

BOS No. Orig. #18-55, Amd1 #20-260, Amd2 #21-34; Amd3 #21-290; Amd4 #22-84; Amd5 #24-64
Infor Legacy PO No. 2640
Infor Ref No. 6565-2018-CC HDAP
Infor Contract No. 696
Cobblestone ID No. 714

SIXTH AMENDMENT
(BOS Agreement No. ____ - ____)

This Sixth Amendment to Agreement No. 18-55 (Sixth Amendment) is made and entered into as of the last date signed below by and between the County of Yolo, (County), and OLE Health, dba CommuniCare OLE, (Contractor), referred to as the “Parties” herein.

WHEREAS, on or about March 20, 2018, the Parties entered into Agreement No. 18-55 (Agreement); and

WHEREAS, on or about October 20, 2020, the Parties amended the Agreement via the First Amendment; and

WHEREAS, on or about February 9, 2021, the Parties further amended the Agreement via the Second Amendment; and

WHEREAS, on or about June 7, 2021, the County exercised its option to extend the Agreement under the same terms and conditions via Option Letter #1; and

WHEREAS, on or about December 7, 2021, the Parties further amended the Agreement via the Third Amendment; and

WHEREAS, on or about May 10, 2022, the Parties further amended the Agreement via the Fourth Amendment; and

WHEREAS, on or about June 14, 2023, the County exercised its option to extend the Agreement under the same terms and conditions via Option Letter #2; and

WHEREAS, on or about October 24, 2023, the Parties entered into a consent to assignment and novation agreement; and

WHEREAS, on or about February 13, 2024, the Parties further amended the Agreement via the Fifth Amendment.

WHEREAS, the Parties would now like to amend the Agreement, as previously amended, to:

1. Revise **Paragraph I.A.** to extend the term of the Agreement through June 30, 2025; and
2. Revise **Paragraph III.B1.** to add CalWORKs funding in the amount of \$95,000 and add HDAP funding in the amount of \$161,302.00 for Fiscal Year (FY) 2024-25 for a new contract maximum of \$1,229,099.73; and
3. Revise **Section IV.** to update county authority language and rename section; and
4. Revise **Paragraph V.A.** to rename Exhibit A, add Exhibit A.2, rename Exhibit F, and add Exhibit F.2; and
5. Revise **Exhibit A** to rename as **Exhibit A.1** for HDAP services; and
6. Add **Exhibit A.2** to the Agreement to clarify the Scope of Services specific to CalWORKs referred families and individuals for disability advocacy services; and

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7. Revise **Paragraph II.C. of Exhibit B** to update County email address and include contract administrators to receive invoices; and
8. Revise **Paragraphs IV.C., IV.D. and IV.E. of Exhibit C** to update County email addresses, correct a numbering error and update County contact to receive performance measures; and
9. Delete **Paragraph IV.F. of Exhibit C** in its entirety.
10. Revise **Paragraphs XVIII.A and XVIII.B. of Exhibit C** to update Contractor information, County email addresses and update contract administrator for CalWORKs referred families and individuals; and
11. Revise **Exhibit D** to add budgets for FY 2024-25; and
12. Revise **Paragraph 2.d. of Exhibit E** to update County risk manager and County email addresses; and
13. Revise **Exhibit F** to rename Exhibit and add submit by dates; and
14. Add **Exhibit F.2.** to include performance measures for CalWORKs referred clients and individuals receiving disability advocacy services.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. **Paragraph I.A.** of the Agreement is hereby amended to read as follows:

The term of this Agreement shall be from **February 1, 2018, through June 30, 2025**, unless sooner terminated as provided in this Agreement.

2. **Paragraph III.B1.** of the Agreement is hereby amended to read as follows:

B1. Any other provision of this Agreement notwithstanding, the maximum payment obligation to Contractor through **June 30, 2025**, shall be no greater than **ONE MILLION TWO HUNDRED TWENTY-NINE THOUSAND NINETY-NINE DOLLARS AND SEVENTY-THREE CENTS (\$1,229,099.73)** specified as follows:

