

**FIRST AMENDMENT TO
SOLANO COUNTY STANDARD CONTRACT #2024-209**

This FIRST AMENDMENT TO SOLANO COUNTY STANDARD CONTRACT 2024-209 (“First Amendment”) is entered into as of the 1st day of July 2025, between the County of Solano, a political subdivision of the State of California, for the benefit of First 5 Solano Children and Families Commission, (“**Commission**”), and United Way California Capital Region Solano (“**Contractor**”).

1. Recitals

- A. The parties entered into that certain County of Solano Standard Contract known as contract number 2024-209, dated as of September 1, 2024, (“**Agreement**”), to provide targeted homelessness prevention services to Solano County residents at high risk of experiencing homeless via direct financial assistance, housing stabilization services and legal referrals.
- B. Commission is requesting and Contractor has agreed to provide additional services to 40 households with additional funds from Solano Transportation Authority (STA); and
- C. Commission and Contractor desire to amend the Agreement as set forth below.

2. Agreement

- A. Section 2 of the Agreement is replaced in its entirety with the following:
The Term of the Contract is September 1, 2024 – June 30, 2026.
- B. Section 3 of the Agreement is replaced in its entirety with the following:
The maximum amount of this contract is \$4,200,000 total, as follows:
 - Up to \$1,437,490 for Year 1 (9/1/2024- 6/30/2025)
 - Up to \$2,762,510 for Year 2 (7/1/2025 – 6/30/2026)
- C. Exhibit A-1 (Scope of Work) of the Agreement pertaining to FY 2024/25; FY2025/26 are replaced with the Scope of Work FY2024/025 and Scope of Work 2025/26 into this First Amendment as Exhibit A-2 and A-3.
- D. Exhibit B-1 (Budget Detail and Payment Provisions) of the Agreement pertaining to FY2024/25; FY2025/26 are replaced with Contractor Budget (FY2024/25) and Contractor Budget (FY2025/26) into this First Amendment as Exhibit B-2 and Exhibit B-3.
- E. STA Expenditure Deadline
The Contractor shall expend the full \$150,000 in STA funds no later than December 31, 2025. Any unspent funds as of this date may be subject to reallocation or return to the County, in accordance with funding guidelines.

Except as expressly set forth in this First Amendment, the terms and conditions of the Agreement shall remain unchanged and continue in full force and effect.

CONTRACTOR	COUNTY OF SOLANO
<u>United Way California Capital Region</u> CONTRACTOR'S NAME	 <small>William Emlen (Jun 26, 2025 14:25 PDT)</small> Bill Emlen 06/26/2025 DATED
 <small>Dr. Dawnte Early (Jun 10, 2025 15:07 PDT)</small> SIGNATURE 06/10/2025 DATED	County Administrator TITLE Approved as to Content:  <small>Michele Harris (Jun 10, 2025 15:14 PDT)</small> DEPARTMENT HEAD OR DESIGNEE 06/11/2025 DATED
<u>Dr. Dawnte Early, Chief Executive Officer and President</u> PRINTED NAME AND TITLE	Approved as to Form:  <small>Kelly Welsh (Jun 11, 2025 10:54 PDT)</small> COUNTY COUNSEL 06/11/2025 DATED
10389 Old Placerville Road ADDRESS Sacramento CA 95827 CITY STATE ZIP CODE	

EXHIBIT A-2
SCOPE OF WORK
FY2025/26

AGENCY/PROGRAM NAME:	United Way California Capital Region - Homelessness Prevention Services	FY2025/26
GOAL: What are 1-2 primary goals of your program?	Provide targeted homelessness prevention services to Solano County residents at high risk of experiencing homelessness through direct financial assistance, housing stabilization services and legal referrals.	Link to Community Investment Fund Health Services Needs Assessment - Homelessness Priority Strategy: "Strengthen capacity to address homelessness"

