

**SECOND AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
COMMUNITY OVERCOMING RELATIONSHIP ABUSE**

THIS SECOND AMENDMENT TO THE AGREEMENT (the "Agreement"), entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Community Overcoming Relationship Abuse, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for domestic violence prevention and intervention services on May 19, 2015 in an amount not to exceed \$180,000 for the term of July 1, 2015 through June 30, 2017; and

WHEREAS, on August 17, 2015, the parties amended the agreement to add \$24,943 in General Offset Funds for FY 2015-16; and

WHEREAS, the parties wish to further amend the agreement to add funds in the amount of \$30,000 to support Emergency Shelter Program operations for a new obligation not to exceed \$234,943.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 1. Exhibits and Attachments of the agreement is amended to read as follows:

Exhibit A—Services

Exhibit A1 (revised 9/6/16)—Emergency Shelter Services

Exhibit B—Payments and Rates

Exhibit B1 (revised 9/6/16)—Emergency Shelter Services (CDBG/General Fund Offset)

Attachment I—§ 504 Compliance

Attachment J—Contractor's Declaration Form

Attachment K—Fingerprinting Certification Form

Attachment L—Child Abuse Prevention and Reporting

2. Section 2. Services to be performed by Contractor of the agreement is amended to read as follows:

In consideration of the payments set forth herein and in Exhibits B and B1 (revised 9/6/16), Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth herein and in Exhibits A and A1 (revised 9/6/16).

3. **Section 3. Payments** of the agreement is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth herein and in Exhibits A and A1 (revised 9/6/16), County shall make payment to Contractor based on the rates and in the manner specified in Exhibits B and B1 (revised 9/6/16). County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed **TWO HUNDRED THIRTY FOUR THOUSAND NINE HUNDRED FORTY THREE DOLLARS (\$234,943)**.

4. Exhibit A1 (revised 9/6/16) replaces Exhibit A1 in its entirety and is hereby added and attached hereto.
5. Exhibit B1 (revised 9/6/16) replaces Exhibit B1 in its entirety and is hereby added and attached hereto.
6. All other terms and conditions of the agreement dated May 19, 2015 between County and Contractor and all subsequent amendments shall remain in full force and effect.
7. This amendment constitutes the entire understanding of the parties hereto with respect to matters herein and correctly states the rights, duties, and obligations of each party as of this document's date. Any understandings, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications of this amendment or the agreement shall not be effective unless set forth in writing and executed by both parties.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives,
have affixed their hands.

COUNTY OF SAN MATEO

By: _____
President, Board of Supervisors, San Mateo County

Date: _____

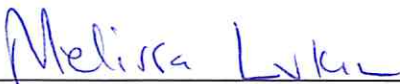
ATTEST:

By: _____
Clerk of Said Board

COMMUNITY OVERCOMING RELATIONSHIP ABUSE



Contractor's Signature



Contractor's Printed Name

Date: 8/12/16

Exhibit A1 (revised 9/6/16):
Program/Project Description
Community Overcoming Relationship Abuse (CORA)
Emergency Shelter Services
August 1, 2016 – June 30, 2017

In consideration of the payments set forth in Exhibit B1 (revised 9/6/16), Contractor shall provide the following services with the safe houses (emergency shelters):

A. Purpose

Contractor is receiving funding for its safe houses (emergency shelters) providing victims of domestic violence and their children with a confidential and safe living environment for up to six months.

CORA's safe houses (emergency shelters) are part of the agency's overall effort to progressively engage clients at risk of homelessness. CORA provides customized levels of assistance that preserve the most expensive interventions for households with the most severe barriers to housing.

B. Services to be Provided

Funds will support CORA's client advocates who provide clients at the safe houses (emergency shelters) with the support and opportunities they need to set and attain their goals. A primary goal of safe house staff is to help clients build into their lives safety and self-sufficiency so they are less likely to need emergency services. Toward this end, staff use a trauma-informed model of service, which means incorporating an understanding of the impact of trauma into all aspects of service. Using a trauma-informed approach provides a proven framework for assisting survivors in strengthening their own psychological capacities so they can rebuild their lives.

