assistance with everyday needs. These partnerships enhance the CVSO's ability to address various veteran needs, from Behavioral health to practical support.

The CVSO has established a strong relationship with the Clovis Veterans Memorial District which has resulted in various events that present excellent outreach opportunities and has resulted in Hiring Events leading to employment opportunities for Veterans.

The CVSO also works with Fresno County Department of Social Services with the Adult Services peers in APS and IHSS that provide elderly resources to aging veterans. CVSO also has access to eligibility staff to connect food insecure veterans to CalFresh food benefits and Medi-Cal. If a veteran has minor dependent children in their custody, VSO can connect these families to CalWORKs for cash assistance, job training, childcare, housing support and other services.

Potential Barriers

A major challenge is the lack of awareness among veterans about available services. To address this, the CVSO focuses on education and outreach before and after retirement. The team is trained to expertly navigate and refer veterans to appropriate resources, overcoming potential barriers through trust and support.

Due to the size of our region, the number of rural cities with limited transportation options and the high poverty rate result in limited access to information and services which includes veterans living in rural communities. This barrier to access is why funding for outreach is so crucial for veteran access to services, poverty also contributes to poor health, including BH and homelessness. The CVSO provides employment and education service referrals to provide better opportunities for the veteran community.

Behavioral Health Service Future Plan

Post-funding, the CVSO will maintain its outreach efforts and continue developing new partnerships to offer comprehensive BHS. This proactive, comprehensive approach underscores the CVSO's commitment to effectively transitioning veterans into civilian life, addressing Behavioral health and practical needs through robust partnerships and community engagement.

Section D: Performance Assessment and Data

The CVSO will use multiple methods to track BHS provided to veterans using logs and VetPro. The CVSO and Staff will utilize a referral tracker and update on a weekly basis, all incoming and outgoing referrals, describing the actions taken. The goal is to inform and assist veterans in getting the services they need, which will be tracked using event logs and referral screening logs.

Event Log

The CVSO team will attend a minimum of 300 outreach events annually, providing presentations to veterans and service members transitioning back to civilian life. These events will inform attendees about available services and assist with service and claim access. Each event will be documented in a log, recording details such as date, event title, type, participant count, attending CVSO staff, and duration. This log aims to track the reach of the outreach efforts, with a goal of engaging 400 veterans/service members. The CVSO will use this data to evaluate events effectiveness, particularly for Behavioral health assessments, and make necessary adjustments in collaboration with partners to identify outreach events with the most return on investment. If this grant is awarded, the log will also report on hours and costs associated with these outreach events.

Referral Screening

Health care service referrals, including BHS (e.g., PTSD, MST, and TBI), will be tracked using the VetPro system. Additionally, a referral screening log will be maintained for each veteran/service member referred to BHS. This log will include details such as date, veteran's name, last four digits of their Social Security Number, service branch, screening type

(PTSD/MST/TBI), and referral details. This log aims to track progress towards the goal of 600 screenings, helping the CVSO evaluate and improve outreach and screening processes. Grant funding, if received, will be used to report on the time and cost involved in these screenings.

VetPro

VetPro is a case management, claim creation, and submission software for Veteran Service Officers. VetPro can streamline and standardize veteran tracking, allowing for the collection of electronic signatures and submissions. The CVSO will assist 300 veterans and their families in filing Service-Related Disability Compensation claims and Non-Service-Related Disability Pensions related to PTSD through VetPro. An ad-hoc report from VetPro will provide data on the number of PTSD claims filed over a specified period. Additionally, the CVSO, in collaboration with the VJO, will support 30 veterans in avoiding criminalization due to Behavioral illness and assist in BHS claims and MIL100 form verification. VetPro will track and report on the number of incarcerated veterans and the status of their MIL100 forms.

Financial System

Cost tracking for the CVSO will be managed through Fresno County's PeopleSoft Financial System. Administrative staff will use quarterly labor distribution data to calculate the CVSO's hourly rate for event and referral participation. Travel and supply expenses will be tracked using specific cost account types. Performance metrics are listed in Appendix A and data logs for tracking are listed in Attachment A.

