

COUNTY OF MONTEREY

AMENDMENT #1 to Agreement # 501-CAP20HAH

HARMONY AT HOME

This Amendment is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and **Harmony at Home** (hereinafter, "CONTRACTOR").

This amendment modifies the agreement between parties for **counseling services and parenting workshops for low-income children and families living in Monterey County.**

Whereas, the original agreement was executed on December 27, 2019 in the amount of \$40,000 to provide the above services with Community Service Block Grant (CSBG) funding for January 1, 2020 through December 31, 2020;

Whereas, Amendment #1 adds \$24,000 in 2020-21 Coronavirus Act Relief Emergency Services (CARES) - CSBG grant funding for COVID-19 response which may utilize funds from July 1, 2020 thru December 31, 2021;

Whereas Amendment #1 adds an additional \$40,000 in 2021 CSBG Funds that is effective January 1, 2021 for a total contract amount of \$104,000 and extends the term through December 31, 2021.

Now Therefore the parties hereby agree to amend the Original Agreement as follows:

1. Section 1.0 GENERAL DESCRIPTION of the Original Agreement is amended to read as follows:

1.01 The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit AA**, in conformity with the terms of this Agreement. The services are generally described as follows: **CONTRACTOR shall provide Health and Social/Behavioral Development” services for low-income youth and families in the Greenfield region and support our most vulnerable children, youth and families throughout Monterey County with additional social and emotional support services in response to Covid-19 and Shelter-in-place orders.**

2. Section 2.0 PAYMENT PROVISIONS of the Original Agreement is amended to read as follows:

2.01 COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit AA**, subject to the limitations set forth in this Agreement. The total amount payable by COUNTY to CONTRACTOR under this agreement shall not exceed the sum of **\$104,400.00**

Harmony at Home

Amendment #1 to Agreement # 501-CAP20HAH

Page 1 of 4

3. Section 4.0 of the Original Agreement SCOPE OF SERVICES AND ADDITIONAL PROVISIONS is amended to read as follows:

4.01 The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit AA	Scope of Services/Payment Provisions
Exhibit A-1	CAP Service Report 2020
Exhibit AA-1	CAP Service Report CSBG 2021
Exhibit AA-1b	CAP Service Report CARES 2020-21
Exhibit A-2	CAP Child Support Referral Policy
Exhibit A-3	Customer Evaluation Forms
Exhibit A-4	CAPLAW FAQ
Exhibit B	DSS Additional Provisions
Exhibit C	Program Budget
Exhibit CC	Program Budget CSBG 2021
Exhibit CC-1	Program Budget CARES 2020-21
Exhibit D	Invoice
Exhibit DD	Invoice CSBG 2021
Exhibit DD-1	Invoice CARES 2020-21
Exhibit E	Child Abuse Reporting Certification
Exhibit F	Audit Provisions
Exhibit F-1	Schedule of County Programs
Exhibit G	HIPAA Certification
Exhibit H	Elder Abuse Reporting Certification
Exhibit I	Lobbying Certification

4. Sections 1.01, 1.03 and 2.01 of Exhibit B of the Original Agreement are amended to read as follows:

1.01 Monthly Claims by CONTRACTOR: Not later than the tenth (10th) day of each month CONTRACTOR shall submit to COUNTY a signed invoice setting forth the amount claimed. All invoices (monthly and final) shall be submitted in the form set forth in Exhibits D, **DD and DD-1**.

1.03 Allowable Costs: Allowable costs shall be the CONTRACTOR's actual costs of developing, supervising and delivering the services under this Agreement as set forth in the budget, attached hereto as Exhibits C, **CC and CC-1**. Only the costs listed in Exhibits C, **CC and CC-1** as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of 45 Code of Federal Regulations, Part 74, Sub-Part F and 48 Code of Federal Regulations (CFR), Chapter 1, Part 31.

2.01 Outcome objectives and performance standards: CONTRACTOR shall, for the entire term of this Agreement, provide the service outcomes set forth in **Exhibit AA**. CONTRACTOR shall meet the contracted level of service and the specified performance standards described in **Exhibit AA**, unless prevented from doing so by circumstances beyond CONTRACTOR's control including, but not

limited to, natural disasters, fire, theft and shortages of necessary supplies or materials due to labor disputes.

- 5. Exhibit A of the Original Agreement is rescinded, and replaced by **Exhibit AA**, attached. Additionally, the Original Agreement is supplemented by **Exhibits AA-1, AA-1b, CC, CC-1, DD and DD-1**, attached.

If there is any conflict or inconsistency between the provisions of the AGREEMENT or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been previously amended.

Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.

IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

CONTRACTOR:

By: _____
Lori Medina, Director
Dept. of Social Services

By: _____
DocuSigned by:
Leslie Finnegan, President
F8BDB95948E84BA...
(Chair, President, Vice-President)

Date: _____

(Print Name & Title)
11/23/2020 | 5:04 PM PST
Date: _____

Approved as to Form:

DocuSigned by:
Anne Brenton, County Counsel
07025E3AA36B4A4
Deputy County Counsel
11/23/2020 | 6:17 PM PST

By: _____
DocuSigned by:
Carol Ann Kolb, Treasurer
7E180EB7D30F476...
(Secretary, CFO, Treasurer)

(Print Name and Title)
11/23/2020 | 6:12 PM PST
Date: _____

Date: _____

Approved as to Fiscal Provisions:

DocuSigned by:
Gary Giboney

Auditor-Controller's Office

11/23/2020 | 6:21 PM PST

Date: _____

SCOPE OF SERVICES/PAYMENT PROVISIONS

HARMONY AT HOME

- A. TOTAL FUNDING:** \$40,000.00 CSBG 2020
 \$40,000.00 CSBG 2021
\$24,400.00 CSBG CARES
\$104,400.00 Total Funding
 Federal Funds – Federal Catalog # 93.569
- B. CONTRACT TERM:** January 1, 2020 to **December 31, 2021**
- C. CONTACT INFORMATION:**
 County Contract Monitor: Monterey County Community Action Partnership (MCCAP)
 Glorietta Rowland, Management Analyst II
 1000 S. Main Street, Suite 301 Salinas, CA 93901
 Phone: (831) 796-3584 Fax: (831) 755-8477
 rowlandg@co.monterey.ca.us
- Contractor Information: Harmony at Home
 Julienne Leavy, Executive Director
 3785 Via Nona Marie, Ste. 300 Carmel, CA 93923
 Phone: (831) 625-5160 Fax: (866) 280-0931
 Julianne@harmony-at-home.org
- Location of Services: Harmony at Home
 Greenfield Unified School District
 493 El Camino Real
 Greenfield, CA 93927
- D. SUBAWARD INFORMATION**
 CONTRACTOR DUNS Number: 928715965
 Date County Awarded Funding: January 1, 2020, **July 1, 2020, and January 2021.**
 CFDA PASSTHROUGH INFORMATION AND DOLLAR AMOUNT: State of California
 Department of Community Services and Development CFDA #93.569 \$40,000, **\$40,000, and**
\$24,400.00.
 Federal Award Description: Community Services Block Grant: Administration for Children and
 Families, Department of Health and Human Services and Community Services Block Grant
 Coronavirus Aid, Relief, and Economic Security (CARES) Act
 Research and Development: No
 Maximum Allowable Indirect Cost Rate: 10%
- E. BACKGROUND**
 Harmony at Home is a 501 (C)(3) is a nonprofit whose mission is to end the cycles of violence
 and abuse by empowering children and young adults with knowledge, skills and confidence to
 lead healthy and productive lives. For 15 years, Harmony At Home has served thousands of
 Monterey County children, youth and families whose lives have been disrupted and traumatized
 by violence, abuse, grief and loss. Through our counseling services, parenting classes, anti-
 bullying programs and community outreach our goal is to break generational patterns. We support

SCOPE OF SERVICES/PAYMENT PROVISIONS

the current and future generations in understanding the impact of positive relationships in overall health and productivity.

F. DESCRIPTION OF SERVICES

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

F.1 COUNSELING AND PARENTING CLASSES-

F.1.1 CONTRACTOR shall provide "Health and Social/Behavioral Development" services for low-income youth and families in the Greenfield region of Monterey County that include but are not limited to:

F.1.1.a Mental health support groups and parenting classes for the children and parents of separating families through the "Children's First Programs"

F.1.1.b Mental health services for children, youth and families through the "Community Counseling Program"

F.1.2 Adequate performance for this service shall be based on outcomes achieved towards the goals set forth on the CAP Service Report (Exhibit A-1 and AA-1).

F.1.2.a FNPI 5c: The number of individuals who demonstrated improved mental and behavioral health and well-being.

F.1.2.b FNPI 5d: The number of individuals who improved skills related to the adult role of parents/ caregivers.

F.1.2.c FNPI 5e: The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.

F.1.3 Adequate delivery for this service shall be based on service counts delivered towards the goal set forth on the CAP Service Report (Exhibit A-1 and AA-1).

F.1.3.a SRV 5u: Mental Health Assessments

F.1.3.b SRV 5v: Mental Health Counseling

F.1.3.c SRV 5aa: Mental Health Support Group Meeting

F.1.3.d SRV 5mm: Parenting Classes

F.1.3.e SRV 7a: Case Management

F.1.3.f SRV 7c: Referrals

F.2 CARES Act CSBG COVID-19 Response

F.2.1 CONTRACTOR shall provide social and emotional support services during COVID-19 shelter in place.

F.2.2 Adequate performance for this service shall be based on outcomes achieved towards the goals set forth on the CAP Service Report (Exhibit AA-1b)

F.2.2.a FNPI 5c: The number of individuals who improved skills related to the adult role of parents/caregivers.

F.2.2.b FNPI 5e: The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.

F.2.2.c FNPI 5z1: The number of children who learned skills to address cyberbullying.

