

AN ORDINANCE **2017-02-23-0118**

AUTHORIZING THE REALLOCATION OF \$150,012.00 IN U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) GRANT FUNDING TO THE SAN ANTONIO AIDS FOUNDATION, ALAMO AREA RESOURCE CENTER AND BEAT AIDS COALITION TRUST, INC. FOR HOPWA ELIGIBLE PROGRAMS; AND AUTHORIZING THE EXECUTION OF CONTRACT AMENDMENTS.

* * * * *

WHEREAS, the Housing Opportunities for Persons with AIDS (HOPWA) Program provides funding to support housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families who are homeless or at risk of homelessness; and

WHEREAS, HOPWA funds may be used for supportive services and housing support; and

WHEREAS, on August 4, 2016, through Ordinance 2016-08-04-0554, City Council authorized the HOPWA entitlement grant in the amount of \$1,244,429.00 for FY 2017 as part of the City's FY 2017 Housing and Urban Development Annual Action Plan; and

WHEREAS, funding was awarded to the San Antonio AIDS Foundation, the Alamo Area Resource Center and the BEAT AIDS Coalition Trust, Inc. programs through the FY 2017 and FY 2018 Human and Workforce Development Services Consolidated Funding Process, and approved as part of the FY 2017 Adopted Operating Budget; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

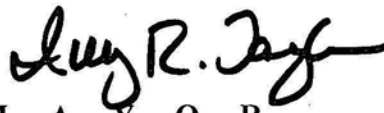
SECTION 1. The reallocation of \$137,590.00 in FY 2017 Housing Opportunities for Persons with AIDS (HOPWA) funding from the San Antonio AIDS Foundation Nursing Facility Housing Operations Program due to facility closure is hereby authorized. Reallocation of \$84,535.00 to the Alamo Area Resource Center (AARC) to support the Housing Works program; \$14,101.00 to BEAT AIDS Coalition Trust, Inc. to support the Case Management program; and \$38,954.00 to the San Antonio AIDS Foundation (SAAF) to support the Transitional Housing program is hereby authorized. Reallocation of \$12,422.00 in unused FY2016 HOPWA funds to the San Antonio AIDS Foundation to support the Transitional Housing Program is also authorized.

SECTION 2. The City Manager, or her designee, or the Director of the Department of Human Services, or her designee, is further authorized to execute amendments to delegate agency contracts with the SAAF, AARC, and BEAT AIDS Coalition Trust, Inc. A copy of each amendment with each of the referenced agencies, in substantially final form, are attached hereto and incorporated herein for all purposes as **Attachment I, II and III**, respectfully.

SECTION 3. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

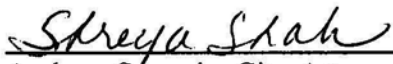
SECTION 4. This ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 23rd day of February, 2017.


M A Y O R
Ivy R. Taylor

ATTEST:

Leticia M. Vadek, City Clerk

APPROVED AS TO FORM:

for Andrew Segovia, City Attorney

Agenda Item:	25 (in consent vote: 4, 5, 6, 9A, 9B, 9C, 11, 12, 14, 15, 16A, 16B, 17, 18, 19, 20, 21, 22, 23, 24, 25, 27)						
Date:	02/23/2017						
Time:	09:31:13 AM						
Vote Type:	Motion to Approve						
Description:	An ordinance authorizing the reallocation of \$150,012.00 in U.S. Department of Housing and Urban Development Housing Opportunities for Persons with AIDS (HOPWA) grant funding to The San Antonio AIDS Foundation, Alamo Area Resource Center and BEAT AIDS Coalition Trust, Inc. for HOPWA eligible programs; and authorizing the execution of contract amendments. [María Villagómez, Assistant City Manager; Melody Woosley, Director, Human Services]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Ivy R. Taylor	Mayor		x				
Roberto C. Treviño	District 1		x				x
Alan Warrick	District 2		x				
Rebecca Viagran	District 3		x				
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5		x				
Ray Lopez	District 6	x					
Cris Medina	District 7		x				
Ron Nirenberg	District 8		x				
Joe Krier	District 9		x				
Michael Gallagher	District 10		x			x	

Contract #4600015909

**AMENDMENT #1
TO DELEGATE AGENCY CONTRACT
WITH
SAN ANTONIO AIDS FOUNDATION**

This amendment (hereinafter referred to as "Amendment") of the San Antonio AIDS Foundation FY 2017 Delegate Agency Contract is entered into by and between the City of San Antonio, a Texas Municipal Corporation, (hereinafter referred to as "City") acting by and through its designated representative, the Director of the Department of Human Services pursuant to Ordinance No. _____, dated _____, 2017, and San Antonio AIDS Foundation (hereinafter referred to as "Contractor").

WHEREAS, the City presently contracts with Contractor for the transitional housing program through the Delegate Agency Contract (hereinafter referred to as "Contract") that was executed on January 26, 2017 pursuant to Ordinance No. 2016-09-15-0693, dated September 15, 2016; and

WHEREAS, pursuant to Section 24.1 of the Contract, City and Contractor agree to an amendment to the Contract so that Contractor may provide additional services for additional funding; and

WHEREAS, it is in the best interest of the parties that an amendment to the Contract now be executed which reflects the modifications in service levels and funding; NOW THEREFORE:

City and Contractor agree to amend the Contract as follows:

1. Section 3.1 is amended to read as follows:

In consideration, the City will reimburse Contractor for costs incurred for each of the Projects listed above in accordance with the budget approved for each Project by the City Council of San Antonio in the above referenced Ordinance, and all subsequently authorized amendments to respective budgets. Said budgets are attached hereto and incorporated herein for all purposes as Attachment A – II for Project A, Attachment C – II for Project C and Attachment D – II for Project D. It is specifically agreed that reimbursement hereunder shall not exceed the combined total amount of \$597,922.00, broken down as follows:

- \$ 95,900.00 Housing Opportunities for Persons with Aids (HOPWA) for Congregate Hot Meal Program for People with HIV/AIDS (Project A);
- \$319,731.00 HOPWA for Long Term Tenant Based Rental Assistance Program – FY 17 funding (Project C);
- \$182,291.00 HOPWA for Transitional Housing Program – FY 17 funding (Project D)

2. Section 3.2 is amended to read as follows:

The funding level of this Contract is based on an allocation from the following funding sources:

\$597,922.00 Housing Opportunities for Persons with Aids (HOPWA) CFDA # 14.241

Consequently, Contractor agrees to comply with the **Funding Guide**, attached hereto and incorporated herein for all purposes as Attachment III.

3. The document attached hereto and incorporated herein as Exhibit I reflects agreed upon revisions to Attachment D-I, the Scope of Work and Scorecard for the Transitional Housing Program. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Scope of Work and Scorecard, and all references in the Contract to these shall mean the documents as revised by this Amendment.
4. The document attached hereto and incorporated herein as Exhibit II reflects agreed upon budget revisions to Attachment D-II, the budget for the Transitional Housing Program. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Budget, and all references in the Contract to the budget shall mean the budget as revised by this Amendment.
5. All other terms, conditions, covenants and provisions of the Contract are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.

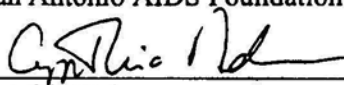
This Amendment has been executed effective as of the date of signature of the last party to sign (the "Effective Date").

CITY OF SAN ANTONIO:

CONTRACTOR:

San Antonio AIDS Foundation

Melody Woosley, Director
Department of Human Services
Date: _____



Cynthia Nelson,
Chief Executive Officer
Date: 1/27/17

APPROVED AS TO FORM:

Assistant City Attorney

ATTACHMENTS

Exhibit I – Scope of Work and Scorecard Revision (amending Attachment D-I in the Contract)

Exhibit II – Budget Revision (amending Attachment D-II in the Contract)

Scope of Work

Exhibit I

**San Antonio AIDS Foundation
Transitional Housing Program for Homeless People with HIV/AIDS
FY 2016-2017**

PROGRAM OBJECTIVE: The goal of this program is to make certain that the special short-term transitional housing needs of the HIV homeless community are being met in a clean, safe facility that affords comfortable shelter as well as other support services.

