

Utah Homelessness Council (UHC)

Agenda Item - Executive Summary

Purpose:

- Decision
- Informational

Meeting Date: August 10, 2023

Subject: Salt Lake County Winter Response Plan

Submitted by: Office of Homeless Services (OHS)

SUMMARY

Utah code [35A-16-5](#) required the Council of Governments (COG) of Salt Lake County to convene a winter response task force and to submit a winter response plan to the Office of Homeless Services (office) that would address the shelter needs of individuals experiencing homelessness from October 15, 2022 – April 30, 2023 on or before August 1, 2023.

The office wants to recognize the effort and coordination that has taken place over the last few months between the COG, the Salt Lake County winter task force, and the Salt Lake Valley Coalition to End Homelessness. It has been impressive to see leadership across the county come together to work on addressing the needs of individuals experiencing homelessness.

Per Utah code 35A-16-502, the office is required conduct a review of the winter response plan for compliance with the requirements outlined in code, and to send a written notice of the office's determination regarding compliance on or before August 15, 2023. An applicable county is considered non-compliant if the county's task force fails to submit a timely winter response, or the office determines that the winter response prepared does not comply with the requirements.

RESULTS

The office received a completed plan on August 1, 2023. The plan has been accepted by the office as it meets the requirements outlined in 35A-16-502. However, the revenue sources identified in the submitted budget are not adequate to fully execute the plan.

NEXT STEPS

The office will coordinate with Salt Lake County, applicable cities, the Salt Lake Valley Coalition to End Homelessness, and service providers identified in the plan over the next month to work out details in the plan and funding. The office will report the executable plan to the Utah Homelessness Council in a special meeting to be convened in September.



Salt Lake County Winter Response Plan
DUE BY AUGUST 1, 2023

Email the completed packet to Wayne Niederhauser and Tricia Davis

Questions about this packet can be directed to Wayne Niederhauser at wniederhauser@utah.gov or to Tricia Davis at tadavis@utah.gov in the State Office of Homeless Services.

PLANNING PROCESS

Briefly describe the planning process, meetings that took place, and work groups that were created.

The statutorily identified members met in an initial meeting to establish chairs and determine relevant subgroups. It was determined that subgroups were not required, although throughout the planning process, smaller groups met to focus on parts of the plan, including site selection, code blue, and budgetary planning. Salt Lake County Mayor Wilson and Millcreek Mayor Silvestrini were selected as co-chairs and led the weekly meetings in discussions about potentially viable sites, operators, budgets and Code Blue planning. The meetings were staffed by Salt Lake County.

To start the conversations, information on criteria for sites, previous year budgets and data, as well as other program materials were reviewed.

A GIS map was created by the SLCo surveyors office and was informed by the components of HB499. The Task Force reviewed 5 potential sites, including property, for winter overflow.

Available members met to consider each proposed site and made site visits, until the most viable option was recommended.

COORDINATION WITH SALT LAKE VALLEY COALITION TO END HOMELESSNESS

Describe how the winter response task force has coordinated the proposed plan with the Salt Lake Valley Coalition to End Homelessness.

The Salt Lake Valley Coalition to End Homelessness had three members on the task group and two individuals with lived experience. Those members were also part of a subgroup within the coalition on winter overflow and Code Blue planning. The Coalition created budgets, made recommendations regarding site requirements and Code Blue operations, including a detailed letter with items for consideration and developed the expedited intake process required by the statute in coordination with Salt Lake County staff and the mayors' task group. The recommendations included a modified temperature threshold of 25-degree Fahrenheit, in lieu of the 15-degree Fahrenheit temperature outlined in HB499.

IDENTIFIED FACILITIES

- Location(s)
- Specify the hours of operation at location(s) (24-hour access or specify limited hours of operation)
- Services provided (e.g., food, basic needs, etc.)

- 65 beds - St Vincent de Paul - 7am-7pm, while just shelter will be provided at the facility, during the day, food and other basic needs are offered at this facility
- 175 beds - HRC flex - 24 hours
- 170 beds - new facility identified by task force - 24 hours, will provide food and other basic needs
- **Subtotal - 410**

Additional beds that have (or will) come on line to meet the 600 bed goal was established include:

- 165 beds - MVP - for aging and medically vulnerable individuals - while not specifically part of the winter plan, this resource will be coming on line during the same time period and will help address the need for beds, although not 1:1
- 50 beds - VOA detox expansion
- **Subtotal - 215+**

- **625 - Total NEW Beds Coming On-Line**

SERVICE PROVIDER COORDINATION

Organizations identified to provide staffing and other operational needs for each location.