Activity	TASKS	SERVICE COUNTS		OUTCOME
<i>What broad category (ex: parent ed., case mgmt., home visiting, etc.) are you performing?</i>	<i>What services, events and other actions make up the program?</i>	<i># Served: The counts of services provided (to unduplicated clients) and people served over the course of the program. <u>Service Unit Type/Length of Time:</u> The level of services rendered (how often and how long).</i>		<i><u>Outcome:</u> The percentage and number of people for whom the program will affect a desired change. The required percentage must be met regardless of total number served.</i>
	Tasks Within Activity	# Served	Service Unit Type/ Length of time	Outcome
Activity 1 Service Provider Training	Coordinate sufficient number of housing navigators and community partner service providers to deliver homelessness prevention activities. All providers must be trained to utilize <i>Keep People Housed</i> online technology platform and assessment tool.	Attend training facilitated All Home/Bay Area Community Services (BACS - platform administrator)	Training and technical support will be provided as needed. Requests for new service provider trainings must receive approval from First 5 Solano prior to participation in training session.	Service providers are familiar with and utilize the <i>Keep People Housed</i> platform and assessment tool. Service providers adhere to use of the tool as prescribed by All Home/BACS.

<p>Activity 2 Homelessness Prevention Services</p>	<ol style="list-style-type: none"> 1. Intake/Assessment/ Development of Individual Housing Stabilization Plan 2. Flexible Financial Assistance 3. Housing Stabilization Supports 	<ol style="list-style-type: none"> 1. Intake/Assessment/ Development of Individual Housing Stabilization Plan <ol style="list-style-type: none"> a. # Served: 382 households b. UWCCR shall identify households best suited for Cal Aim Services, or Flexible Financial Assistance and/or Housing Stabilization Supports c. Service Units/Length of Time: Weekly for 1 Hour over 2 Weeks 2. Flexible Financial Assistance <ol style="list-style-type: none"> a. # Served: 355 UWCCR households b. Service Units/Length of Time: Average \$4,000/household over 3-6 months 3. Housing Stabilization Supports <ol style="list-style-type: none"> a. # Served: 355 UWCCR households b. Service Units/Length of Time: Weekly for 1 hours over 12 weeks 	<ol style="list-style-type: none"> 1. Intake/Assessment/ Development of Individual Housing Stabilization Plan <ol style="list-style-type: none"> a. 90% of households who are engaged by UWCCR will complete an Individual Housing Stabilization Plan 2. Flexible Financial Assistance <ol style="list-style-type: none"> a. 85% of households who receive flexible financial assistance will remain stably housed for at least 6 months after receiving prevention services b. 85% of households who receive flexible financial assistance will remain stably housed for at least 12 months after receiving prevention services 3. Housing Stabilization Supports <ol style="list-style-type: none"> a. 90% of households served will access one or more supportive service based on their Individual Housing Stabilization Plan b. 50% of households who receive housing stabilization support will remain stably housed for 6 months after receiving such support c. 70% of households who receive housing stabilization supports will
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Activity	TASKS	SERVICE COUNTS		OUTCOME
				<p>have sufficient financial resources (earned income, public benefits, etc.) to reasonably cover housing expenses.</p>
<p>Activity 3 Required Networking and Reporting</p>	<p>Participate in the local Continuum of Care (CoC) by attending regular general membership meetings to build partnerships with other local homeless services providers;</p> <p>Participate in Solano Homeless Management Information System (HMIS) for data entry;</p> <p>Participate in contract check-in meetings with First 5 Solano</p>	<p>Attend monthly collaborative meeting with other homeless service providers;</p> <p>Utilize HMIS for data entry</p> <p>Attend contract check-in meetings with First 5 Solano as needed</p>	<p>1 to 2 hours per meeting</p> <p>Maintain HMIS record keeping on a regular basis</p>	<p># of meetings attended and participation in coordination of services to avoid duplication and support cross-referral as appropriate.</p> <p>Provide efficiency in response to the needs of participants</p>
<p>Activity 4 Outreach and Referral</p>	<p>Promote community awareness of homelessness prevention services offered and assist eligible individuals; Implement strategy to retain households with an individualized housing stabilization plan</p> <p>Follow state and local guidelines for in-person and/or virtual meetings, ensuring equity and taking into account individual client needs for access to services</p>	<p>Provide summary of outreach and communications activities/events, including number of individuals reached;</p> <p>Develop consistent messaging for navigator use, i.e. workshop flyers, sign-in sheets; Utilize common messaging shared by all homelessness prevention community service providers</p>		<p>Participate in overall communications/outreach strategy to engage eligible individuals/households</p> <p>Apply retention strategies to ensure participants complete the program</p>