	HDAP	CalWORKs	Total
FY 2017-18 February 1, 2018 through June 30, 2018	\$29,006.00	\$0	\$29,006.00
FY 2018-19 July 1, 2018 through June 30, 2019	\$69,600.00	\$0	\$69,600.00
FY 2019-20 July 1, 2019 through June 30, 2020	\$69,600.00	\$0	\$69,600.00
FY 2020-21 July 1, 2020 through June 30, 2021	\$77,995.15	\$39,000.00	\$116,995.15

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FY 2021-22 July 1, 2021 through June 30, 2022	\$103,616.50	\$83,187.98	\$186,804.48
FY 2022-23 July 1, 2022 through June 30, 2023	\$161,302.06	\$83,187.98	\$244,490.04
FY 2023-24 July 1, 203 through June 30, 2024	\$161,302.06	\$95,000.00	\$256,302.06
FY 2024-25 July 1, 2024 through June 30, 2025	\$161,302.00	\$95,000.00	\$256,302.00
Total	\$833,723.77	\$395,375.96	\$1,229,099.73

3. **Section IV.** of the Agreement is hereby amended to read as follows:

IV. COUNTY AUTHORITY

A. Director’s Authority: The Director, or designee, may issue any general notice regarding the administration of this Agreement.

B. County Procurement Manager’s Authority: The Yolo County Deputy Director/Manager of Procurement (“Procurement Manager”), or designee, may approve and execute amendments regarding allocation of funds between categories of services, scope of services, billing rates, and other contract language changes set forth elsewhere in this Agreement provided the modifications are generally consistent with the original approved scope of the contract. This authority includes the ability to approve and execute amendments to increase to the maximum payment obligation, provided the increase is within the Procurement Manager’s Authority, as prescribed in the then current Yolo County Procurement Policy. The Yolo County Procurement Manager, or designee, may also issue termination notices in conformance with Section I. of this Agreement and Exhibit C, Section XI.

C. Yolo County Board of Supervisors’ Authority: All other authority related to this Agreement is reserved by the Yolo County Board of Supervisors.

4. **Paragraph V.A.** of the Agreement is hereby amended to read as follows:

A. The complete Agreement shall include the following exhibits and attachment(s), attached hereto and incorporated herein:

- Exhibit A.1: Scope of Services – Housing and Disability Advocacy Program (HDAP)
- Exhibit A.2: Scope of Services – Disability Advocate Services – CalWORKs Referred
- Exhibit B: Terms of Payment
- Exhibit C: Terms and Conditions
- Exhibit D: Contract Budget

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Exhibit E: HIPAA Compliance
Exhibit F.1: Performance Measures-HDAP
Exhibit F.2: Performance Measures-CalWORKs

In the event of any conflict between any of the provisions of this Agreement (including Exhibits and attachments), the provision that requires the highest level of performance from Contractor for the County's benefit shall prevail.

5. **Exhibit A** to the Agreement is hereby amended to read as attached.
6. **Exhibit A.2** is hereby added to the Agreement to read as attached.
7. **Paragraph II.C. of Exhibit B** is hereby amended to read as follows.

C. Claims for payment may be submitted to the county in an electronic format at HHSA.AccountsPayable@yolocounty.gov and kerrie.covert@yolocounty.gov (for HDAP clients) and HHSA.AccountsPayable@yolocounty.gov and jaime.gordon@yolocounty.gov (for CalWORKs referred clients). All claims shall be submitted with any required supporting documentation accompanying the claim. If a claim contains confidential client information, the claim and supporting documentation must be encrypted for transmission.

Claims, with any required supporting documentation, may also be submitted via US Postal Service mail addressed to:

Yolo County Health and Human Services Agency
137 N. Cottonwood Street, Suite 2400
Woodland, CA 95695
Attn: Accounts Payable

8. **Paragraphs IV.C., IV.D. and IV.E. of Exhibit C** to the Agreement are hereby amended to read as follows:

C. Performance Outcome Measures (POM) Report: (See Exhibits F.1. and F.2. of this Agreement)

Contractor shall maintain data and reports of performance outcome measures in compliance with the Federal and State requirements. On a quarterly basis, Contractor shall make these data and reports available to the County, as specified in Exhibit F.1 and F.2., Performance Measures.

Submit the Performance Outcome Measures (see Exhibit F.1) electronically via email to GCUnit@yolocounty.gov and kerrie.covert@yolocounty.gov.

Submit the Performance Outcome Measures (see Exhibit F.2) electronically via email to jaime.gordon@yolocounty.gov.