- St. Vincent de Paul - The Road Home
- HRC Flex Beds - The Road Home, Volunteers of America, Shelter The Homeless
- New Temporary Facility - Switchpoint (planned but not finalized)

Other Resources Coming on-line This Winter

- MVP - The Road Home, Shelter The Homeless, Fourth Street Clinic
- VOA Detox Clinic

Transportation, security, and food for facilities will be coordinated through Shelter The Homeless, as they currently have contracts for those services that exist throughout the system.

ASSURANCES

Provide assurances on how the county will meet the targeted winter response bed count. Include information about:

- Municipality commitment
- Service provider commitment
- Other key stakeholder commitment
- Implementation timeline

Municipal Commitment

As part of this plan, as approved by COM and COG, stakeholders recognize municipalities are committed to identifying temporary shelter sites and Code Blue options, as reflected in this plan.

Service Provider Commitment

Service providers have committed to complying with the requirements of the statute and continuing existing services to the extent possible based on resources.

Other Key Stakeholders

County and state leaders have committed to identifying gaps and potential solutions. Communities will be engaged in the process as planning for operations moves forward.

Implementation Timeline

The legislation does not require the task force to fund the winter overflow plan. The tentative budget that we anticipate is not adequately funded, by a shortfall of up to \$4.1 million

In order to implement the plan by October 15th, 2023, the following will take place:

- Secure Sufficient Funding, with contracts in place - by August 15th
- Hiring Staff - September 15th
- Coordination with municipalities on communications, safety and security plans, and Code Blue - September 15th
- Expedited Intake procedure in place - September 30th
- Develop Code Blue volunteer program through Salt Lake County - October 15th
- Volunteer training for Code Blue - ongoing - modeled after PIT Count training

Budget Summary-details linked in funding needs and budget section

Expenses

Overflow

St Vincent de Paul - \$468,937

VOA \$457,500 + TRH \$623,212 = \$1,549,643 + \$1,200,000 (plus year-round gap) = \$2,749,643

Redwood Facility STH- \$500,022 + Switchpoint \$1,874,550

Total Overflow - \$4,624,199

OHS review notes based on budget submitted (not including year round gap):

VOA - 457,500

The Road Home - 623,212

Service Provider Redwood Facility - 874,550

Shelter the Homeless - 500,022

St Vincent - 468,937

STH HRC flex - 667,841

TOTAL: 4,592,062

Code Blue

MVP - ~ STH \$698,487 + TRH \$1,600,000 + FSC \$200,000

First Methodist Church - \$128,457 (35 nights, 85 beds)

County Recreation Center - \$42,000 (35 nights, 90 beds)

Redwood Facility - \$ (35 nights, 50 beds)

Transportation - \$

Staffing and Volunteer Management - \$

Total Code Blue - \$170,457+

Potential Revenue Breakdown-

Source	Amount	Purpose/Restriction
State OHS	\$2Mill	Operations
State OHS	\$1.3Mill	Mitigation - Cities
State OHS	?	TANF Rollover
State OHS	??	COVID Reponse - Hotel \$
SLC	\$200K	St. Vinnys
SLCo/HCD	??	ESG Rollover??
SLCo/OHCR	??	Coordinated Entry Funds??

Total Overflow and Code Blue = \$4,794,656+

CODE BLUE ASSURANCES

Provide assurances from municipalities within the county, including law enforcement and health departments, of the following:

- There will be no enforcement of an ordinance that prohibits or abates camping for the duration of the code blue alert and the two days following the day on which the code blue alert ends
- There will be no enforcement of an ordinance or policy to seize any personal items used for survival in cold weather including clothing, blankets, tents, sleeping bags, heaters, stoves, and generators

With the Council of Governments' approval of this plan, as indicated by resolution, we assure our compliance with U.C.A. 35A-16-703 Provisions in Effect for Duration of Code Blue Alert.

FUNDING NEEDS AND BUDGET

Please submit this form with the plan to the Office of Homeless Services by August 1, 2023:

<https://docs.google.com/spreadsheets/d/1d5qLscfM3enydXIECa4NYQdnzGYDb9Yn/edit#gid=1054533526>

[OHS Notes](#): Budget is attached to this **UHC**

PLAN APPROVAL SIGNATURE PAGE

This winter response plan must be approved by the chief executive officers of any municipality located within Salt Lake County in which a temporary winter response shelter is planned for, and Salt Lake County if a temporary winter response shelter is planned for operation within an unincorporated area of the county.