1. STANDARD BUDGET DETAIL AND PAYMENT PROVISIONS

A. Invoicing and Payment

1. For services satisfactorily rendered, and upon receipt and approval of the invoices, the CalVet agrees to compensate Contractor for services rendered in accordance with the rate specified in Exhibit B-1-Budget Form/Narrative.
 - a) Total cost of the contract is \$90,000.00.
 - b) The first quarterly payment shall be made upon approval of the contract in the amount of \$11,250.00, the remaining seven (7) payments shall be made upon receipt of quarterly invoices by the CalVet Contract Manager.
 - c) Quarterly invoices shall be submitted no later than the following dates:

	FY26/27 starts July 1, 2026
1 st Quarter Invoice and Metrics (07/01/2026 – 9/30/2026)	Due October 31, 2026
2 nd Quarter Invoice and Metrics (10/01/2026 – 12/31/26)	Due January 30, 2027
3 rd Quarter Invoice and Metrics (01/01/2027 – 03/31/2027)	Due April 28, 2027
4 th Qtr. Invoice and Metrics Annual Progress Reports (04/01/27 – 06/30/27)	Due July 31, 2027 The mid-program report must summarize information from the quarterly reports, describe the accomplishments of the project, and describe next steps for implementing any plans for additional work identified during the funding period (mid-program reports are due with 4 th Quarter invoices and metrics.)

	FY27/28 starts July 1, 2027
1 st Quarter Invoice and Metrics (07/01/2027 – 9/30/2027)	Due October 31, 2027
2 nd Quarter Invoice and Metrics (10/01/2027 – 12/31/27)	Due January 30, 2028
3 rd Quarter Invoice and Metrics (01/01/2028 – 03/31/2028)	Due April 28, 2028
4 th Qtr. Invoice and Metrics Annual Progress Reports (04/01/28 – 06/30/28)	Due July 31, 2028 The final report must summarize information from the quarterly reports, describe the accomplishments of the project, and describe next steps for implementing any plans for additional work identified during the funding period (Annual Progress Reports are due with 4 th Quarter invoices and metrics.)

2. Quarterly payments shall only be approved upon quarterly invoices that shall include the Agreement Number, County name, address and telephone number. Quarterly invoices shall also be accompanied by the quarterly reports identified in Exhibit A – Scope of Work, and shall be submitted in duplicate not more frequently than listed above to:
3. Invoices shall include the Agreement Number and shall be submitted in not more frequently than monthly in arrears to:

Original Invoice	Approval Copy
Department of Veterans Affairs CalVet Accounting Office 1227 O Street, Room 402 Sacramento, CA 95814	Department of Veterans Affairs Attn: Phillip Leggett 1227 O Street Sacramento, CA 95814

B. Budget Contingency Clause

1. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further form and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
2. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an Agreement amendment to Contractor to reflect the reduced amount.

C. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, Government Code, Chapter 4.5, commencing with Section 927.

2. SPECIAL BUDGET DETAIL AND PAYMENT PROVISIONS

A. Submissions of Invoices/Claims

1. All invoices/claims must be completed thoroughly and legibly, with all applicable fields completed. Invoices/claims that are submitted to the appropriate location but have been altered, or are inaccurate, or do not provide all necessary information will not be accepted and will be returned to the Contractor for correction.
2. Any changes to this provision relating to the invoice/claim submittal process, including but not limited to an address, form, or process change, shall be an administrative change managed through the appropriate designated CalVet office and shall not require a contract amendment.
3. Invoices/claims submitted shall include the following information in order to be considered complete and acceptable for processing, or the invoice/claim will be returned:
 - a) Contractor's Company name
 - b) Contractor's Company address, phone number and e-mail
 - c) Date of invoice/claim
 - d) Invoice/claim number
 - e) CalVet location where services were performed
 - f) Agreement Number
 - g) Date(s) of Service
 - h) Total dollar amount being billed
 - i) First and Last name of Contractor or Provider performing services, if applicable
 - j) Contractor's or Provider's Classification, whichever is applicable
 - k) When applicable, contractors shall include the following information on the invoice/claim submitted for hourly reimbursement:
 1. Hourly Rate
 2. Time in and time out
 3. Total hours worked
 4. Any other information or documentation reasonably required to verify and substantiate the provision of services and the charges for such services.

BUDGET FORM/NARRATIVE

The Budget Form/Narrative may not represent the actual dollar amount allotted for this Agreement. The Budget Form is the Contractor’s response to Program’s Request for Application and shall be attached as a reference for Contractor’s proposal of how expenses will be addressed as part of this agreement.