D. Contract Expenditure Reports

1. *Mid-Year Report:* This includes the total contract expenditures for the period of July 1 through December 31 and year-to-date information on actual expenditures and revenues. To be submitted by January 31st.

2. *End of Year Report:* This includes contract expenditures for the period of July 1 through June 30 and year end information on actual expenditures and revenues. To be submitted by July 31st.

Submit the Contract Expenditures reports electronically via email to HHSA.AccountsPayable@yolocounty.gov.

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E. Fiscal Year Annual Reports

1. Certified Audited Financial Reports (see Section V. Audit)

Due date: June 30, following the completion of next fiscal year, i.e., two hundred seventy (270) days following the above said due date for the Certified Mental Health Cost Report unless the Agreement is terminated or expires earlier. If the Agreement expires or is terminated before June 30, then the Certified Audited Financial Reports are due, no later than forty-five (45) days from the date of the expiration or termination.

All annual reports, with the exception of Certified Mental Health Cost Report and Certified Audited Financial Reports, shall be sent electronically via email to HHSQualityManagement@yolocounty.gov.

The Certified Mental Health Cost Report and Certified Audited Financial Reports shall be sent to:

Yolo County Health and Human Services Agency
137 N. Cottonwood Street
Woodland, CA 95695
Attn: Cost Report

9. Paragraph IV.F. of Exhibit C to the Agreement is hereby deleted in its entirety.

10. Paragraphs XVIII.A and XVIII.B. of Exhibit C to the Agreement are hereby amended to read as follows:

A. All notices shall be deemed to have been given when made in writing and delivered or mailed to the respective representatives of County and Contractor at their respective addresses as follows:

Contractor: OLE Health dba CommuniCare OLE
1141 Pear Tree Lane, Suite 100
Napa, CA 94558
Alicia Hardy, Chief Executive Officer

County: Yolo County Health and Human Services Agency
137 N. Cottonwood Street
Woodland, CA 95695
Nolan Sullivan, Director

B. In lieu of written notice to the above addresses, any party may provide notices through the use of email provided the following email addresses are used:

Contractor: Shannon.Garza@CommuniCareOLE.org and
Kevin.Moses@CommuniCareOLE.org

County:
Contracts Unit HHSContracts@YoloCounty.gov
Contract Administrator (CalWORKs) jamie.gordon@yolocounty.gov
Contract Administrator (HDAP) kerrie.covert@yolocounty.gov

11. Exhibit D to the Agreement is hereby amended to read as attached.

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IN WITNESS WHEREOF the Parties have executed this Sixth Amendment as of the day and year last set forth below.

CONTRACTOR

Signed by:

Alicia Hardy

4394571AEF9D435

Alicia Hardy, Chief Executive Director
OLE Health dba CommuniCare OLE

COUNTY OF YOLO

Lucas Frerichs, Chair
Board of Supervisors

Date: 11/25/2024

Date: _____

Signed by:

Karleen Jakowski

9F42EC513A0A4B8

on behalf of

Nolan Sullivan, Director
Health and Human Services Agency

Attest:
Julie Dachtler, Senior Deputy Clerk
Board of Supervisors

By: _____
Deputy (Seal)

Approved as to Form:
Philip J. Pogledich, County Counsel

By: *Hope P. Welton*
Hope P. Welton, Senior Deputy

EXHIBIT A.1 – SCOPE OF SERVICES
Housing and Disability Advocacy Program (HDAP)

Contractor shall provide services in accordance with the following provisions.

I. SERVICE LOCATION(S)

Services rendered pursuant to this Agreement shall be provided at the following location(s):

CommuniCare OLE
Hansen Family Health Center
215 West Beamer Street
Woodland, CA 95695

Davis Community Clinic
2051 John H. Jones Road
Davis, CA 95616

CommuniCare OLE
500 Jefferson Blvd, Suite B180
West Sacramento, CA 95605

And other locations throughout the county.

II. PURPOSE

Housing and Disability Advocacy Program will assist individuals and families with disabilities who are at risk or experiencing homelessness in Yolo County to secure a sustainable form of disability income.

III. TARGET POPULATION

Individuals and families with disabilities who are experiencing homelessness in Yolo County.