SCOPE OF SERVICES/PAYMENT PROVISIONS

- F.2.2.d FNPI 5z2: The number of individuals who felt safe with in-person counseling.
- F.2.2.e FNPI 5z3: The number of families who engaged more meaningfully through games/books.
- F.2.3 Adequate delivery for this service shall be based on service counts delivered towards the goal set forth on the CAP Service Report (Exhibit AA-1b).
 - F.2.3.a SRV5v: Mental Health Counseling
 - F.2.3.b SRV5aa: Mental Health Support Group Meeting
 - F.2.3.c SRV5mm: Parenting Classes

G. CONTRACTOR RESPONSIBILITIES

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to:

- G.1 FEDERAL POVERTY GUIDELINE REQUIREMENTS: Target and document services for individuals and families living at or below 200% of the most current Federal Poverty Guidelines issued through the Federal Register by the Department of Health and Human Services (HHS).
 - G.1.1 CONTRACTOR is responsible for updating and using the most up to date federal poverty guidelines.
 - G.1.2 CONTRACTOR must request and record client income documents and securely store and maintain client information.
- G.2 EITC & VITA REQUIREMENTS: Inform clients of CSBG-funded programs, activities, or services about state and federal Earned Income Tax Credits (EITC). Refer eligible individuals and families to local Volunteer Income Tax Assistance (VITA) program providers for information and tax assistance.
- G.3 CHILD SUPPORT REFERRAL REQUIREMENTS: Comply with CSBG statute regarding child support referral procedures. In accordance with CAP Child Support Referral Policy (Exhibit A-2) (CSBG Act, 42 U.S.C. § 9919(b)), CONTRACTOR will refer all custodial single-parent families who are clients of CSBG-funded programs to the Monterey County Department of Child Support Services in addition to providing custodial parents with the Child Support Referral Notice and Child Support Services forms.
- G.4 COMMUNITY BENEFITS REFERRALS: As appropriate, provide information, referrals, application forms, and/or application assistance for mainstream benefits.
- G.5 BILINGUAL REQUIREMENTS: Ensure service provision, and information about services, is provided in Spanish and English.
- G.6 CLIENT EVALUATION REQUIREMENTS: Provide service recipients with customer evaluation forms (Exhibit A-3) that can be sent directly, and confidentially, to MCCAP. MCCAP must receive no fewer than ten (10) customer evaluation forms per year.
- G.7 NETWORK PARTICIPATION REQUIREMENTS: CONTRACTOR is member of the CSBG-funded MCCAP network. Members are expected to actively participate in network activities and mutually support client access, including client referrals, to network service providers. MCCAP Network Participation is defined as:
 - G.7.1 Mandatory attendance at all bi-monthly MCCAP community circle meetings
CCC meetings

SCOPE OF SERVICES/PAYMENT PROVISIONS

- G.7.2 Mandatory attendance at MCCAP special events and MCCAP's biennial community needs assessment (CNA) public hearing. Support CNA survey and research.
- G.7.3 Promotion of the Monterey County CAP partnership by adding MCCAP logo to agency marketing materials
- G.7.4 Cooperative collaboration with the agencies within the MCCAP network
- G.7.5 VOLUNTARY participation in the Active Referral Network and Smart Referral Software for client access to services and resources.
- G.8 MONITORING REQUIREMENTS: Participate in annual monitoring activities conducted by MCCAP staff, MCCAP Commissioners, and California State CSBG program representatives. Monitoring may be conducted as a site-visit or desk review. Monitoring activities will review fiscal integrity, customer service, program management, and data collection & reporting. In accordance with this contract's signed Health Insurance Portability & Accountability Act (HIPAA) agreement (Exhibit F), CONTRACTOR will make client files available to authorized MCCAP staff and State of California CSBG program representatives as sample data to verify agency compliance with contract requirements and reported outcome data.
- G.9 WIOA REQUIREMENTS: CONTRACTORS part of the Community Action Partnership (CAP) network and/or who provide "employment and training activities carried out under the Community Services Block Grant Act" are required to participate in the local Workforce Innovation and Opportunity Act (WIOA) workforce system, or the One-Stop referral system, in accordance to the terms of the local memorandum of understanding (MOU) with the local workforce board. See Exhibit A-4 CAPLAW FAQ WIOA. (WIOA, 29 U.S. Code §3151)

H. REPORTING INSTRUCTIONS & SUBMISSION

- H.1 CAP SERVICE REPORT: CONTRACTOR will report demographic, service and outcome data throughout the contract period using the Monterey County CAP Service Report (Exhibit A-1, AA-1, and AA-1b). Reporting may be required electronically and via software made available by MCCAP.
 - H.1.1 Required CAP Service Reporting and Report deadlines:
 - H.1.1.a TARGET GOALS: Upon contract initiation and prior to execution, set target goals for contracted services.
 - H.1.1.b CSBG MID-YEAR REPORT: Due July 10, 2020 and covers January 1, 2020 through June 30, 2020 **and due July 10, 2021 and covers January 1, 2021 through June 30, 2021**. Mid-year reports provide actual data on goals established at the start of the contract period and are used as a benchmark in contract monitoring.
 - H.1.1.c CSBG CARES MID-YEAR REPORT: Due July 10, 2021 and covers the period beginning with the first month of CSBG CARES fund expenditures through June 30, 2021.
 - H.1.1.d CSBG YEAR-END CLOSURE REPORT: Due January 10, 2021 and covers the entire January 1, 2021 through December 31, 2020 **and due January 10, 2022 and covers January 1, 2021 through December 31, 2021** contract period. The closure report