Appendix B – Budget Form

Fresno County Veterans Service Office				
Veterans Outreach Proposition 1				
Budget Form				
A. Personnel				
Position	Hourly Wage	Hrs/Mo Spent on Program	Mo/Yr Spent on Program	Cost
Veterans Service Representative (VSR)	\$26.68	120	12	\$38,419.20
			Total	\$38,419.20
B. Fringe Benefits				
Component	Rate	Annual Wage		Cost
SDI (VSR)	8.80%	\$38,419.20		\$3,380.89
UIB & WC (VSR)	0.12%	\$38,419.20		\$46.10
Retirement (VSR)	49.52%	\$38,419.20		\$19,025.19
Health/life (VSR)	21.76%	\$38,419.20		\$8,360.02
		Total		\$30,812.20
C. Travel				
Location	Purpose	Rate (Mileage Only)		Cost
Various Outreach Locations	Outreach	\$0.70		\$6,403.89
Various Collaborative Events	Collaborative	\$0.70		\$3,201.94
		Total		\$9,605.83

D. Supplies			
Items	Rate (Cost x Months)		Cost
Printed Outreach Materials	\$30*12		\$360
Outreach and engagement materials	\$141*12		\$1,692
	Total		\$2,052.00
E. Contracting			
Name	Service	Rate (Cost/Individual x Individual x Days)	Cost
N/A			
		Total	
F. Other			
Item	Rate		Cost
N/A			
	Total		
Totals			
Section A: Personnel	\$38,419.20	Section D: Supplies	\$2,052.00
Section B: Fringe Benefits	\$30,812.20	Section E: Contracting	\$0.00
Section C: Travel	\$9,605.83	Section F: Other	\$0.00
		Total Requesting	\$80,889.23

Appendix C – Budget Narrative

Fresno County Veterans Service Office Veterans Outreach Proposition 1 Budget Narrative
Section A: Personnel
<p>The VSRs (Rebecca Hawkins, Theresa Reese, Aimee Taylor, Eric Ornelas, David Flores, and one vacancy to be fill in 2026) are involved in outreach hours totaling 1,440.</p> <p>Details: These hours include:</p> <ul style="list-style-type: none">• 792 hours of outreach at events like Yellow Ribbon, Reintegration Program, Stand Downs, Job Fairs, Muster Briefings, Retirement Briefings, local college and homeless veterans program presentations, and National Guard Reserve Armories events.• 476 hours for one-on-one follow-ups with veterans.• 172 hours for preparation and planning.
Section B: Fringe Benefits
<p>The benefits for the VSRs for the 1,440 outreach hours.</p> <ul style="list-style-type: none">• Benefits include Retirement, Unemployment and State Disability Insurance, Workers' Compensation, Life and Health Insurance, and Administrative Benefits. These are calculated based on Fresno County's benefit rates for the fiscal year 2025-26.
Section C: Travel
<p>Travel is necessary as events are located outside the Veterans Service Office.</p> <ul style="list-style-type: none">• Costs include mileage (at Fresno County's current rate) for the VSR's to attend approximately 300 outreach events, including those mentioned in Section B.
Section D: Supplies
<p>Supply costs include materials for Behavioral health outreach.</p> <ul style="list-style-type: none">• Details: This involves supplies for VSR staff (pens, ink, paper, ect), and printed materials staff will use at outreach booths so veterans can see who we are. Other outreach and engagement materials will be designed to inform, educate, and connect eligible individuals to BHSA-funded Behavioral health services. Costs are calculated based on the average of actuals, with 60% of office supplies dedicated to Behavioral health outreach and collaborative events, and 100% of the costs for all other Marketing tools allocated to Behavioral health outreach.
Section E: Contracting
N/A

Section F: Other
N/A

1. **General Terms and Conditions**

A. General Terms and Conditions (GTCs)

The (GTCs) are hereby incorporated by reference and made part of this agreement as if attached. hereto. These documents may also be viewed at the California Department of General Services website: <https://www.dgs.ca.gov/-/media/Divisions/OLS/Resources/GTC-Updates/GTC-225-February-2025.pdf>

1. CANCELLATION/TERMINATION:

- A. This agreement may be cancelled or terminated without cause by either party by giving thirty (30) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and / or payment / invoicing instructions / requirements.
- B. Upon notice of termination or cancellation, CalVet shall take immediate steps to stop performance and cancel or reduce subsequent contract costs.