IV. SERVICES

A. The Contractor shall assign one (1) full-time employees (FTEs) who are bilingual in English/Spanish to the position of Disability Benefits Advocate (“Advocate”). The Advocates shall be a Certified Enrollment Counselors through Covered California.

1. One (1) full-time employee (FTE) will be assigned to Housing and Disability Advocacy Program (HDAP) clients; and

B. The Advocate shall assist clients in the target population with preparing and submitting benefits claims to any appropriate disability program, including Supplemental Security Income/ State Supplementary Program for the Aged, Blind and Disabled (SSI/SSP), Social Security Disability Insurance (SSDI), Medi-Cal, CalFresh, CalWORKs, Cash Assistance Program for Immigrants (CAPI), Veterans Disability Compensation, and other benefits programs. Enrollment assistance will include a full continuum of services, including qualifying for benefits enrollment, submitting and managing claims applications, transportation to appointments, and referrals to primary care, housing support services and other complementary programs.

C. The Disability Benefits Advocate will work with the County and other partnering agencies in Yolo County to conduct screenings and assess prospective clients for entitlement benefits eligibility. Contractor shall leverage existing outreach, case management and housing assistance programs already provided through the network of homeless service providers in the Homeless and Poverty Action Coalition to ensure that clients are linked to appropriate services. The Advocate shall also work closely with staff from Yolo County General Assistance, to provide services to any individuals who have overlapping circumstance involving homelessness, lack of income and disability.

EXHIBIT A.1 – SCOPE OF SERVICES
Housing and Disability Advocacy Program (HDAP)

- D.** The Advocate shall attend weekly General Assistance informational orientations for new applicants, to screen for HDAP eligibility.
- E.** The Advocate shall accept direct referrals from staff from the Yolo County General Assistance (GA) program, as well as local homeless outreach teams and service providers. The Advocate shall work with referring agencies to ensure that each client referred for services receives a complete assessment using the Vulnerability Index- Service Prioritization Decision Assistance Tool (VI-SPDAT). Those individuals in the target population who are identified as being the most vulnerable (as evidenced by having the highest VI-SPDAT scores) will be prioritized first for available assistance from the Advocate.
- F.** The Advocate shall meet directly with each client who is referred for assistance, and will assist clients with preparing and filing applications, gathering required documentation and securing medical evidence of disability.
- G.** The Advocate shall also act as a liaison between clients, case managers and other service providers to assure that required initial medical and behavioral health examinations are scheduled for clients.
- H.** The Advocate shall help coordinate transportation for clients to keep important appointments.
- I.** The Advocate shall provide individualized follow-up on cases, including close communication with claims representatives from the Agency where the claim was submitted. The Advocate shall maintain close communication and follow-up with claims representatives from the Social Security Administration (SSA), including working with a SSA benefits specialist on a weekly basis towards expediting claims determinations. The Advocate shall leverage these relationships to provide clients with needed follow-up assistance including appeals, reconsiderations, reinstatements and recertification.
- J.** Contractor shall comply with all state and local HDAP reporting requirements, including required quarterly performance measure reports utilizing the results-based accountability (RBA) model provided in Exhibit F, Performance Measures.

V. SERVICES – CASE MANAGER POSITION

- A.** Contractor shall assign a full-time employee in the position of HDAP Case Manager to perform outreach, case management, and housing assistance services for clients referred to HDAP who are not otherwise enrolled in an HDAP-eligible case management program. The HDAP Case Manager shall work as a team with the Disability Benefits Advocate to provide the four core components of HDAP (outreach, case management, housing assistance, and disability benefits advocacy).
- B.** Outreach: Activities geared at identifying need, targeting resources, and/or connecting likely eligible individuals to HDAP services, including screening and assessment activities.
 - 1.** These can be conducted by HDAP staff or provided in collaboration with community-based organizations.
 - 2.** Best practices include face-to-face interaction with, and through trusted messengers of, people experiencing homelessness who are living on streets, in encampments, or temporary shelters; being discharged from jails or prisons, hospitals, rehabilitation facilities; and wherever else people may be located.
- C.** Case Management: These activities include the provision of care coordination intended to help clients navigate and address barriers to housing and disability benefits, including connections to Medi-Cal, CalFresh behavioral health agencies, legal aid, etc.