SCOPE OF SERVICES/PAYMENT PROVISIONS

- reports actual services and outcomes. Results are used to evaluate agency service provision and performance.
- H.1.1.e** **CSBG CARES YEAR-END CLOSURE REPORT: Due January 10, 2022 and covers the period beginning with the first month of CSBG CARES fund expenditures through December 31, 2021.**
- H.1.2 Reported data must be supported by verifiable data collection and measurement methods, as well as backup documentation, that can be produced upon request.
- H.2 CUSTOMER EVALUATIONS: CONTRACTOR will ensure that no fewer than ten (10) customer evaluations per year are submitted directly to MCCAP by clients using the MCCAP Partner Agency Evaluation Form (Exhibit A-3). Agency may seek MCCAP approval to customize the evaluation form and method of collection.
- H.2.1 Evaluation requirements:
- H.2.1.a A minimum of five (5) evaluations due before July 10, 2020.
- H.2.1.b A minimum of five (5) additional evaluations due before January 10, 2021.
- H.2.1.c Ten (10) additional evaluations due before January 20, 2022.**
- H.2.2 CONTRACTOR will ensure completed evaluations are submitted directly to MCCAP by mutually agreed upon means at: Monterey County Community Action Partnership 1000 S. Main Street, Ste. 301 Salinas, CA 93901

I. PAYMENT PROVISIONS

- I.1 COUNTY shall pay CONTRACTOR per the terms set forth in Exhibit B, DSS Additional Provisions, Section 1, PAYMENT BY COUNTY.
- I.2 **2020 CAP CSBG PAYMENT SUMMARY**

Service	1/1/20 – 6/30/20	7/1/20 – 12/31/20	Total
Health & Social/Behavioral Development	\$21,818	\$18,182	\$40,000
Total	\$21,818	\$18,182	\$40,000

- I.2.1 The estimated payable by County to CONTRACTOR for the period January 1, 2021 through June 30, 2021 shall be twenty-one thousand eight hundred and eighteen dollars and zero cents (\$21,818.00). Unused funds will roll-over to the remaining contract period beginning July 1, 2020.
- I.2.2 The total amount payable by County to CONTRACTOR for the period January 1, 2020 through December 31, 2020 shall not exceed forty thousand dollars and zero cents (\$40,000) per Exhibit C. CONTRACTOR will provide services throughout the contract term ending on December 31, 2020. CONTRACTOR will completely expend the balance of funding by November 30, 2020 unless expressly authorized by the County.

I.3 **2021 CAP CSBG PAYMENT SUMMARY**

Service	1/1/21 – 6/30/21	7/1/20 – 12/31/21	Total
Health and Social/Beh Development	\$21,818	\$18,182	\$40,000
Total	\$21,818	\$18,182	\$40,000

- I.3.1 **The estimated payable by County to CONTRACTOR for the period January 1, 2021 through June 30, 2021 shall be twenty-one thousand eight-hundred and eighteen dollars and zero cents (\$21,818.00). Unused**

SCOPE OF SERVICES/PAYMENT PROVISIONS

funds will roll-over to the remaining contract period beginning July 1, 2021.

I.3.2 The total amount payable by County to CONTRACTOR for the period January 1, 2021 through December 31, 2021 shall not exceed forty thousand dollars and zero cents (\$40,000.00) per Exhibit CC. CONTRACTOR will provide services throughout the contract term ending on December 31, 2021.

I.3.3 CONTRACTOR will completely expend the balance of funding by November 30, 2021 unless expressly authorized by the County

I.4 CSBG CARES PAYMENT SUMMARY

Service	7/1/20 – 12/31/21	Total
CSBG CARES	\$24,400	\$24,400
Total	\$24,400	\$24,400

I.4.1 The total amount payable by County to CONTRACTOR for the period July 1, 2020 through December 31, 2021 shall not exceed twenty-four thousand four hundred dollars and zero cents (\$24,400.00) per Exhibit CC-1. CONTRACTOR will provide services throughout the contract term ending on December 31, 2021.

J. INVOICING INSTRUCTIONS & SUBMISSION

J.1 CONTRACTOR shall submit original signed monthly invoices and support documentation to the COUNTY no later than the 10th day of the month following the last day of the invoice month. The final November invoice is due no later than December 10, 2020. **The final 2021 November invoice is due no later than December 10, 2021 and the final CSBG CARES invoice is due no later than January 10, 2022.**

J.2 CONTRACTOR will provide services throughout the contract term ending on December 31, 2021. Funding under this Agreement, however, must be fully expended by November 30, 2021 unless special circumstances are expressly authorized by the County.

J.3 Invoices will be submitted on the invoice template provided in Exhibits D, DD and **Exhibit DD-1.**

J.4 All original invoices will be mailed to the County Contract Monitor.