SERVICE PLAN: This short-term transitional program will provide shelter to those with HIV/AIDS who would otherwise be homeless, due to their financial situation and immediate discharge from an institutional setting until permanent housing and a regular source of income can be achieved. SAAF's transitional housing facility can accommodate up to 20 men, women, and transgender homeless persons with HIV/AIDS. The six bedroom and seven bathroom facility can provide separate bedrooms for men, women, and transgender clients. Individuals are allowed to remain in the program for a up to 6 months. Referrals for this program come from SAAF's Special Care Facility, local AIDS Service Organizations (ASOs), correctional facility discharge planners, and other social service and health agencies. All clients in the program continue to work with their Ryan White case manager for all supportive services and housing plans which are developed with facility staff. Assisting the client's in their health care compliance client's can be issued a bus token to and from each appointment. SAAF transitional housing program is a drug-free environment. Clients being admitted to the program will be drug tested before being admitted and are drug tested randomly as appropriately necessary. Client's will be counseled and referred for substance abuse treatment if appropriate. Clients will be issued bus tokens for medical appointments and employment seeking/interviews. Maintaining a program of this caliber and efficiency requires considerable resources including 24-hour staffing for four full-time case managers and four part-time case managers; facility costs for utilities, maintenance, and repairs, and janitorial, laundry supplies/laundry equipment, and office supplies.

TARGETED POPULATION: The targeted populations for this program are: community-based persons with HIV/AIDS, who are currently homeless; HIV positive individuals being discharged from a medical or correction facility, residential drug program or institution of some kind without a source of income and/or housing; residents in SAAF'S Special Care Facility who are medically appropriate for discharge, but have no source of income/housing; and HIV-positive individuals who have just relocated to San Antonio and have no arranged housing. Clients must have a limited income and be homeless (per HUD definition) because of their monthly financial situation and lack of stable housing.

NUMBER OF PARTICIPANTS/ CLIENTS SERVED: 133 unduplicated clients per year

Delegate Agency Scorecard

Agency Name:	San Antonio AIDS Foundation
Program Name:	Transitional Housing Program for Homeless People with HIV/AIDS
Amount:	\$182,291
Contract Term: October 1, 2016 – September 30, 2017	

Select Category (Select One)

- | | |
|--|--|
| <input type="checkbox"/> Children & Family Services | <input type="checkbox"/> Youth Services |
| <input checked="" type="checkbox"/> Community Safety Net | <input type="checkbox"/> Workforce Development |

Select Program Service Indicator(s) (Select Minimum of One)

- | | |
|--|--|
| <input type="checkbox"/> School Readiness Success | <input type="checkbox"/> Seniors Services |
| <input type="checkbox"/> 3rd Grade Reading | <input checked="" type="checkbox"/> Reduction with Homelessness/Stability of Residence |
| <input type="checkbox"/> High School Graduation Rate/Education Success | <input type="checkbox"/> Teen Pregnancy Reduction |
| <input type="checkbox"/> College & Career Readiness | <input type="checkbox"/> Youth Crime Recidivism Prevention |
| <input type="checkbox"/> Transition Out of Poverty | <input type="checkbox"/> Domestic Violence Reduction |
| <input type="checkbox"/> Employment Gains | <input type="checkbox"/> Child Abuse Reduction |
| <input type="checkbox"/> Removing Family Barriers | <input type="checkbox"/> Improve Family Financial Stability/Financial Literacy |

Outcomes/Results Measures

- Increase the total number of households (133 unduplicated individuals) that will be linked to transitional housing
- Increase in the number of households that exited this HOPWA Program into Stable/Permanent Housing by 50% (67 unduplicated individuals).
- Increase the creation of housing plans for maintaining or establishing stable on-going housing (133 unduplicated individuals)

Additional: Reduce the number of chronically homeless individuals in San Antonio by 25% (33 unduplicated individuals)

Outputs

- Unduplicated Clients 133 unduplicated clients will be served
- 67 unduplicated individuals will transition into stable/permanent housing
- 133 unduplicated individuals will have created housing plans for maintaining or establishing stable on-going housing

Delegate Agency Scorecard

Additional:

33 chronically homeless individuals in San Antonio will receive transitional housing assistance

Data Source and Reporting

1. Agency statistical reports and logs: Data for Transitional housing is collected via daily census counts. The data is then uploaded into an Excel file, where it is arranged by days and months of service, the location where the client came from before intake, and the location where the client went to after discharge.
2. Delegate agency records
3. ARIES (AIDS Regional Information and Evaluation System) and HMIS database reports

Quality Standards

1. Staff will demonstrate the basic knowledge, skills, and strategies to support and promote residential independence and stability.
2. Program has appropriate and sufficient equipment and supplies.
3. Program offers referral to social service agencies to increase health access.

Explanatory Notes

Objective: Provide short term transitional housing for the homeless individuals with HIV/AIDS. Number of clients and days of service are based on past history of service.

The targeted populations for this program are community-based persons with HIV/AIDS, who are currently homeless.

WV 1/27/17

ENA 1-30-17

Kimberly 1/30/17

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: San Antonio AIDS Foundation

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	952,075.00	952,075.00	752,294.00	752,294.00	838,508.00	838,508.00
2. Local Government (other than COSA)	36,300.00	36,300.00	30,000.00	30,000.00	30,000.00	30,000.00
3. State Government	133,483.00	133,483.00	140,000.00	140,000.00	145,000.00	145,000.00
4. Federal Government	1,625,458.00	1,625,458.00	1,750,000.00	1,750,000.00	1,800,000.00	1,800,000.00
5. United Way	334,133.00	334,133.00	330,000.00	330,000.00	330,000.00	330,000.00
6. Foundation Grants	222,669.00	222,669.00	200,000.00	200,000.00	250,000.00	250,000.00
7. Donation	169,130.00	169,130.00	150,000.00	150,000.00	175,000.00	175,000.00
8. Other (list)						
Fundraising	147,984.00	147,984.00	140,000.00	140,000.00	170,000.00	170,000.00
Local Hospital Support	610,853.00	610,853.00	400,000.00	400,000.00	400,000.00	400,000.00
Gains/Interest/Dividends	-11,444.00	0.00	0.00	0.00	0.00	0.00
Residential Rent	31,934.00	31,934.00	20,000.00	20,000.00	25,000.00	25,000.00
Royalties on Minerals	33,336.00	33,336.00	30,000.00	30,000.00	30,000.00	30,000.00
Beneficiary	38,000.00	38,000.00	25,000.00	25,000.00	25,000.00	25,000.00
340B Pharmacy Prog.	1,242,495.00	1,242,495.00	1,200,000.00	1,200,000.00	1,400,000.00	1,400,000.00
Misc. Income	1,200.00	1,200.00	0.00	0.00	0.00	0.00
Depreciation	0.00	81,256.00	0.00	82,000.00	0.00	82,000.00
TOTAL	\$5,567,606.00	\$5,660,308.00	\$5,167,294.00	\$5,249,294.00	\$5,618,508.00	\$5,700,508.00