EXHIBIT A.1 – SCOPE OF SERVICES
Housing and Disability Advocacy Program (HDAP)

1. Best practices include regular check-ins and communication, linkages to appropriate supportive services, the tracking of clients' cases, including housing status, disability status, status of other benefits, and any case conferencing notes.
 2. Case management should begin at entry to the program and continue throughout until a person is stably housed, helping to coordinate each step of the disability advocacy and housing process.
 3. Case management ratios should be between 1:10 and 1:25, depending on local considerations.
 4. Participation in case management is voluntary and clients should not be penalized, sanctioned, or disenrolled from HDAP due to failure to attend appointments or their inability to meet with a case manager.
- D. Housing assistance:** HDAP can assist participants in finding and securing interim and permanent housing, maintaining current housing, and stabilizing in new housing.
1. Activities include, but are not limited to, direct financial assistance such as rental subsidies, rental arrearages, interim housing, landlord mediation, landlord incentives, landlord outreach, and housing identification and search activities.
- E. Housing First:** HDAP must operate in accordance with Housing First.
1. WIC Section 8256 requires that all state-funded housing programs operate in accordance with the core components of Housing First as enumerated in WIC Section 8255.
 2. Housing First means that individuals should be connected to housing or housing supports immediately without preconditions, services shall be voluntary, client choice shall be respected, and applicants shall not be rejected on the basis of income, past evictions, substance use, or any other behaviors that may indicate a lack of "housing readiness."
- F. Client Prioritization:** If the HDAP Case Manager is unable to serve every client that self-determines they are at risk of homelessness or unnecessary institutionalization; the case manager will prioritize clients for assistance.
1. CDSS recommends that priority is given to those who have previously been homeless, those with the greatest medical severity and need, current or previous involvement in the criminal justice or foster care systems, and households with children under two years of age.
 2. It is critical that prioritization criteria across each population served (youth, families, and adults without minors) are consistent and not subject to the bias of an individual case manager or staff.
- G. Eviction prevention:** Eviction prevention is distinct from homelessness prevention in that it is not narrowly targeted to only those households who are at risk of homelessness due to a potential eviction.
1. Some households in receipt of an eviction notice may not be at risk of becoming homeless because they are able to find and secure subsequent permanent housing.
 2. Homelessness prevention efforts often include eviction prevention strategies such as short term or one-time financial assistance payments, including payment of back rent, but may also offer more substantial case management or other supportive services.
 3. With the additional program expansion funds, grantees may now have the resources to expand HDAP services (outreach, case management, housing supports and disability benefits advocacy) to include people who are recently homeless or at risk of homelessness including youth and families.

EXHIBIT A.1 – SCOPE OF SERVICES
Housing and Disability Advocacy Program (HDAP)

H. Contractor shall utilize the CoC’s Homeless Management Information System (HMIS) to track all clients. Client’s data at assessment, intake, status update, and exit will be entered within five (5) business days. Reports will be generated from HMIS to determine program outcomes.

I. Contractor shall comply with all state and local HDAP reporting requirements, including required quarterly performance measure reports utilizing the results-based accountability (RBA) model provided in Exhibit F.

EXHIBIT A.2 – SCOPE OF SERVICES
Disability Advocate Services – CalWORKs Referred

Contractor shall provide services in accordance with the following provisions.

I. SERVICE LOCATION(S)

Services rendered pursuant to this Agreement shall be provided at the following location(s):

CommuniCare OLE
500 Jefferson Blvd, Suite B180
West Sacramento, CA 95605

II. PURPOSE

Assist individuals and families with disabilities who are CalWORKs clients in Yolo County secure a sustainable form of disability income by providing disability benefits advocate services.

III. TARGET POPULATION

Individuals and families with disabilities who are CalWORKs Clients and medical eligible in Yolo County.

IV. SERVICES

A. Contractor shall assign a full-time employee who is bilingual English/Spanish in the position of Disability Benefits Advocate (“Advocate”). The Advocate shall be a Certified Enrollment Counselor through Covered California.

B. The Advocate shall assist clients in the target population with preparing and submitting benefits claims to any appropriate disability program, including Supplemental Security Income/ State Supplementary Program for the Aged, Blind and Disabled (SSI/SSP), Social Security Disability Insurance (SSDI), Medi-Cal, CalFresh, Cash Assistance Program for Immigrants (CAPI), Veterans Disability Compensation, and other benefits programs. Enrollment assistance will include a full continuum of services, including qualifying for benefits enrollment, submitting and managing claims applications, transportation to appointments, and referrals to primary care, housing support services and other complementary programs.