(end of Exhibit AA)

**Monterey County Community Action Partnership
Individual and Family National Performance Indicators (FNPI)
HARMONY AT HOME**

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 1	Employment Indicators (FNPI 1)			
FNPI 1a	The number of unemployed youth who obtained employment to gain skills or income.			
FNPI 1b	The number of unemployed adults who obtained employment (up to a living wage).			
FNPI 1c	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).			
FNPI 1d	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).			
FNPI 1e	The number of unemployed adults who obtained employment (with a living wage or higher).			
FNPI 1f	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).			
FNPI 1g	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).			
FNPI 1h	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.			
FNPI 1h.1	Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.			
FNPI 1h.2	Of the above, the number of employed participants who increased income from employment through hours worked increase.			
FNPI 1h.3	Of the above, the number of employed participants who increased benefits related to employment.			
FNPI 1i	Other Employment Outcome Indicator (FNPI 1i)			
FNPI 1i.1	Other			
FNPI 1i.2	Other			
FNPI 1i.3	Other			
FNPI 2	Education and Cognitive Development (FNPI 2)	I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 2a	The number of children (0 to 5) who demonstrated improved emergent literacy skills.			
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.			
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).	0	0	
FNPI 2c.1	Early Childhood Education (ages 0-5)			
FNPI 2c.2	1st grade-8th grade			
FNPI 2c.3	9th grade-12th grade			
FNPI 2d	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills). (auto total)	0	0	
FNPI 2d.1	Early Childhood Education (ages 0-5)			
FNPI 2d.2	1st grade-8th grade			
FNPI 2d.3	9th grade-12th grade			
FNPI 2e	The number of parents/caregivers who improved their home environments.			
FNPI 2f	The number of adults who demonstrated improved basic education.			
FNPI 2g	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.			
FNPI 2h	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.			
FNPI 2i	The number of individuals who obtained an Associate's degree.			
FNPI 2j	The number of individuals who obtained a Bachelor's degree.			
FNPI 2k	Other Education and Cognitive Development Outcome Indicator (FNPI 2k)			
FNPI 2k.1	Other			
FNPI 2k.2	Other			
FNPI 2k.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 3	Income and Asset Building (FNPI 3)			
FNPI 3a	The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.			
FNPI 3b	The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.			
FNPI 3c	The number of individuals who opened a savings account or IDA.			
FNPI 3d	The number of individuals who increased their savings.			
FNPI 3e	The number of individuals who used their savings to purchase an asset.			
FNPI 3e.1	Of the above, the number of individuals who purchased a home.			
FNPI 3f	The number of individuals who improved their credit scores.			
FNPI 3g	The number of individuals who increased their net worth.			
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.			
FNPI 3z	Other Income and Asset Building Outcome Indicator (FNPI 3z)			
FNPI 3z.1	Other			
FNPI 3z.2	Other			
FNPI 3z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 4	Housing (FNPI 4)			
FNPI 4a	The number of households experiencing homelessness who obtained safe temporary shelter.			
FNPI 4b	The number of households who obtained safe and affordable housing.			
FNPI 4c	The number of households who maintained safe and affordable housing for 90 days.			
FNPI 4d	The number of households who maintained safe and affordable housing for 180 days.			
FNPI 4e	The number of households who avoided eviction.			
FNPI 4f	The number of households who avoided foreclosure.			
FNPI 4g	The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).			
FNPI 4h	The number of households with improved energy efficiency and/or energy burden reduction in their homes.			
FNPI 4z	Other Housing Outcome Indicator (FNPI 4z)			
FNPI 4z.1	Other			
FNPI 4z.2	Other			
FNPI 4z.3	Other			

		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 5	Health and Social/Behavioral Development (FNPI 5)			
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).			
FNPI 5b	The number of individuals who demonstrated improved physical health and well-being.			
FNPI 5c	The number of individuals who demonstrated improved mental and behavioral health and well-being.	65	45	Counseling-Behavioral Matrix / case files; classes-student self-report using pre- and post evaluations using behavioral matrix
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.	50	35	classes- parent self-assessment using behavioral matrix
FNPI 5e	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	50	45	classes- parent self-assessment using behavioral matrix
FNPI 5f	The number of seniors (65+) who maintained an independent living situation.			
FNPI 5g	The number of individuals with disabilities who maintained an independent living situation.			
FNPI 5h	The number of individuals with chronic illness who maintained an independent living situation.			
FNPI 5i	The number of individuals with no recidivating event for six months.			
FNPI 5j.1	Youth (ages 14-17)			
FNPI 5j.2	Adults (ages 18+)			
FNPI 5z	Other Health and Social/Behavioral Development Outcome Indicator (FNPI 5z)			
FNPI 5z.1	Other			
FNPI 5z.2	Other			
FNPI 5z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 6	Civic Engagement and Community Involvement Indicators (FNPI 6)			
FNPI 6a	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.			
FNPI 6a.1	Of the above, the number of Community Action program participants who improved their leadership skills.			
FNPI 6a.2	Of the above, the number of Community Action program participants who improved their social networks.			
FNPI 6a.3	Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.			
FNPI 6z	Other Civic Engagement and Community Involvement Outcome Indicator (FNPI 6z)			
FNPI 6z.1	Other			
FNPI 6z.2	Other			
FNPI 6z.3	Other			
		I.) Target (#) of Participants to be Served in program(s)	II.) Target (#) to Attain Achievement	III.) Method of Documenting Achievement
FNPI 7	Outcomes Across Multiple Domains (FNPI 7)			
	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.			
FNPI 7z	Other Outcomes Indicators (FNPI 7z)			
	Other			
	Other			
	Other			