PROGRAM LINE ITEM BUDGET

Agency Name: San Antonio AIDS Foundation
 Program Title: Transitional Housing

Budget Version: Original
 Total Program Budget: \$182,291.00

COSA GL	Contractor's GL	GL DESCRIPTION			Total Cost to COSA	ESG Programs Only - Agency Match		
** Position Type: All positions must select a Position Type. The Position Type "Program" is defined as any position that provides direct services/contact to a participant of the above named COSA Funded Program. All personnel providing Administration support (eg. CEO,CFO, Accountants and Secretarial staff), use position type "Admin".								
Personnel Services Schedule	Position Title	Position Type	Salary/ Wage Per Pay Period	Number of Pay Periods	Total Annual Salary	% Budgeted/Allocated to COSA	Salary Budgeted/Allocated to COSA	
5101010	66010	House Manager	Program	1,348.00	26	35,048.00	100.00%	35,048.00
5101010	66010	Residential Advocate-After	Program	800.00	9	7,200.00	100.00%	7,200.00
5101010	66010	Residential Advocate-Overn	Program	920.00	9	8,280.00	100.00%	8,280.00
5101010	66010	Residential Advocate-Week	Program	280.00	9	2,520.00	100.00%	2,520.00
5101010	66010	Residential Advocate-Week	Program	240.00	9	2,160.00	100.00%	2,160.00
5101010	66010	Residential Advocate-Wken	Program	240.00	9	2,160.00	100.00%	2,160.00
5101010	66010	Residential Advocate-Wken	Program	240.00	9	2,160.00	100.00%	2,160.00
5101010	66010	Residential Advocate 1	Program	988.00	17	16,796.00	100.00%	16,796.00
5101010	66010	Residential Advocate 2	Program	877.60	17	14,919.20	100.00%	14,919.20
5101010	66010	Residential Advocate 3	Program	800.00	17	13,600.00	100.00%	13,600.00
5101010	66010	Residential Advocate 4	Program	800.00	17	13,600.00	100.00%	13,600.00
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PROGRAM LINE ITEM BUDGET

Agency Name: San Antonio AIDS Foundation

Budget Version: Original

Program Title: Transitional Housing

Total Program Budget: \$182,291.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
5201025		Education		
5203090		Transportation Fees - Must not exceed current IRS Standard Mileage Rate	0.00	
5205050		Freight and Storage		
5204010		Linen and Laundry Service		
5204050	62400	Maintenance and Repair - Buildings and Improvements	10,000.00	
5204080		Maintenance and Repair - Machinery and Equipment		
5208530		Alarm and Security Services		
5201040		Fees to Professional Contractors - (Enter Details Below)	0.00	
		Contractor Name	Purpose/Description of Services to be Provided	Contract Amount
5203040		Advertising and Publication		
5203050		Membership Dues and Licenses		
5203060		Binding, Printing and Reproduction		
5203070		Subscriptions to Publications		
Total Contractual Services			\$10,800.00	\$0.00
Commodities				
5302010	62840	Office Supplies	2,226.33	
5303010	62870	Janitorial Supplies	8,000.00	
5304005	62890	Clothing and Linen Supplies	3,000.00	
5304025		Motor Fuel and Lubricants		
5304070		Recreation Supplies		
5301010	62000	Maintenance and Repair Materials (Buildings and Improvements)	1,000.00	
5301030		Maintenance and Repair Materials (Machinery and Equipment)		
5304076		Computer Software		
5304080	65140	Other Commodities	8,000.00	
		Purpose/Description of Other Commodities	Amount	
		Drug Testing clients	8,000.00	
Total Commodities			\$22,226.33	\$0.00
Fixed Charges				
5403010	61800	Telecommunications	2,000.00	
5404530	61100	Gas and Electricity	7,500.00	
5404540	61200	Water	3,000.00	
5405030		Liability, Hazard, Fidelity Insurance		
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)	0.00	
		(Rental, Medical, Educational, Food for Program Participants, etc.)	Amount	
Total Fixed Charges			\$12,500.00	\$0.00

PROGRAM LINE ITEM BUDGET

Agency Name: San Antonio AIDS Foundation
 Program Title: Transitional Housing

Budget Version: Original
 Total Program Budget: \$182,291.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay				
5501000	62895	Computer Equipment <\$5,000	2,200.00	
5501056		Machinery and Equipment - Other <\$5000		
5501065		Furniture and Fixtures <\$5,000		
Total Capital Outlay			\$2,200.00	\$0.00
Total Program Budget			\$182,291.00	\$0.00

* Administrative Cost % for COSA Program

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

Contract #4600015815

**AMENDMENT #1
TO DELEGATE AGENCY CONTRACT
WITH
ALAMO AREA RESOURCE CENTER**

This amendment (hereinafter referred to as "Amendment") of the Alamo Area Resource Center FY 2017 Delegate Agency Contract is entered into by and between the City of San Antonio, a Texas Municipal Corporation, (hereinafter referred to as "City") acting by and through its designated representative, the Director of the Department of Human Services pursuant to Ordinance No. _____, dated _____, 2017, and Alamo Area Resource Center (hereinafter referred to as "Contractor").

WHEREAS, the City presently contracts with Contractor for the Housing Works program through the Delegate Agency Contract (hereinafter referred to as "Contract") that was executed on December 12, 2016 pursuant to Ordinance No. 2016-09-15-0693, dated September 15, 2016; and

WHEREAS, pursuant to Section 24.1 of the Contract, City and Contractor agree to an amendment to the Contract so that Contractor may provide additional services for additional funding; and

WHEREAS, it is in the best interest of the parties that an amendment to the Contract now be executed which reflects the modifications in service levels and funding; NOW THEREFORE:

City and Contractor agree to amend the Contract as follows:

1. Section 3.1 is amended to read as follows:

In consideration, the City will reimburse Contractor for costs incurred for each of the Projects listed above in accordance with the budget approved for each Project by the City Council of San Antonio in the above referenced Ordinance, and all subsequently authorized amendments to respective budgets. Said budgets are attached hereto and incorporated herein for all purposes as Attachment A – II for Project A and Attachment B – II for Project B. It is specifically agreed that reimbursement hereunder shall not exceed the combined total amount of **\$405,624.00**, broken down as follows:

\$231,473.00 HOPWA for Housing Works (Project A); and
\$174,151.00 HOPWA for Transportation Program (Project B);

2. Section 3.2 is amended to read as follows:

The funding level of this Contract is based on an allocation from the following funding sources:

\$405,624.00 Housing Opportunities for Persons with Aids (HOPWA) CFDA # 14.241

Consequently, Contractor agrees to comply with the **Funding Guide**, attached hereto and incorporated herein for all purposes as Attachment III.

3. The document attached hereto and incorporated herein as Exhibit I reflects agreed upon revisions to Attachment A-I, the Scope of Work and Scorecard for the Housing Works Program. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Scope of Work and Scorecard, and all references in the Contract to these shall mean the documents as revised by this Amendment.
4. The document attached hereto and incorporated herein as Exhibit II reflects agreed upon budget revisions to Attachment A-II, the budget for the Housing Works Program. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Budget, and all references in the Contract to the budget shall mean the budget as revised by this Amendment.
5. All other terms, conditions, covenants and provisions of the Contract are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.

This Amendment has been executed effective as of the date of signature of the last party to sign (the "Effective Date").