Name	Title	Signature
Mayor Jenny Wilson	Mayor of Salt Lake County	<i>Jenny Wilson</i>
Mayor Jeff Silvestrini	Mayor of Millcreek	<i>Jeff Silvestrini</i>
Mayor Karen Lang	Mayor of West Valley City	<i>Karen Lang</i>
Mayor Cherie Wood	Mayor of South Salt Lake	<i>Cherie Wood</i>
Mayor Erin Mendenhall	Mayor of Salt Lake City	<i>Erin Mendenhall</i> <small>Erin Mendenhall (Jul 31, 2023 16:14 MDT)</small>

MASTER AND REVENUE

**Attachment C: Budget
DWS Office of Homeless Services (OHS)
Grant Budget Narrative and Itemization Form
October 15, 2023- April 30, 2024**

Organization: TOTAL BUDGET NEEDS		
Category I *Indirect Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Indirect Costs	Agency Indirect Costs	\$ 287,098.45
<p align="center">Category II - Direct Administrative Expenses: If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II Direct Administrative Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Salaries	Refer to detail in itemized sheets	\$ 66,500.00
Fringe Benefits	Refer to detail in itemized sheets	\$ 16,625.00
Communications	Refer to detail in itemized sheets	\$ 1,225.00
Equipment	Refer to detail in itemized sheets	\$ 12,000.00
Insurance	Refer to detail in itemized sheets	\$ 10,500.00
Organization Space Costs	Refer to detail in itemized sheets	\$ 14,000.00
Organizations Utilities	Refer to detail in itemized sheets	\$ 21,000.00
Professional Fees & Contract Services	Refer to detail in itemized sheets	\$ 7,500.00
Supplies	Refer to detail in itemized sheets	\$ 10,000.00
Travel & Transportation	Refer to detail in itemized sheets	\$ 22,400.00
<p align="center">***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</p>		
Total Category I/Category II Administrative Expenses		\$ 468,848.45
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries	Refer to detail in itemized sheets	\$ 1,877,577.18
**Fringe Benefits	Refer to detail in itemized sheets	\$ 294,834.72
Client Services	Refer to detail in itemized sheets	\$ 150,000.00
**Professional Fees & Contract Services	Refer to detail in itemized sheets	\$ 1,263,402.00
Program Space Costs	Refer to detail in itemized sheets	\$ 398,399.96
**Program Supplies, Space Utilities, Internet, Etc.	Refer to detail in itemized sheets	\$ 139,000.00
Total Category III Project Expenses		\$ 4,123,213.86
Total Expenses Category I/II and Category III		\$ 4,592,062.31

HB499 requires that the task force identify revenue sources, including in-kind in the plan submitted to the Office of Homeless Services.

Winter Response 2023-2024 Projected Revenue Summary	Description	Amount
State (OHS) Operations Funding		\$2,000,000.00
State Cities Mitigation Funding	Potential consideration for mitigation, public safety, security, and transportation?	\$1,300,000.00
Federal (FEMA) Funding & Other Fed		
Salt Lake County	Potential ESG Rollover and/or Coordinated Entry Funds	??

Salt Lake City	For St Vincent de Paul	\$200,000.00
Other City		
Other City		
Other	Potential TANF Rollover, or COVID-19 Response Funds	??
In-Kind		
In-Kind		
Private/Donations		
Other		
Total Actual/Projected Revenue		\$3,500,000.00

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:	Shelter the Homeless - HRC Flex	
<p>All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
<p>Category I - Indirect Expenses:</p>		
<p>a) NICRA - If the organization has a federally approved Negotiated Indirect Cost Rate Agreement (NICRA), the NICRA must be used in Category I, unless the organization voluntarily chooses to waive indirect costs or charge less than the full indirect cost rate. Any administrative costs that are not part of the basis of the NICRA and are direct charged can be listed in Category II.</p>		
<p>b) De Minimis - If the organization <u>does not</u> have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I *Indirect Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Indirect Costs		\$ 59,804.00
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i> <i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p>Category II - Direct Administrative Expenses:</p>		
<p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II Direct Administrative Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Salaries		\$ -
Fringe Benefits		\$ -
Communications		\$ -
Equipment		\$ -
Insurance		\$ -
Organization Space Costs		\$ -
Organizations Utilities		\$ -
Professional Fees & Contract Services		\$ -
Supplies		\$ -
Travel & Transportation		\$ -
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 59,804.00
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries		\$ -
**Fringe Benefits		\$ -
Client Services		\$ -
**Professional Fees & Contract Services	Premier Security contract for 1 extra security officer on all shifts at GEK, GMRC and PARC - \$28.50 x 3 officers x 8 hour shift x 196 days = \$134,046 per facility for 6 1/2 months = \$402,192. Advantage Services contract for 1 additional van (incl. driver, gas, insurance), 10 hours/day x 196 days = \$51,785. Contract with Catholic Community Services for lunch and dinner for 175 additional clients at GEK, GMRC, and PARC. \$2.10 per meal for 196 days = \$144,086.	\$ 598,037.00
Program Space Costs		\$ -
**Program Supplies, Space Utilities, Internet, Etc.	Cleaning supplies and materials for repairs and maintenance.	\$ 10,000.00
Total Category III Project Expenses		\$ 608,037.00
Total Expenses Category I/II and Category III		\$ 667,841.00