Activity	TASKS	SERVICE COUNTS	OUTCOME
Activity 5 Data Collection	Access Apricot database to collect aggregate data for the purposes of reporting families served, outcomes completed, etc.	Collection of participant demographic data for monthly and/or quarterly Apricot reports	Reports completed by required deadlines

EXHIBIT B-2
CONTRACTOR BUDGET
(FY2024/25)

Line Item	FTE	Solano County/All Home	Other Sources (CAP Solano JPA)	Total
<u>Personnel</u>				
Housing Sustainability Manager	1	\$61,743	\$6,107	\$67,850
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$0	\$0	\$0
Housing Sustainability Navigator	1	\$0	\$0	\$0
Housing Sustainability Navigator	1	\$0	\$0	\$0
Finance Administrator	0.5	\$31,747	\$1,500	\$16,663
Benefits		\$69,067	\$6,831	\$75,898
Subtotal Personnel		\$315,875	\$29,600	\$345,475
<u>Operating Expenses</u>				
Rent & Utilities		\$18,200	\$1,800	\$20,000
Training & Travel		\$21,863	\$3,038	\$33,750
IT/Phone		\$3,276	\$324	\$3,600
Office Supplies		\$3,640	\$675	\$7,500
Program Supplies		\$3,640	\$810	\$9,000
HMIS		\$6,370	\$630	\$7,000
Other: Payments to Partners for Legal Services & Financial Counseling		\$63,700	\$10,800	\$120,000
Application Assistance (Contract)		\$45,500	\$0	\$45,500
Subtotal Operating Expenses		\$166,189	\$18,077	\$184,266
<u>Direct Financial Assistance</u>				
		\$805,026	\$137,723	\$942,749
Subtotal Direct Financial Assistance		\$805,026	\$137,723	\$942,749
<u>Indirect/Administration</u>				
Indirect/Administration		\$150,400	\$14,600	\$165,000
Subtotal Indirect/Administration		\$150,400	\$14,600	\$165,000
Grand Total Expenses		\$1,437,490	\$200,000	\$1,637,490

FY2024/25 Includes: \$700,000 CIF + \$725,000 All Home + \$600,000 San Francisco Foundation - \$587,510 rollover = \$1,437,490

**EXHIBIT B-3
CONTRACTOR BUDGET
(FY2025/26)**

Line Item	FTE	Solano County/All Home/STA	Other Sources (CAP Solano JPA)	Total
<u>Personnel</u>				
Housing Sustainability Manager	1	\$61,743	\$6,107	\$67,850
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$51,106	\$5,054	\$56,160
Housing Sustainability Navigator	1	\$0	\$0	\$0
Housing Sustainability Navigator	1	\$0	\$0	\$0
Housing Sustainability Navigator	1	\$0	\$0	\$0
Finance Administrator	0.5	\$31,747	\$1,500	\$16,663
Benefits		\$69,067	\$6,831	\$75,898
Subtotal Personnel		\$315,875	\$29,600	\$345,475
<u>Operating Expenses</u>				
Rent & Utilities		\$18,200	\$1,800	\$20,000
Training & Travel		\$21,863	\$3,038	\$24,901
IT/Phone		\$3,276	\$324	\$3,600
Office Supplies		\$3,640	\$675	\$7,500
Program Supplies		\$3,640	\$810	\$9,000
HMIS		\$6,370	\$630	\$7,000
Other: Payments to Partners for Legal Services & Financial Counseling		\$63,700	\$10,800	\$120,000
Application Assistance (Contract)		\$45,500	\$0	\$45,500
Subtotal Operating Expenses		\$166,189	\$18,077	\$184,266
<u>Direct Financial Assistance</u>				
Direct Financial Assistance		\$2,130,046	\$137,723	\$2,267,769
Subtotal Direct Financial Assistance		\$2,130,046	\$137,723	\$2,267,769
<u>Indirect/Administration</u>				
Indirect/Administration		\$150,400	\$14,600	\$165,000
Subtotal Indirect/Administration		\$150,400	\$14,600	\$165,000
Grand Total Expenses		\$2,762,510	\$200,000	\$2,962,510

FY2025/26 Includes: \$700,000 CIF + \$725,000 All Home + \$600,000 San Francisco Foundation + \$150,000 STA + \$587,510 rollover = \$2,762,510
Contract Total \$4,200,000

2024-209 UWCCR - Homelessness Prevention Ammendment FINAL PDF (3)

Final Audit Report

2025-06-26

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