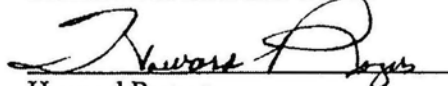
CITY OF SAN ANTONIO:

Melody Woosley, Director
Department of Human Services

Date: _____

CONTRACTOR:

Alamo Area Resource Center



Howard Rogers,
Executive Director

Date: 1/30/17

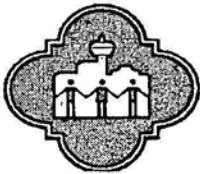
APPROVED AS TO FORM:

Assistant City Attorney

ATTACHMENTS

Exhibit I – Scope of Work and Scorecard Revision (amending Attachment A-I in the Contract)

Exhibit II – Budget Revision (amending Attachment A-II in the Contract)



**CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES**

SCOPE OF WORK

**Alamo Area Resource Center
Housing Works-HOPWA
FY 2016-2017**

PROGRAM OBJECTIVE:

The Alamo Area Resource Center (AARC) proposes to provide Targeted Outreach and Housing Case Management to Persons Living with HIV/AIDS, local non-profit and for profit housing entities, landlords, owners, and managers of leased housing in order to educate and enroll them in GSAHWP, identifying affordable housing and providing placement for individuals and families living with HIV/AIDS

SERVICE PLAN:

The preliminary goal of the project will be to identify and enroll HIV+ individuals into the project to enable the individual client to utilize the GSAHWP computer database to locate safe and affordable housing. The client completes a brief housing assessment with the Housing Specialist and provides all eligibility documents either in hard copy or via the ARIES Client Database. Care Plan Tasks are established with the client to setup milestones for finding properties, i.e., referrals to housing providers, completing lease agreements, etc. Each client is unique and there is not cookie cutter plan on timeline for each client. The time to find safe and affordable housing depends on the individual client circumstances and their required needs. Also taken into consideration of the timeline is the amount of unique barriers a client faces. Many clients have poor rental histories, poor credit histories, criminal histories, cannot afford application fees, or deposits. Many of the landlords that AARC works with waive some of these requirements depending on the circumstances.

The subsequent goal will be to identify eligible landlords, owners and managers of leased property and enroll them in the Project, creating the largest database in Texas specifically designed to connect the disenfranchised with appropriate housing to match specific needs. The original model for GSAHWP was Boston's "HousingWorks Project," which provides a proven successful model for replication in South Texas. AARC's primary goal for GSAHWP has been to identify affordable housing and place individuals and families living with HIV/AIDS to improve their overall quality of life. The Housing Specialist uses various tools and outreach to locate the housing resources, some online tools are craigslist, yahoo searches, mysanantonio.com. S/he also does street outreach to locate individual landlords for houses, duplexes, townhomes, etc.

AARC will continue to employ its Housing Case Manager to maintain oversight of the project; the program Case Manager who provides intake, housing needs assessment, care plan and placement; and one Housing Specialist to perform outreach and recruitment. The staff has been trained in all aspects of local housing markets (including identifying appropriate for-profit and non-profit providers), connecting eligible clients and providers while disseminating information.

Utilizing many pre-existing relationships well established within the target communities, the housing specialist will provide outreach and education for Persons Living with HIV/AIDS via educational



**CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES**

seminars, individual presentations and enroll clients and housing providers in the Project. The housing specialist will provide this outreach to areas where the target population congregate, including neighborhoods where they reside, businesses frequented, community events attended and social service agencies accessed including AIDS service organizations.

TARGETED POPULATION:
HIV+ /AIDS individuals and their families

NUMBER OF PARTICIPANTS/ CLIENTS SERVED: 725

Exhibit I

Delegate Agency Scorecard

Agency Name: Alamo Area Resource Center
Program Name: Housing Works
Amount: \$231,473.00
Contract Term: October 1, 2016 – September 30, 2017

Select Category (Select One)

- | | |
|---|--------------------------|
| 1. Children & Family Services | 3. Youth Services |
| 2. <input checked="" type="checkbox"/> Community Safety Net | 4. Workforce Development |

Select Program Service Indicator(s) (Select Minimum of One)

- | | |
|--|--|
| 1. School Success | 9. Seniors Healthy and Living Independently |
| 2. 3 rd Grade Reading | 10. <input checked="" type="checkbox"/> Reduction with Homelessness/Stability of Residence |
| 3. High School Graduation Rate/Education Success | 11. Teen Pregnancy Reduction |
| 4. College & Career Readiness | 12. Youth Crime Recidivism Prevention |
| 5. High School Graduation Rate | 13. Domestic Violence Reduction |
| 6. Adult Educational Attainment | 14. Child Abuse Reduction |
| 7. Long Term Job Training | 15. Improve Family Financial Stability/Financial Literacy |
| 8. Removing Family Barriers | |

Outcomes/Results/Measures

- 90% of Identified housing are suitable, affordable and safe for individuals and families living with HIV/AIDS, increasing housing stability to placed participants of at least one year.
- Reduce risk of homelessness at least by 50% by providing housing placement stability to program participants
- Improve medical adherence by 75% (at least attend 2 medical appointments within the contract year)

Additional:

75% of the 125 participants will have at least 2 medical visits and decreased Viral Load.

Outputs

- Unduplicated Clients 725 participants served
- 125 Participants moved to permanent housing
- 415 participants referred to affordable housing (under FMR) and supporting services

Additional:

725 Unduplicated participants served will be enter into ARIES and HMIS

Data Source and Reporting

1. AIDS Regional Information and Evaluation Systems (ARIES). In house data-base mandated by Texas Department of State Health Services
2. Homeless Management Information System (HMIS)
3. Housing Case Management Charts/Records

Quality Standards

1. Staff qualification- Skills, Knowledge, and practice experience with Housing services
2. Program has the infrastructure (materials, equipment, supplies) available
3. Program offers opportunities to access safe, affordable housing. Client charts are audited quarterly

Explanatory Notes

WV

1/30/17

EMA

1-30-17

Kinty Rio 1/30/17

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: Alamo Area Resource Center

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	294,373.00	294,373.00	294,373.00	294,373.00	405,624.00	405,624.00
2. Local Government (other than COSA)						
3. State Government	249,292.00	249,292.00	260,000.00	260,000.00	286,000.00	286,000.00
4. Federal Government	2,296,940.00	2,230,362.00	2,750,000.00	2,750,000.00	2,755,000.00	2,755,000.00
5. United Way						
6. Foundation Grants	664,607.00	664,607.00	300,000.00	300,000.00	350,000.00	350,000.00
7. Donation						
8. Other (list)						
AVITA	1,148,331.00	881,719.00	780,000.00	780,000.00	960,000.00	960,000.00
Clinic Expenses			300,000.00	300,000.00	500,000.00	500,000.00
TOTAL	\$4,653,543.00	\$4,320,353.00	\$4,684,373.00	\$4,684,373.00	\$5,256,624.00	\$5,256,624.00

Exhibit II

PROGRAM LINE ITEM BUDGET

Agency Name: Alamo Area Resource Center
 Program Title: Housing Works

Budget Version: Original
 Total Program Budget: \$231,473

COSA GL	Contractor's GL	GL DESCRIPTION		Total Cost to COSA	ESG Programs Only - Agency Match
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
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5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
5101010			0.00	0.00	
Total Salaries 5101010				\$101,847.52	\$0.00
Total Program Salaries				\$66,482.00	\$0.00
Total Admin Salaries				\$35,165.52	\$0.00

			Program Allocation Budgeted	Admin. Allocation Budgeted	Total Allocation to COSA	
Fringe Benefits						
5103005	FICA (7.65% or less of Taxable Income Billed)		5,085.87	2,690.16	7,776.04	
5105010	Retirement (% paid by Employer)		0.00	0.00	0.00	
5104030	Health Insurance		8,400.00	3,060.00	11,460.00	
5103010	Life Insurance		1,329.64	703.31	2,032.95	
5402520	Worker's Compensation		1,329.64	703.31	2,032.95	
5402550	Unemployment Insurance		354.00	172.00	526.00	
Fringe Subtotal			\$16,499.15	\$7,328.78	\$23,827.94	\$0.00
Total Personnel Services (Salaries & Fringe Benefits)					\$125,475.48	\$0.00

Contractual Services					
5205010	Mall and Parcel Post Service			75.98	
5206010	Rental of Facilities			5,037.00	
5205020	Rental of Office Equipment			1,695.00	
5205030	Equipment Leasing				
5207010	Travel Official			0.00	
		Approximate Dates of Travel & Location	Purpose/Event Name	Travel Amount	