2. RESOLUTION OF DISPUTES:

- A. The Contractor may dispute and appeal a decision or action by the State arising out of the Interpretation or administration of this Contract. A written dispute notice shall be submitted to the Contract Manager within thirty (30) calendar days from the date the Contractor receives notice of the decision or action in dispute.

The Contractor's dispute notice shall state the following, based on the most accurate information available to the Contractor:

- 1) That it is a dispute pursuant to this Section.
 - 2) The date, nature, and circumstances of the conduct, which is the subject of dispute.
 - 3) The names, telephone numbers, function, and activity of each contractor, subcontractor, State official, or employee involved in or knowledgeable about the conduct.
 - 4) The identification of any documents and the substance of any oral communications involved in the conduct. Copies of all identified documents shall be attached.
 - 5) The reason why the Contractor is disputing the conduct.
 - 6) The cost impact to the Contractor directly attributable to the alleged conduct, if any.
 - 7) The Contractor's desired remedy.
- B. The State and the Contractor agree to try to resolve all contractual issues by negotiation and mutual agreement at the Contract Manager level. The parties recognize that the implementation of this policy depends on open-mindedness, and the need for both sides to present adequate supporting information on matters in question. The Contract Manager, in a written decision stating the factual basis for the decision, will decide any disputes concerning performance of this Contract. Before issuance of the Contract Manager's decision, informal discussions between the parties by the individuals who have not participated substantially in the matter in dispute will be considered by the parties in efforts to reach mutual agreement.
 - C. The Contract Manager will render a decision or request additional substantiating documentation from the Contractor within thirty (30) days of receipt of the Contractor's appeal. A copy of the decision will be provided to the Contractor. The decision shall be final and conclusive unless, within thirty (30) days from the date of the decision, the Contractor files a written appeal addressed to the Undersecretary, California Department of Veterans Affairs.
 - D. The Undersecretary's decision shall be final and conclusive unless the decision is arbitrary, capricious, grossly erroneous or if any determination of fact is unsupported by substantiating evidence. The Undersecretary's decision will be in writing and may encompass facts, interpretations of the Contract, and determination or application of law. The Contractor may, prior to the Undersecretary's decision, present oral or documentary evidence, and arguments in support of the Contractor's appeal. The decision will either:
 - 1) Find in favor of the Contractor, in which case the Undersecretary may:
 - a. Countermand the earlier conduct which caused the Contractor to file a dispute; or
 - b. Reaffirm the conduct and, if there is a cost impact sufficient to constitute a change in obligations pursuant to the payment provisions, direct the State to comply with that Section.
 - 2) Deny the Contractor's dispute and, where necessary, direct the manner of future performance; or

3) Request additional substantiating documentation in the event the information in the Contractor's dispute or appeal is inadequate to permit a decision to be made under paragraphs (1) or (2) above, advise the Contractor as to what additional information is required, and establish how that information will be furnished. The Contractor shall have thirty (30) days to respond to the Undersecretary's request for further information. Upon receipt of this additional requested information, the Undersecretary will have thirty (30) days to respond with a decision. Failure to supply additional information required by the Undersecretary within the time period specified above shall constitute waiver by the Contractor of all claims.

E. Attorney's fees and costs for any dispute or subsequent trial shall be borne by the respective parties. Both parties waive trial by jury, and any trial in superior or municipal court shall be by a judge alone. Any litigation arising out of this Contract shall be conducted in a California Court pursuant to California law.

F. Contractor shall continue with the responsibilities under this Contract during any dispute.

3. INSURANCE REQUIREMENTS

Both parties will indemnify and hold harmless the other, its officers, agents, and employees from any and all claims or demands of liability caused by the indemnifying party during or after completion of the project, which is the subject of this agreement.

4. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) STANDARDS FOR PRIVACY OF INDIVIDUALLY IDENTIFIABLE HEALTH INFORMATION:

For the purpose of this contract, contractor shall comply with the federal Health Insurance Portability and Accountability Act (HIPAA), as well as State and Federal requirements for privacy protection. The definitions and obligations required by the HIPAA Standards for Privacy of Individually Identified Health Information (U.S.C. 1320d et seq.), and implementing regulations including but not limited to 45 Code of Federal Regulations parts 142, 160, 162, and 164, hereinafter referred to as the Privacy Rule, remain enforce and applicable for access to protected health information, including electronic protected health information.

FOR ACCOUNTING USE ONLY:

ORG No.: 1125
Account No.: 4425
Subclass: 17230
Fund: 0065