Monterey County Community Action Partnership				
Individual and Family (SRV) Service Counts				
SRV 1	Employment Services (SRV 1)	II.) Proposed Number of Individuals to be Served (#)		III.) Total Unduplicated Number Served (#)
SRV 1a-f	Skills Training and Opportunities for Experience (SRV 1a-f)			
SRV 1a	Vocational Training			
SRV 1b	On-the-Job and other Work Experience			
SRV 1c	Youth Summer Work Placements			
SRV 1d	Apprenticeship/Internship			
SRV 1e	Self-Employment Skills Training			
SRV 1f	Job Readiness Training			
SRV 1g-h	Career Counseling (SRV 1g-h)			
SRV 1g	Workshops			
SRV 1h	Coaching			
SRV 1i-n	Job Search (SRV 1i-n)			
SRV 1i	Coaching			
SRV 1j	Resume Development			
SRV 1k	Interview Skills Training			
SRV 1l	Job Referrals			
SRV 1m	Job Placements			
SRV 1n	Pre-employment physicals, background checks, etc.			
SRV 1o-p	Post Employment Supports (SRV 1o-p)			
SRV 1o	Coaching			
SRV 1p	Interactions with employers			
SRV 1q-q	Employment Supplies (SRV 1q)			
SRV 1q	Employment Supplies			
SRV 2	Education and Cognitive Development Services (SRV 2)	II.) Proposed Number of Individuals to be Served (#)		III.) Total Unduplicated Number Served (#)
SRV 2a-j	Child/Young Adult Education Programs (SRV 2a-j)			
SRV 2a	Early Head Start			
SRV 2b	Head Start			
SRV 2c	Other Early-Childhood (0-5 yr. old) Education			
SRV 2d	K-12 Education			
SRV 2e	K-12 Support Services			
SRV 2f	Financial Literacy Education			
SRV 2g	Literacy/English Language Education			
SRV 2h	College-Readiness Preparation/Support			
SRV 2i	Other Post Secondary Preparation			
SRV 2j	Other Post Secondary Support			
SRV 2k-k	School Supplies (SRV 2k)			
SRV 2k	School Supplies			
SRV 2l-q	Extra-curricular Programs (SRV 2l-q)			
SRV 2l	Before and After School Activities			
SRV 2m	Summer Youth Recreational Activities			
SRV 2n	Summer Education Programs			
SRV 2o	Behavior Improvement Programs (attitude, self-esteem, Dress-for-Success, etc.)			
SRV 2p	Mentoring			
SRV 2q	Leadership Training			
SRV 2r-z	Adult Education Programs (SRV 2r-z)			
SRV 2r	Adult Literacy Classes			
SRV 2s	English Language Classes			
SRV 2t	Basic Education Classes			
SRV 2u	High School Equivalency Classes			
SRV 2v	Leadership Training			
SRV 2w	Parenting Supports (may be a part of the early childhood programs identified above)			
SRV 2x	Applied Technology Classes			
SRV 2y	Post-Secondary Education Preparation			
SRV 2z	Financial Literacy Education			

SRV 2aa-2a	Post-Secondary Education Supports (SRV 2aa)			
SRV 2aa	College applications, text books, computers, etc.			
SRV 2bb-bb	Financial Aid Assistance (SRV 2bb)			
SRV 2bb	Scholarships			
SRV 2cc-cc	Home Visits (SRV 2cc)			
SRV 2cc	Home Visits			
SRV 3	Income and Asset Building Services (SRV 3)	ii.) Proposed Number of Individuals to be Served (ii)	iii.) Total Unduplicated Number Served (ii)	
SRV 3a-f	Training and Counseling Services (SRV 3a-f)			
SRV 3a	Financial Capability Skills Training			
SRV 3b	Financial Coaching/Counseling			
SRV 3c	Financial Management Programs (including budgeting, credit management, credit repair, credit counseling, etc.)			
SRV 3d	First-time Homebuyer Counseling			
SRV 3e	Foreclosure Prevention Counseling			
SRV 3f	Small Business Start-Up and Development Counseling Sessions/Classes			
SRV 3g-l	Benefit Coordination and Advocacy (SRV 3g-l)			
SRV 3g	Child Support Payments			
SRV 3h	Health Insurance			
SRV 3i	Social Security/SSI Payments			
SRV 3j	Veteran's Benefits			
SRV 3k	TANF Benefits			
SRV 3l	SNAP Benefits			
SRV 3m-o	Asset Building (SRV 3m-o)			
SRV 3m	Saving Accounts/IDAs and other asset building accounts			
SRV 3n	Other financial products (IRA accounts, MyRA, other retirement accounts, etc.)			
SRV 3o	VITA, EITC, or Other Tax Preparation programs			
SRV 3p-q	Loans And Grants (SRV 3p-q)			
SRV 3p	Micro-loans			
SRV 3q	Business incubator/business development loans			
SRV 4	Housing Services (SRV 4)	ii.) Proposed Number of Individuals to be Served (ii)	iii.) Total Unduplicated Number Served (ii)	
SRV 4a-e	Housing Payment Assistance (SRV 4a-e)			
SRV 4a	Financial Capability Skill Training			
SRV 4b	Financial Coaching/Counseling			
SRV 4c	Rent Payments (includes Emergency Rent Payments)			
SRV 4d	Deposit Payments			
SRV 4e	Mortgage Payments (includes Emergency Mortgage Payments)			
SRV 4f-h	Eviction Prevention Services (SRV 4f-h)			
SRV 4f	Eviction Counseling			
SRV 4g	Landlord/Tenant Mediations			
SRV 4h	Landlord/Tenant Rights Education			
SRV 4i-l	Utility Payment Assistance (SRV 4i-l)			
SRV 4i	Utility Payments (LIHEAP-includes Emergency Utility Payments)			
SRV 4j	Utility Deposits			
SRV 4k	Utility Arrears Payments			
SRV 4l	Level Billing Assistance			
SRV 4m-p	Housing Placement/Rapid Re-housing (SRV 4m-p)			
SRV 4m	Temporary Housing Placement (includes Emergency Shelters)			
SRV 4n	Transitional Housing Placements			
SRV 4o	Permanent Housing Placements			
SRV 4p	Rental Counseling			
SRV 4q-q	Housing Maintenance & Improvements (SRV 4q-q)			
SRV 4q	Home Repairs (e.g. structural, appliance, heating systems, etc.) (Including Emergency Home Repairs)			
SRV 4r-t	Weatherization Services (SRV 4r-t)			
SRV 4r	Independent-living Home Improvements (e.g. ramps, tub and shower grab bars, handicap accessible modifications, etc.)			
SRV 4s	Healthy Homes Services(e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc.)			
SRV 4t	Energy Efficiency Improvements (e.g. insulation, air sealing, furnace repair, etc.)			