PROGRAM LINE ITEM BUDGET

Agency Name: Alamo Area Resource Center
 Program Title: Housing Works

Budget Version: Original
 Total Program Budget: \$231,473

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESC Programs Only - Agency Match
5201025		Education		
5203090		Transportation Fees - Must not exceed current IRS Standard Mileage Rate		
		Anticipated Mileage		
		Rate Per Mile	0.00	
5205050		Freight and Storage		
5204010		Linen and Laundry Service		
5204050		Maintenance and Repair - Buildings and Improvements		
5204080		Maintenance and Repair - Machinery and Equipment		
5208530		Alarm and Security Services		
5201040		Fees to Professional Contractors - (Enter Details Below)	2,500.00	
		Contractor Name	Purpose/Description of Services to be Provided	Contract Amount
		Gregory & Cruichfield	Annual Audit: \$25,000: 10%	2,500.00
5203040		Advertising and Publication		
5203060		Membership Dues and Licenses		
5203060		Binding, Printing and Reproduction		
5203070		Subscriptions to Publications		
Total Contractual Services			\$9,307.98	\$0.00
Commodities				
5302010		Office Supplies	813.00	
5303010		Janitorial Supplies		
5304005		Clothing and Linen Supplies		
5304025		Motor Fuel and Lubricants		
5304070		Recreation Supplies		
5301010		Maintenance and Repair Materials (Buildings and Improvements)		
5301030		Maintenance and Repair Materials (Machinery and Equipment)		
5304075		Computer Software		
5304080		Other Commodities	1,763.56	
		Purpose/Description of Other Commodities	Amount	
		Go-Van dispatch system compliments the transportation program. To be utilized when client needs transportation to view a housing placement referral or a TBRA Housing Client needing medical appointment.	1,763.56	
Total Commodities			\$2,376.56	\$0.00
Fixed Charges				
5403010		Telecommunications	1,153.00	
5404530		Gas and Electricity		
5404540		Water		
5405030		Liability, Hazard, Fidelity Insurance	1,000.00	
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)	92,160.00	
		(Rental, Medical, Educational, Food for Program Participants, etc.)	Amount	
		Tenant Based Rental Assistance		
		10 BR units @ \$768 / 12 months	92,160.00	
Total Fixed Charges			\$94,313.00	\$0.00

PROGRAM LINE ITEM BUDGET

Agency Name: Alamo Area Resource Center
Program Title: Housing Works

Budget Version: Original
Total Program Budget: \$231,473

COSA GL	Contractor's GL	GL DESCRIPTION			Total Cost to COSA	ESG Programs Only - Agency Match		
** Position Type: All positions must select a Position Type. The Position Type "Program" is defined as any position that provides direct services/contact to a participant of the above named COSA Funded Program. All personnel providing Administration support (eg. CEO,CFO, Accountants and Secretarial staff), use position type "Admin".								
Personnel Services Schedule	Position/Title	**Position Type	Salary/ Wage Per Psy Period	Number of Pay Periods	Total Annual Salary	% Budgeted/ Allocated to COSA	Salary Budgeted/ Allocated to COSA	
5101010	Rogers	Executive Director	Admin	4,235.20	26	110,115.20	5.00%	5,505.76
5101010	Montalvo	Finance Manager	Admin	2,655.20	26	69,035.20	5.00%	3,451.78
5101010	Wade	Billing Clerk	Admin	1,344.00	26	34,944.00	75.00%	26,208.00
5101010	Para	Housing Case Manager	Program	1,456.00	26	37,856.00	75.00%	28,392.00
5101010	Falcon	Housing Case Manager	Program	1,465.00	26	38,090.00	100.00%	38,090.00
5101010					0.00			0.00
5101010					0.00			0.00
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5101010					0.00			0.00

PROGRAM LINE ITEM BUDGET

Agency Name: Alamo Area Resource Center
 Program Title: Housing Works

Budget Version: Original
 Total Program Budget: \$231,473

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay				
5501000		Computer Equipment <\$5,000		
5501055		Machinery and Equipment - Other <\$5000		
5501065		Furniture and Fixtures <\$5,000		
Total Capital Outlay			\$0.00	\$0.00
Total Program Budget			\$231,473	\$0.00

* Administrative Cost % for COSA Program 18.36%

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

COSA USE ONLY

Approved

Program Monitor Signature

1/26/17

Date

Approved

Fiscal Monitor Signature

1/27/17

Date

Approved

Additional Fiscal Approver Signature

1/27/17

Date

Contract #4600015762

**AMENDMENT #1
TO DELEGATE AGENCY CONTRACT
WITH
BEAT AIDS COALITION TRUST, INC.**

This amendment (hereinafter referred to as "Amendment") of the Beat AIDS Coalition Trust, Inc. FY 2017 Delegate Agency Contract is entered into by and between the City of San Antonio, a Texas Municipal Corporation, (hereinafter referred to as "City") acting by and through its designated representative, the Director of the Department of Human Services pursuant to Ordinance No. _____, dated _____, 2017, and Beat AIDS Coalition Trust, Inc. (hereinafter referred to as "Contractor").

WHEREAS, the City presently contracts with Contractor for case management services through the Delegate Agency Contract (hereinafter referred to as "Contract") that was executed on November 20, 2016 pursuant to Ordinance No. 2016-09-15-0693, dated September 15, 2016; and

WHEREAS, pursuant to Section 24.1 of the Contract, City and Contractor agree to an amendment to the Contract so that Contractor may provide additional services for additional funding; and

WHEREAS, it is in the best interest of the parties that an amendment to the Contract now be executed which reflects the modifications in service levels and funding; NOW THEREFORE:

City and Contractor agree to amend the Contract as follows:

1. Section 3.1 is amended to read as follows:

In consideration, the City will reimburse Contractor for costs incurred in accordance with the budget approved by City Council of San Antonio in the above referenced Ordinance, and all subsequently authorized amendments to that budget. Said budget is attached hereto and incorporated herein for all purposes as Attachment II. It is specifically agreed that reimbursement hereunder shall not exceed the total amount of **\$61,601.00**.

2. Section 3.2 is amended to read as follows:

The funding level of this Contract is based on an allocation from the following funding sources:

\$61,601.00 Housing Opportunities for Persons with Aids (HOPWA) CFDA # 14.241

Consequently, Contractor agrees to comply with the **Funding Guide**, attached hereto and incorporated herein for all purposes as Attachment III.

3. The document attached hereto and incorporated herein as Exhibit I reflects agreed upon revisions to Attachment I, the Scope of Work and Scorecard for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Scope of Work and Scorecard, and all references in the Contract to these shall mean the documents as revised by this Amendment.
4. The document attached hereto and incorporated herein as Exhibit II reflects agreed upon budget revisions to Attachment II, the budget for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Budget, and all references in the Contract to the budget shall mean the budget as revised by this Amendment.
5. All other terms, conditions, covenants and provisions of the Contract are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.

This Amendment has been executed effective as of the date of signature of the last party to sign (the "Effective Date").


CITY OF SAN ANTONIO:

Melody Woosley, Director
Department of Human Services

Date: _____

CONTRACTOR:

Beat AIDS Coalition Trust, Inc.



Michele Durham,
Executive Director

Date: 1-20-17

APPROVED AS TO FORM:

Assistant City Attorney

ATTACHMENTS

- Exhibit I – Scope of Work and Scorecard Revision (amending Attachment I in the Contract)
- Exhibit II – Budget Revision (amending Attachment II in the Contract)



CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES

SCOPE OF WORK

Agency Name: BEAT AIDS Coalition Trust
Program Name: Case Management
FY 2016-2017

PROGRAM OBJECTIVE:

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment.

Below are the objectives that are aligned with FY 16-17 in the category of Community Safety Net: Reduction with homelessness/stability of Residence

- 70 of participants will be adherent to medical care. Adherence to medical care will be documented in 1 of 4 ways: medication log, lab report, provider confirmation, or pharmacy confirmation.
- 70 of Participants will improve homelessness and will remain in a stable residence as demonstrated by documentations provided quarterly Case Management visits.