C. The Advocate shall work with the County and other partnering agencies in Yolo County to conduct screenings and assess prospective clients for entitlement benefits eligibility. The Advocate shall leverage existing outreach, case management and housing assistance programs already provided through the network of homeless service providers in the Homeless and Poverty Action Coalition to ensure that clients are linked to appropriate services. The Advocate shall also work closely with staff from Yolo County CalWORKs Employment Services Team, to provide services to any individuals who have overlapping circumstance involving homelessness, lack of income and disability.

D. The Advocate shall accept direct referrals from staff from the Yolo County CalWORKs Employment Services Team. The Advocate shall work with referring agencies to ensure that each client referred for services receives a complete assessment to determine eligibility for benefits. Those individuals in the target population who are identified as being the most vulnerable will be prioritized first for available assistance from the Advocate.

E. The Advocate shall meet directly with each client who is referred for assistance, and will assist clients with preparing and filing applications, gathering required documentation, and securing medical evidence of disability.

F. The Advocate shall also act as a liaison between clients, case managers and other service providers to assure that required initial medical and behavioral health examinations are scheduled for clients.

G. The Advocate shall help coordinate transportation for clients to keep important appointments.

EXHIBIT A.2 – SCOPE OF SERVICES
Disability Advocate Services – CalWORKs Referred

H. The Advocate shall provide individualized follow-up on cases, including close communication with claims representatives from the Agency where the claim was submitted. The Advocate shall maintain close communication and follow-up with claims representatives from the Social Security Administration (SSA), including working with a SSA benefits specialist on a weekly basis towards expediting claims determinations. The Advocate shall document weekly follow up communication with SSA including the date, time, result and who they spoke with. The Advocate shall leverage these relationships to provide clients with needed follow-up assistance including appeals, reconsiderations, reinstatements, and recertification. The Advocate shall provide Yolo County monthly reports documenting client progress and contacts with SSA regarding clients.

I. The Contractor shall comply with all state and local reporting requirements, including required quarterly performance measure reports utilizing the results-based accountability (RBA) model provided in Exhibits F.1 and F.2, Performance Measures.

V. REQUIREMENTS

CalWORKs referred clients need to be eligible for the Enhanced Care Management Services.

EXHIBIT D – CONTRACT BUDGET

OLE Health dba CommuniCare OLE		
Housing and Disability Advocacy Program Services		
	Cost Items	Fiscal Year 2017-18 February 1, 2018 through June 30, 2019
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$20,984
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$3,783
2	Operating Costs	\$4,238
3	Direct to Clients	\$0
4	Total	\$29,006

OLE Health dba CommuniCare OLE		
Housing and Disability Advocacy Program Services		
	Cost Items	Fiscal Years 2018-19 and 2019-20 July 1 st through June 30 th
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$51,993
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$9,078
2	Operating Costs	\$8,528
3	Direct to Clients	\$0
4	Total	\$69,600

OLE Health dba CommuniCare OLE		
Housing and Disability Advocacy Program Services		
	Cost Items	Fiscal Year 2020-21 July 1 st through June 30 th
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$90,490.64
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$13,573.59
2	Operating Costs	\$10,680.92
3	Direct to Clients	\$2,250.00
4	Total	\$116,995.15

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EXHIBIT D – CONTRACT BUDGET

OLE Health dba CommuniCare OLE				
Housing and Disability Advocacy Program Services				
Fiscal Year 2021-22				
July 1, 2021 through June 30, 2022				
	Cost Items	HDAP	CalWORKs	Total Program
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$80,243.70	\$65,233.90	\$145,477.60
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$12,036.55	\$9,785.08	\$21,821.63
2	Operating Costs	\$9,536.25	\$6,669.00	\$16,205.25
3	Direct to Clients	\$1,800.00	\$1,500.00	\$3,300.00
4	Total	\$103,616.50	\$83,187.98	\$186,804.48