Health and Social/Behavioral Development Services (SRV 5)		I.) Proposed Number of Individuals to be Served (I)	II.) Total Number of Individuals Served (II)	III.) Total Unduplicated Number Served (#)
SRV 5a-j	Health Services, Screening and Assessments (SRV 5a-j)			
SRV 5a	Immunizations			
SRV 5b	Physicals			
SRV 5c	Developmental Delay Screening			
SRV 5d	Vision Screening			
SRV 5e	Prescription Payments			
SRV 5f	Doctor Visit Payments			
SRV 5g	Maternal/Child Health			
SRV 5h	Nursing Care Sessions			
SRV 5i	In-Home Affordable Seniors/Disabled Care Sessions (Nursing, Chores, Personal Care Services)			
SRV 5j	Health Insurance Options Counseling			
SRV 5k-o	Reproductive Health Services (SRV 5k-o)			
SRV 5k	Coaching Sessions			
SRV 5l	Family Planning Classes			
SRV 5m	Contraceptives			
SRV 5n	STI/HIV Prevention Counseling Sessions			
SRV 5o	STI/HIV Screenings			
SRV 5p-q	Wellness Education (SRV 5p-q)			
SRV 5p	Wellness Classes (stress reduction, medication management, mindfulness, etc.)			
SRV 5q	Exercise/Fitness			
SRV 5r-x	Mental/Behavioral Health (SRV 5r-x)			
SRV 5r	Detoxification Sessions			
SRV 5s	Substance Abuse Screenings			
SRV 5t	Substance Abuse Counseling			
SRV 5u	Mental Health Assessments			
SRV 5v	Mental Health Counseling	10		
SRV 5w	Crisis Response/Call-In Responses			
SRV 5x	Domestic Violence Programs			
SRV 5y-aa	Support Groups (SRV 5y-aa)			
SRV 5y	Substance Abuse Support Group Meetings			
SRV 5z	Domestic Violence Support Group Meetings			
SRV 5aa	Mental Health Support Group Meeting	10		
SRV 5bb-ee	Dental Services, Screenings and Exams (SRV 5bb-ee)			
SRV 5bb	Adult Dental Screening/Exams			
SRV 5cc	Adult Dental Services (including Emergency Dental Procedures)			
SRV 5dd	Child Dental Screenings/Exams			
SRV 5ee	Child Dental Services (including Emergency Dental Procedures)			
SRV 5ff-jj	Nutrition and Food/Meals (SRV 5ff-jj)			
SRV 5ff	Skills Classes (Gardening, Cooking, Nutrition)			
SRV 5gg	Community Gardening Activities			
SRV 5hh	Incentives (e.g. gift card for food preparation, rewards for participation, etc.)			
SRV 5ii	Prepared Meals			
SRV 5jj	Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)			
SRV 5kk-mm	Family Skills Development (SRV 5kk-mm)			
SRV 5kk	Family Mentoring Sessions			
SRV 5ll	Life Skills Coaching Sessions			
SRV 5mm	Parenting Classes	10		
SRV 5nn-oo	Emergency Hygiene Assistance (SRV 5nn-oo)			
SRV 5nn	Kits/boxes			
SRV 5oo	Hygiene Facility Utilizations (e.g. showers, toilets, sinks)			