SERVICE PLAN:

BEAT AIDS home office is located at 1017 N. Main, Suite 200; however, case management services will be provided at our satellite office located at 618 Hudson Street. BEAT-AIDS provides services to targeted populations Monday through Friday, 8:30 AM to 5:30 PM. The purpose of Case Management is to assist clients with HIV/AIDS to get into medical care and remain in care by the coordination and/or procurement of needed services so that the problems associated with living with the disease are mitigated. Case Managers help empower clients to develop and utilize independent living skills and strategies that increase the likelihood of adherence to medical care.

The Case Manager completes a full intake package on each client upon entry into Case Management. The intake includes demographics, medical, emotional, mental, and personal history. The Case Manager's knowledge of each client, from testing HIV positive, through death, will facilitate access to care and complement the continuum of care. BEAT-AIDS has an extensive referral network at all stages throughout the continuum. Referrals will address needs that could otherwise create barriers to

entering care or staying in care. In addition, 100% of participants will be entered into HMIS, an information system shared by multiple providers to enhance collaboration efforts.

BEAT-AIDS Case Managers will train and coach clients in accessing services and in understanding chemical dependency (where applicable) and HIV/AIDS treatment. They will refer clients to appropriate services with understanding, and without judgment or stigmatizing the client. The BEAT-AIDS team is diverse and culturally sensitive, helping clients to trust and relate to agency staff.

The proposed Case Management services will positively impact clients' ability to remain in care by:

- Meeting client's stated needs (including their need for Case Management)
- Overcoming the client's stated barriers by referring them – and, if necessary, accompanying clients – to services whose lack would constitute a barrier (ie. Transportation, housing, food, co-pays for medications and doctor's visits, identification, support groups etc.)
- Introducing clients to culturally sensitive service providers and client advocates
- Providing training and coaching in accessing services and understanding chemical dependency and HIV/AIDS treatment
- Counseling and referral to appropriate services with nonjudgmental understanding and without stigma
- Providing specialized and individual case management services
- Referring clients to support groups, opportunities to create support network and client advocate assistance

Case managers are the bridge to medical treatment and adherence for individuals who are identified as individuals who participate in high-risk behavior.

TARGETED POPULATION:

The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.

NUMBER OF PARTICIPANTS/ CLIENTS SERVED:

BEAT AIDS will provide Case Management services to a total of 95 unduplicated HIV positive clients for the year. A minimum number of 46 individuals will be served by the end of each month out of the total case load.

Delegate Agency Scorecard

Agency Name: BEAT AIDS COALITION TRUST

Program Name: Case Management (CM)

Amount: \$61,601.00

Contract Term: October 1, 2016 – September 30, 2017

Select Category (Select One)

- 1. Youth and Family Services
- 2. Youth Services
- 3. **X Community Safety Net**
- 4. Workforce Development

Select Program Service Indicator(s) (Select Minimum of One)

- | | |
|--|--|
| 1. School Readiness Success | 8. Seniors Services |
| 2. 3 rd Grade Reading | 9. X Reduction with Homelessness/Stability of Residence |
| 3. High School Graduation Rate/Education Success | 10. Teen Pregnancy Reduction |
| 4. College & Career Readiness | 11. Youth Crime Recidivism Prevention |
| 5. Transition Out of Poverty | 12. Domestic Violence Reduction |
| 6. Employment Gains | 13. Child Abuse Reduction |
| 7. Removing Family Barriers | 14. Improve Family Financial Stability/Financial Literacy |

Outcomes/Results Measures

- 1. 70 Participants will improve homelessness/stability of residence as demonstrated by documentation provided during quarterly Case Management visits.
- 2. 70 Participants will be adherent medical care.

Outputs

- 1. 95 HIV positive Unduplicated Participants served per year
- 2. 46 Participants served per Month
- 3. 95 Participants entered into HMIS within 24-48 hours from intake

Addition:

35 Participants will receive bus passes

Data Source and Reporting

- 1. Lab work documentation, medication log, provider confirmation, and/or pharmacy confirmation. (Any one of these source documents is sufficient).
- 2. HMIS
- 3. National Quality Center for Improving HIV Care (<http://nationalqualitycenter.org/>); this data source provides HIV/AIDS quality training, medical adherence measures, and monitoring & evaluation guidance used by the BEAT AIDS Case Management Program to ensure quality program outcomes.

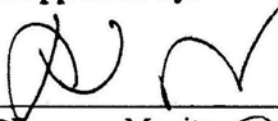
Quality Standards

1. One educational/didactic group is led by a Licensed Chemical Dependency counselor and another is led by a facilitator who is an advanced Nurse Practitioner with a Ph.D. A third group is facilitated by the Executive Director who has a Master's Degree in Education. Cognitive and behavioral based theory will also be used to facilitate some groups.
2. Case managers and agency management demonstrate basic knowledge, skills and strategies to support and promote increased medical adherence.

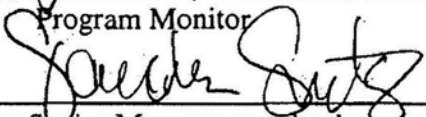
Explanatory Notes

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment. Case managers are the bridge to medical treatment and adherence for individuals who are identified as those who participate in high-risk behavior. The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or minority women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.


Reviewed and approved by:



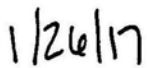
Program Monitor



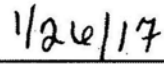
Senior Management Analyst




Contract Administrator



Date



Date



Date

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: BEAT AIDS COALITION TRUST

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	47,500.00	47,500.00	47,500.00	47,500.00	61,601.00	61,601.00
2. Local Government (other than COSA)	35,000.00	35,000.00	161,942.85	161,942.85	181,942.00	181,942.00
3. State Government						
4. Federal Government	1,234,501.00	1,234,501.00	1,578,655.15	1,578,655.15	2,108,828.00	2,108,828.00
5. United Way						
6. Foundation Grants	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
7. Donation	207,702.52	207,702.52	227,502.00	227,502.00	237,502.00	237,502.00
8. Other (list)	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00
TOTAL	\$1,609,103.52	\$1,609,103.52	\$2,100,000.00	\$2,100,000.00	\$2,674,273.00	\$2,674,273.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA		ESC Programs Only - Agency Match
5201025		Education			
5203080		Transportation Fees - Must not exceed current IRS Standard Mileage Rate	Anticipated Mileage	Rate Per Mile	0.00
5205050		Freight and Storage			
5204010		Linen and Laundry Service			
5204050		Maintenance and Repair - Buildings and Improvements			
5204080		Maintenance and Repair - Machinery and Equipment			
5208530		Alarm and Security Services			
5201040		Fees to Professional Contractors - (Enter Details Below)			0.00
		Contractor Name	Purpose/Description of Services to be Provided	Contract Amount	
5203040		Advertising and Publication			
5203050		Membership Dues and Licenses			
5203060		Binding, Printing and Reproduction			
5203070		Subscriptions to Publications			
Total Contractual Services				\$3,339.98	\$0.00

Commodities					
5302010	5515	Office Supplies			800.00
5303010		Janitorial Supplies			
5304005		Clothing and Linen Supplies			
5304025		Motor Fuel and Lubricants			
5304070		Recreation Supplies			
5301010		Maintenance and Repair Materials (Buildings and Improvements)			
5301030		Maintenance and Repair Materials (Machinery and Equipment)			
5304075		Computer Software			
5304080		Other Commodities			0.00
		Purpose/Description of Other Commodities		Amount	
Total Commodities				\$800.00	\$0.00