C. Performance Measures

Measure	FY 16-17 Target
Number of unique clients served by CORA	114
Percent of clients served by CORA safe houses who will demonstrate an increase in self-sufficiency, improving client's ability to re-build a life free from abuse	80%
Percent of clients served by CORA safe houses who will exit with safety plans so they know how to keep themselves and their families safe	90%
Percent of clients served by CORA safe houses who will complete the safe house program and transfer to safe, alternative housing	80%

Percent of clients who exit to permanent housing	45%
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D. Other Contractor Responsibilities

- Provide services that are culturally appropriate to the populations served. Staff will be provided with training and orientation.
- Provide services that are considered low barrier, meaning that participants are not screened out based on having too little or no income, having an active or history of substance abuse, and/or having a criminal record with exceptions for state-mandated restrictions.
- Set forth clearly written eligibility and admission policies, waiting-list procedures, and grievance policies available for clients at all of the shelters.
- Maintain timely, accurate client records of all clients served.
- Report all critical incidents within 24 hours to County: death, homicide, suicide or suicide attempt, and assault (to client or staff).
- Participate in County's homeless system redesign and in the Coordinated Entry Systems.
- Participate in point-in-time counts and surveys.

E. Reporting Requirements

- Submit quarterly reports to the Center on Homelessness within 20 days of the end of the quarter. Quarterly reports will include:
 - Invoice, with appropriate back-up documentation including timesheets, receipts, etc.
 - Performance measure report
 - Narrative detailing highlights/activities of funded programs
- Submit annual program report within 20 days of the end of the fiscal year. Annual program report will provide year-end results for the performance measures and will include a narrative describing how performance measures were achieved and/or challenges achieving the outcomes.
- HSA staff may request additional information or data to gain additional information on services, needs, and outcomes.
- Contractor shall submit all quarterly reports to County of San Mateo, Human Services Agency, Center on Homelessness, Brian Eggers, 1 Davis Drive - Belmont, CA 94002. Phone – (650) 802-5083. Email – BEggers@smcgov.org

Exhibit B1 (revised 9/6/16):
Method and Rate of Payment
Community Overcoming Relationship Abuse (CORA)
Emergency Shelter Services (CDBG/General Fund Offset)

In full consideration of the services provided by Contractor in Exhibit A1 (revised 9/16/16), County shall pay Contractor based on the following pay for performance fee schedule.

A. General Payment Terms:

a. Right of County to Request Additional Services:

County may request additional related services under this agreement and adjust program rates for the programs described within this agreement to accommodate the addition of services as agreed upon by both parties as long as it does not exceed the total agreement obligation and is not restricted by any grant or specific funding agreements.

b. Financial Reporting and Invoicing:

Contractor shall provide a budget summarizing how the funds will be spent.

Contractor shall provide HSA with annual audited financial statements in accordance with generally accepted government auditing standards annually within nine months after the fiscal year end.

B. Payment Schedule

FY 15-16

Contractor received \$24,943 in CDBG Offset Funds.

FY 16-17

Payments to Contractor August 1, 2016 – June 30, 2017 shall not exceed \$30,000 in General Offset Funds. Contractor shall submit invoices within 20 days of the end of the quarter (except the 4th quarter when the invoice will be due by July 1, 2017), and County shall pay the invoices within 30 business days following receipt of invoices and required reports as described.

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Due Date	October 20, 2016	January 20, 2017	April 20, 2017	July 1, 2017
Amount	\$7,500	\$7,500	\$7,500	\$7,500

C. Invoicing and Report submission

Contractor shall submit all invoices along with required quarterly reports to County of San Mateo, Human Services Agency, Center on Homelessness, Brian Eggers, 1 Davis Drive - Belmont, CA 94002. Phone – (650) 802-5083. Email – BEggers@smcgov.org

D. Total Agreement Obligation

The total obligation for emergency shelter services under this agreement shall not exceed \$54,943 (CDBG/General Offset Funds). County shall pay Contractor based on the deliverables in the tables above. County shall have the option to adjust deliverables and funds across the project to ensure the success of overall services.