OLE Health dba CommuniCare OLE				
Housing and Disability Advocacy Program Services				
Fiscal Year 2022-23				
July 1, 2022 through June 30, 2023				
	Cost Items	HDAP	CalWORKs	Total Program
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$125,273.10	\$65,233.90	\$190,507.00
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$18,790.96	\$9,785.08	\$28,576.04
2	Operating Costs	\$14,538.00	\$6,669.00	\$21,207.00
3	Direct to Clients	\$2,700.00	\$1,500.00	\$4,200.00
4	Total	\$161,302.06	\$83,187.98	\$244,490.04

OLE Health dba CommuniCare OLE				
Housing and Disability Advocacy Program Services				
Fiscal Year 2023-24				
July 1, 2023 through June 30, 2024				
	Cost Items	HDAP	CalWORKs	Total Program
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$125,273.10	\$75,930.02	\$201,203.12
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$18,790.96	\$11,373.42	\$30,164.38
2	Operating Costs	\$14,538.00	\$6,196.56	\$20,734.56
3	Direct to Clients	\$2,700.00	\$1,500.00	\$4,200.00
4	Total	\$161,302.06	\$95,000.00	\$256,302.06

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EXHIBIT D – CONTRACT BUDGET

OLE Health dba CommuniCare OLE .		
Housing and Disability Advocacy Program Services		
Fiscal Year 2024-25		
July 1, 2024 through June 30, 2025		
	Cost Items	HDAP
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$134,383.00
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$20,157.40
2	Operating Costs	\$3,196.00
3	Direct to Clients	\$3,565.61
4	Total	\$161,302.00

OLE Health dba CommuniCare OLE		
Disability Advocacy Program Services- CalWORKs referred		
Fiscal Year 2024-25		
July 1, 2024 through June 30, 2025		
	Cost Items	CalWORKs
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$82,609.00
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$12,391.00
2	Operating Costs	\$0.00
3	Direct to Clients	\$0.00
4	Total	\$95,000.00

EXHIBIT F.1 – PERFORMANCE MEASURES

Housing and Disability Advocacy Benefits Services	OLE Health dba CommuniCare OLE	Sara Gavin
Program Purpose	To secure permanent disability income for individuals and families with disabilities in Yolo County.	
PM1: How much did we do?		
1.1	# of people enrolled in disability advocacy services through the Housing and Disability Advocacy Program.	
1.2	# of disability benefit applications submitted.	
PM2: How well did we do it?		
2.1	Average length of time from application submission to placement.	
PM3: Is anyone better off?		
3.1	% and # of applications favorably approved for disability income benefits.	

HDAP Case Manager	OLE Health dba CommuniCare OLE	Sara Gavin
Program Purpose	To secure permanent disability income for individuals and families with disabilities in Yolo County.	
PM1: How much did we do?		
1.1	# of people not otherwise enrolled in an HDAP-eligible case management program who are enrolled in case management services through the Housing and Disability Advocacy Program	
1.2	# of housing assistance applications submitted	
PM2: How well did we do it?		
2.1	Average length of time from housing assistance application submission to placement	
PM3: Is anyone better off?		
3.1	% and # of permanent housing placements	

Performance Measures Reports are due Quarterly as follows:

Submit October 31st for the period of July 1st through September 30th

Submit January 31st for the period of October 1st through December 31st

Submit April 30th for the period of January 1st through March 30th

Submit July 31st for the period of April 1st through June 30th

EXHIBIT F.2 – PERFORMANCE MEASURES

Disability Advocacy Services CalWORKs referred families and individuals	OLE Health dba CommuniCare OLE	Sara Gavin
Program Purpose	To secure permanent disability income for individuals and families with disabilities who are CalWORKS Clients and Medi-Cal eligible in Yolo County.	
Performance Measure 1: How much did we do?		
1.1	# of people enrolled in disability benefits advocacy services through the Disability Advocacy Program	
1.2	# of disability benefits applications submitted	
Performance Measure 2: How well did we do it?		
2.1	Average length of time from application submission to decision	
Performance Measure 3: Is anyone better off?		
3.1	% and # of applications favorably approved for disability income benefits	

Performance Measures Reports are due Quarterly as follows:

- Submit October 31st for the period of July 1st through September 30th
- Submit January 31st for the period of October 1st through December 31st
- Submit April 30th for the period of January 1st through March 30th
- Submit July 31st for the period of April 1st through June 30th