Fixed Charges					
5403010		Telecommunications			
5404530		Gas and Electricity			
5404540		Water			
5405030		Liability, Hazard, Fidelity Insurance			
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)			1,520.00
		(Rental, Medical, Educational, Food for Program Participants, etc.)		Amount	
		VIA TRANSIT: 6 bus passes X \$38.00 per bus pass X 8 months = \$1,824.00			1,520.00
Total Fixed Charges				\$1,520.00	\$0.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,601.00

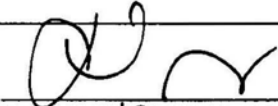
COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay				
5501000	5405	Computer Equipment <\$5,000	1,967.52	
5501053		Machinery and Equipment - Other <\$5000		
5501065		Furniture and Fixtures <\$5,000		
Total Capital Outlay			\$1,967.52	\$0.00
Total Program Budget			\$81,601.00	\$0.00

* Administrative Cost % for COSA Program

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

COSA USE ONLY

Approved

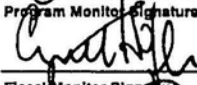


1/26/17

Program Monitor Signature

Date

Approved



1/26/17

Fiscal Monitor Signature

Date

Approved



1/27/17

Additional Fiscal Approver Signature

Date

**AMENDMENT #1
TO DELEGATE AGENCY CONTRACT
WITH
BEAT AIDS COALITION TRUST, INC.**

This amendment (hereinafter referred to as "Amendment") of the Beat AIDS Coalition Trust, Inc. FY 2017 Delegate Agency Contract is entered into by and between the City of San Antonio, a Texas Municipal Corporation, (hereinafter referred to as "City") acting by and through its designated representative, the Director of the Department of Human Services pursuant to Ordinance No. _____, dated _____, 2017, and Beat AIDS Coalition Trust, Inc. (hereinafter referred to as "Contractor").

WHEREAS, the City presently contracts with Contractor for case management services through the Delegate Agency Contract (hereinafter referred to as "Contract") that was executed on November 20, 2016 pursuant to Ordinance No. 2016-09-15-0693, dated September 15, 2016; and

WHEREAS, pursuant to Section 24.1 of the Contract, City and Contractor agree to an amendment to the Contract so that Contractor may provide additional services for additional funding; and

WHEREAS, it is in the best interest of the parties that an amendment to the Contract now be executed which reflects the modifications in service levels and funding; NOW THEREFORE:

City and Contractor agree to amend the Contract as follows:

1. Section 3.1 is amended to read as follows:

In consideration, the City will reimburse Contractor for costs incurred in accordance with the budget approved by City Council of San Antonio in the above referenced Ordinance, and all subsequently authorized amendments to that budget. Said budget is attached hereto and incorporated herein for all purposes as Attachment II. It is specifically agreed that reimbursement hereunder shall not exceed the total amount of **\$61,601.00**.

2. Section 3.2 is amended to read as follows:

The funding level of this Contract is based on an allocation from the following funding sources:

\$61,601.00 Housing Opportunities for Persons with Aids (HOPWA) CFDA # 14.241

Consequently, Contractor agrees to comply with the **Funding Guide**, attached hereto and incorporated herein for all purposes as Attachment III.

3. The document attached hereto and incorporated herein as Exhibit I reflects agreed upon revisions to Attachment I, the Scope of Work and Scorecard for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Scope of Work and Scorecard, and all references in the Contract to these shall mean the documents as revised by this Amendment.
4. The document attached hereto and incorporated herein as Exhibit II reflects agreed upon budget revisions to Attachment II, the budget for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Budget, and all references in the Contract to the budget shall mean the budget as revised by this Amendment.
5. All other terms, conditions, covenants and provisions of the Contract are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.


This Amendment has been executed effective as of the date of signature of the last party to sign (the "Effective Date").

CITY OF SAN ANTONIO:

CONTRACTOR:

Beat AIDS Coalition Trust, Inc.

Melody Woosley, Director
Department of Human Services



Michele Durham,
Executive Director

Date: _____

Date: 1-20-17

APPROVED AS TO FORM:

Assistant City Attorney

ATTACHMENTS

- Exhibit I – Scope of Work and Scorecard Revision (amending Attachment I in the Contract)
- Exhibit II – Budget Revision (amending Attachment II in the Contract)



CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES

SCOPE OF WORK

Agency Name: BEAT AIDS Coalition Trust
Program Name: Case Management
FY 2016-2017

PROGRAM OBJECTIVE:

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment.

Below are the objectives that are aligned with FY 16-17 in the category of Community Safety Net: Reduction with homelessness/stability of Residence

- 70 of participants will be adherent to medical care. Adherence to medical care will be documented in 1 of 4 ways: medication log, lab report, provider confirmation, or pharmacy confirmation.
- 70 of Participants will improve homelessness and will remain in a stable residence as demonstrated by documentations provided quarterly Case Management visits.

SERVICE PLAN:

BEAT AIDS home office is located at 1017 N. Main, Suite 200; however, case management services will be provided at our satellite office located at 618 Hudson Street. BEAT-AIDS provides services to targeted populations Monday through Friday, 8:30 AM to 5:30 PM. The purpose of Case Management is to assist clients with HIV/AIDS to get into medical care and remain in care by the coordination and/or procurement of needed services so that the problems associated with living with the disease are mitigated. Case Managers help empower clients to develop and utilize independent living skills and strategies that increase the likelihood of adherence to medical care.

The Case Manager completes a full intake package on each client upon entry into Case Management. The intake includes demographics, medical, emotional, mental, and personal history. The Case Manager's knowledge of each client, from testing HIV positive, through death, will facilitate access to care and complement the continuum of care. BEAT-AIDS has an extensive referral network at all stages throughout the continuum. Referrals will address needs that could otherwise create barriers to

entering care or staying in care. In addition, 100% of participants will be entered into HMIS, an information system shared by multiple providers to enhance collaboration efforts.

BEAT-AIDS Case Managers will train and coach clients in accessing services and in understanding chemical dependency (where applicable) and HIV/AIDS treatment. They will refer clients to appropriate services with understanding, and without judgment or stigmatizing the client. The BEAT-AIDS team is diverse and culturally sensitive, helping clients to trust and relate to agency staff.

The proposed Case Management services will positively impact clients' ability to remain in care by:

- Meeting client's stated needs (including their need for Case Management)
- Overcoming the client's stated barriers by referring them – and, if necessary, accompanying clients – to services whose lack would constitute a barrier (ie. Transportation, housing, food, co-pays for medications and doctor's visits, identification, support groups etc.)
- Introducing clients to culturally sensitive service providers and client advocates
- Providing training and coaching in accessing services and understanding chemical dependency and HIV/AIDS treatment
- Counseling and referral to appropriate services with nonjudgmental understanding and without stigma
- Providing specialized and individual case management services
- Referring clients to support groups, opportunities to create support network and client advocate assistance

Case managers are the bridge to medical treatment and adherence for individuals who are identified as individuals who participate in high-risk behavior.

TARGETED POPULATION:

The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.

NUMBER OF PARTICIPANTS/ CLIENTS SERVED:

BEAT AIDS will provide Case Management services to a total of 95 unduplicated HIV positive clients for the year. A minimum number of 46 individuals will be served by the end of each month out of the total case load.

Delegate Agency Scorecard

Agency Name: BEAT AIDS COALITION TRUST
 Program Name: Case Management (CM)
 Amount: \$61,601.00
 Contract Term: October 1, 2016 – September 30, 2017

Select Category (Select One)

- 1. Youth and Family Services
- 2. Youth Services
- 3. **X Community Safety Net**
- 4. Workforce Development

Select Program Service Indicator(s) (Select Minimum of One)

- | | |
|--|--|
| 1. School Readiness Success | 8. Seniors Services |
| 2. 3 rd Grade Reading | 9. X Reduction with Homelessness/Stability of Residence |
| 3. High School Graduation Rate/Education Success | 10. Teen Pregnancy Reduction |
| 4. College & Career Readiness | 11. Youth Crime Recidivism Prevention |
| 5. Transition Out of Poverty | 12. Domestic Violence Reduction |
| 6. Employment Gains | 13. Child Abuse Reduction |
| 7. Removing Family Barriers | 14. Improve Family Financial Stability/Financial Literacy |

Outcomes/Results Measures

- 1. 70 Participants will improve homelessness/stability of residence as demonstrated by documentation provided during quarterly Case Management visits.
- 2. 70 Participants will be adherent medical care.