SRV 6	Civic Engagement and Community Involvement Services (SRV 6)	II.) Proposed Number of Individuals to be Served (II)	III.) Total Unduplicated Number Served (#)
SRV 6a-f	Civic Engagement and Community Involvement Services (SRV 6a-f)		
SRV 6a	Voter Education and Access		
SRV 6b	Leadership Training		
SRV 6c	Tri-partite Board Membership		
SRV 6d	Citizenship Classes		
SRV 6e	Getting Ahead Classes		
SRV 6f	Volunteer Training		
	Services supporting Multiple Domains (SRV 7)	II.) Proposed Number of Individuals to be Served (II)	III.) Total Unduplicated Number Served (#)
	Case Management		
	Eligibility Determinations		
	Referrals		
	Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair; including emergency services)		
	Child Care subsidies		
	Child Care payments		
	Day Centers		
	Birth Certificate		
	Social Security Card		
	Driver's License		
	Criminal Record Expungements		
	Immigration Support Services (relocation, food, clothing)		
	Legal Assistance		
	Emergency Clothing Assistance		
	Mediation/Customer Advocacy Interventions		

Jan 1, 2021-Dec. 31, 2021

Agency Name Harmony at Home

Expense	Health & Social/Behavioral \$40,000.00	Total Budget \$40,000.00
Program Director	2,750.00	\$ 2,750.00
Teachers	18,775.00	\$ 18,775.00
Counselors	12,000.00	\$ 12,000.00
Payroll Taxes	500.00	\$ 500.00
Mileage	600.00	\$ 600.00
Supplies	1,100.00	\$ 1,100.00
Printing and Copying	275.00	\$ 275.00
Indirect Costs (max 10%)	4,000.00	\$ 4,000.00
		\$ -
		\$ -
		\$ -
		\$ -
Program Total	40,000.00	\$ 40,000.00

Budget Narrative

Expense Category	Line Item narrative
Program Director	FTE .05 - will meet with HAH program staff, GUSD staff (responsible for this collaborative) to monitor progress, challenges and effectiveness.
Teachers	FT and PT - Lead Teacher will work approximately 35 hours per week for the entire project, some weeks may be less due to Observed Holidays and scheduled vacation, regular teachers will work up to 10 hours per week. Teachers will be holding classes for children, youth and parents.
Counselors	PT- Counselors will work approximately 12 hours per week in Greenfield School and at the District office providing Mental Health Services to children, youth, parents and families as scheduled.
Payroll Taxes	Payroll Tax based on .012% of Salaries.
Mileage	Mileage reimbursement at .575 per mile. * Complies with Monterey County travel policy and IRS mileage rate allowance; http://www.co.monterey.ca.us/auditor/mileage.htm
Supplies	Supplies that support the direct program and group services; includes art and writing supplies, pens, paints, paper, journal, collage materials, games, books, misc.
Printing and Copying	Printing manuals for classes and materials for groups.
Indirect Costs (max 10%)	Indirect costs at maximum 10%

Funding Source: CSBG Federal Catalog 93.569

July 1, 2020 - December 31, 2021

Agency Name Harmony at Home

Expense Categories	CARES Act CSBG COVID19 Response	Total Budget
	\$24,400.00	\$24,400.00
Extended Personnel Hours, C1st	\$ 3,150.00	\$ 3,150.00
Technology Supplies	\$ 400.00	\$ 400.00
Program Supplies	\$ 250.00	\$ 250.00
Program Scholarships	\$ 6,350.00	\$ 6,350.00
Extended Personnel Hours, BullyPrev	\$ 2,250.00	\$ 2,250.00
Expanded Svs, Sticks & Stones Prog	\$ 7,800.00	\$ 7,800.00
Teen Success Program Supplies	\$ 4,200.00	\$ 4,200.00
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
Program Total	\$ 24,400.00	\$ 24,400.00

Budget Narrative

Expense Category	Line Item narrative
Extended Personnel Hours, C1st	For Children 1st Program: Additional outreach efforts in South Monterey County to communities impacted by COVID-19. 7 additional staff hours per week for Jonathan Reyes Carranza, Lead Teacher - \$3,150 (HAH will cover the additional costs of this expansion with donations)
Technology Supplies	For Community Counseling program: For portability and ease of note recording and payment processing under COVID-19 protocols. Tablets with a stylus, Otterbox Covers and Square Readers - \$400
Program Supplies	For Community Counseling program operating under COVID-19 protocols - 1 for the counselor and 3 for the clients. Card/Board games: Thoughts and Feelings, Monopoly Card Game, Classic Uno, Minecraft Uno - \$250
Program Scholarships	For Community Counseling program clients participating under COVID-19 protocols. Reduced fees and scholarships for onsite counseling (serving between 8-10 families for up to 10 sessions for free) - \$6,350
Extended Personnel Hours, BullyPrev	For Bullying Prevention program: Video project for 4th and 5th graders at Laurelwood Elementary to encourage students to report bullying to adults. 60-80 additional staff hours to support COVID-19 protocols, total for Janelle Basaldua Maturino, Bullying Prevention Coach - \$2,250
Expanded Svs, Sticks & Stones Prog	For Sticks and Stones: This counseling will be for high school students whose schools we don't currently serve (10-20 students (2-3 from each high school) for 10 sessions each). These could be students who participated in S&S in their middle school and who need additional support due to distance learning due to COVID-19 protocols.
Teen Success Program Supplies	For Teen Success program: For members who won't be able to meet in person due to COVID-19 protocols, they will have the supplies needed for an in person session. Meets needs of engagements, interactions between baby and mom, and equal access to resources. Monthly Kits and Mommy and Me Bilingual Books - \$4,200

Funding Source: Federal CSBG CARES Funds