Outputs

- 1. 95 HIV positive Unduplicated Participants served per year
- 2. 46 Participants served per Month
- 3. 95 Participants entered into HMIS within 24-48 hours from intake

Addition:

35 Participants will receive bus passes

Data Source and Reporting

- 1. Lab work documentation, medication log, provider confirmation, and/or pharmacy confirmation. (Any one of these source documents is sufficient).
- 2. HMIS
- 3. National Quality Center for Improving HIV Care (<http://nationalqualitycenter.org/>); this data source provides HIV/AIDS quality training, medical adherence measures, and monitoring & evaluation guidance used by the BEAT AIDS Case Management Program to ensure quality program outcomes.

Quality Standards

1. One educational/didactic group is led by a Licensed Chemical Dependency counselor and another is led by a facilitator who is an advanced Nurse Practitioner with a Ph.D. A third group is facilitated by the Executive Director who has a Master's Degree in Education. Cognitive and behavioral based theory will also be used to facilitate some groups.
2. Case managers and agency management demonstrate basic knowledge, skills and strategies to support and promote increased medical adherence.

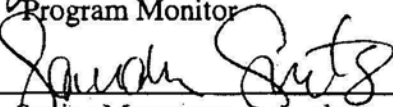
Explanatory Notes

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment. Case managers are the bridge to medical treatment and adherence for individuals who are identified as those who participate in high-risk behavior. The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or minority women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.

Reviewed and approved by:



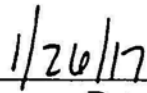
Program Monitor



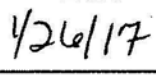
Senior Management Analyst



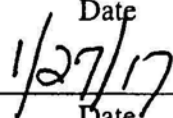
Contract Administrator



Date



Date



Date

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: BEAT AIDS COALITION TRUST

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	47,500.00	47,500.00	47,500.00	47,500.00	61,601.00	61,601.00
2. Local Government (other than COSA)	35,000.00	35,000.00	161,942.85	161,942.85	181,942.00	181,942.00
3. State Government						
4. Federal Government	1,234,501.00	1,234,501.00	1,578,655.15	1,578,655.15	2,108,828.00	2,108,828.00
5. United Way						
6. Foundation Grants	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
7. Donation	207,702.52	207,702.52	227,502.00	227,502.00	237,502.00	237,502.00
8. Other (list)	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00
TOTAL	\$1,609,103.52	\$1,609,103.52	\$2,100,000.00	\$2,100,000.00	\$2,674,273.00	\$2,674,273.00

Exhibit II

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION					Total Cost to COSA	ESG Programs Only - Agency Match
** Position Type: All positions must select a Position Type. The Position Type "Program" is defined as any position that provides direct services/contact to a participant of the above named COSA Funded Program. All personnel providing Administration support (eg. CEO,CFO, Accountants and Secretarial staff), use position type "Admin".								
Personnel Services Schedule	Position/Title	**Position Type	Salary/ Wage Per Pay Period	Number of Pay Periods	Total Annual Salary	% Budgeted/ Allocated to COSA	Salary Budgeted/ Allocated to COSA	
5101010	5105	Case Manager	Program	1,088.55	24	26,125.20	100.00%	26,125.20
5101010	5105	Client Advocate	Program	677.09	24	16,250.16	100.00%	16,250.16
5101010						0.00		0.00
5101010						0.00		0.00
5101010						0.00		0.00
5101010						0.00		0.00
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5101010						0.00		0.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION			Total Cost to COSA	ESG Programs Only - Agency Match
5101010				0.00	0.00	
5101010				0.00	0.00	
5101010				0.00	0.00	
5101010				0.00	0.00	
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5101010				0.00	0.00	
5101010				0.00	0.00	
5101010				0.00	0.00	
Total Salaries 5101010					\$42,375.36	\$0.00
Total Program Salaries					\$42,375.36	\$0.00
Total Admin Salaries					\$0.00	\$0.00
Fringe Benefits						
				Program Allocation Budgeted	Admin. Allocation Budgeted	Total Allocation to COSA
5103005	5205	FICA (7.65% or less of Taxable Income Billed)		3,241.72		3,241.72
5105010	5226	Retirement (% paid by Employer)	1.00%	423.75		423.75
5104030	5223	Health Insurance		3,847.68		3,847.68
5103010	5224	Life Insurance		72.04		72.04
5402520	5225	Worker's Compensation		847.51		847.51
5402550	5216	Unemployment Insurance		3,165.44		3,165.44
Fringe Subtotal				\$11,598.14	\$0.00	\$11,598.14
Total Personnel Services (Salaries & Fringe Benefits)					\$53,973.50	\$0.00
Contractual Services						
5205010		Mall and Parcel Post Service				
5206010	5713	Rental of Facilities				3,339.98
5205020		Rental of Office Equipment				
5205030		Equipment Leasing				
5207010		Travel Official				0.00
		Approximate Dates of Travel & Location	Purpose/Event Name	Travel Amount		

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
5201025		Education		
5203090		Transportation Fees - Must not exceed current IRS Standard Mileage Rate	0.00	
5205050		Freight and Storage		
5204010		Linen and Laundry Service		
5204050		Maintenance and Repair - Buildings and Improvements		
5204080		Maintenance and Repair - Machinery and Equipment		
5208530		Alarm and Security Services		
5201040		Fees to Professional Contractors - (Enter Details Below)	0.00	
		Contractor Name	Contract Amount	
		Purpose/Description of Services to be Provided		
5203040		Advertising and Publication		
5203050		Membership Dues and Licenses		
5203060		Binding, Printing and Reproduction		
5203070		Subscriptions to Publications		
Total Contractual Services			\$3,339.98	\$0.00
Commodities				
5302010	5515	Office Supplies	800.00	
5303010		Janitorial Supplies		
5304005		Clothing and Linen Supplies		
5304025		Motor Fuel and Lubricants		
5304070		Recreation Supplies		
5301010		Maintenance and Repair Materials (Buildings and Improvements)		
5301030		Maintenance and Repair Materials (Machinery and Equipment)		
5304075		Computer Software		
5304080		Other Commodities	0.00	
		Purpose/Description of Other Commodities	Amount	
Total Commodities			\$800.00	\$0.00
Fixed Charges				
5403010		Telecommunications		
5404530		Gas and Electricity		
5404540		Water		
5405030		Liability, Hazard, Fidelity Insurance		
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)	1,520.00	
		(Rental, Medical, Educational, Food for Program Participants, etc.)	Amount	
		VIA TRANSIT: 5 bus passes X \$38.00 per bus pass X 8 months = \$1,520	1,520.00	
Total Fixed Charges			\$1,520.00	\$0.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST

Budget Version: Original

Program Title: Case Management

Total Program Budget: \$81,601.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay				
5501000	5405	Computer Equipment <\$5,000	1,967.52	
5501055		Machinery and Equipment - Other <\$5000		
5501065		Furniture and Fixtures <\$5,000		
Total Capital Outlay			\$1,967.52	\$0.00
Total Program Budget			\$81,601.00	\$0.00

* Administrative Cost % for COSA Program 0.00%

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

COSA USE ONLY

Approved [Signature] 1/26/17
Program Monitor Signature Date

Approved [Signature] 1/26/17
Fiscal Monitor Signature Date

Approved [Signature] 1/27/17
Additional Fiscal Approver Signature Date