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:		Volunteers of America, Utah - HRC Flex
<p style="text-align: center;">All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
<p style="text-align: center;">Category I - Indirect Expenses:</p> <p>a) NICRA - If the organization has a federally approved Negotiated Indirect Cost Rate Agreement (NICRA), the NICRA must be used in Category I, unless the organization voluntarily chooses to waive indirect costs or charge less than the full indirect cost rate. Any administrative costs that are not part of the basis of the NICRA and are direct charged can be listed in Category II.</p> <p>b) De Minimis - If the organization does not have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I	Itemized Details of Grant Funds Requested	Grant Funds Requested
*Indirect Expenses		
Indirect Costs	14% of total direct costs	\$ 56,184.00
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i></p> <p><i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p style="text-align: center;">Category II - Direct Administrative Expenses:</p> <p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II	Itemized Details of Grant Funds Requested	Grant Funds Requested
Direct Administrative Expenses		
Salaries		
Fringe Benefits		
Communications		
Equipment		\$ -
Insurance		\$ -
Organization Space Costs		
Organizations Utilities		\$ -
Professional Fees & Contract Services		\$ -
Supplies		
Travel & Transportation	Transportation for outreach to bring clients to shelter	
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 56,184.00
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries		\$ 242,021.00
**Fringe Benefits	Payroll taxes, health/dental insurance retirement and workers compensation calculated at 24.5% of salaries	\$ 59,295.00
Client Services	Direct client costs and transportation for outreach to bring clients to shelter and detox	\$ 30,000.00
**Professional Fees & Contract Services	Additional janitorial costs for due to additional clients in buildings	\$ 30,000.00
Program Space Costs	Facilities repairs/maintenance	\$ 23,000.00
**Program Supplies, Space Utilities, Internet, Etc.	Laundry supplies, cleaning supplies and blankets. Cellphone service for staff	\$ 17,000.00
Total Category III Project Expenses		\$ 401,316.00
Total Expenses Category I/II and Category III		\$ 457,500.00

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:	The Road Home - HRC Flex	
<p>All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
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<p>b) De Minimis - If the organization does not have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I *Indirect Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Indirect Costs	Negotiated cost rate of 18.6% of salaries	\$ 86,760.07
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i> <i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p>Category II - Direct Administrative Expenses:</p>		
<p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II Direct Administrative Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Salaries		\$ -
Fringe Benefits		\$ -
Communications		\$ -
Equipment		\$ -
Insurance		\$ -
Organization Space Costs		\$ -
Organizations Utilities		\$ -
Professional Fees & Contract Services		\$ -
Supplies		\$ -
Travel & Transportation		\$ -
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 86,760.07
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries	Shift differential (\$1.00/hr) for staff and overtime funding to support additional shifts for winter overflow Estimated cost of \$466,452	\$ 466,452.00
**Fringe Benefits		\$ -
Client Services		\$ -
**Professional Fees & Contract Services		\$ -
Program Space Costs		\$ -
**Program Supplies, Space Utilities, Internet, Etc.	Mats, cleaning supplies, food supplies, repairs and maintenance for additional wear/tear on building with additional occupants Estimated cost of \$70,000	\$ 70,000.00
Total Category III Project Expenses		\$ 536,452.00
Total Expenses Category I/II and Category III		\$ 623,212.07

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:	The Road Home - St. Vincent dePaul	
<p>All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
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<p>b) De Minimis - If the organization does not have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I *Indirect Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Indirect Costs	Negotiated cost rate of 18.6% of salaries	\$ 38,893.38
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i> <i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p>Category II - Direct Administrative Expenses:</p>		
<p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II Direct Administrative Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Salaries		\$ -
Fringe Benefits		\$ -
Communications		\$ -
Equipment		\$ -
Insurance		\$ -
Organization Space Costs		\$ -
Organizations Utilities		\$ -
Professional Fees & Contract Services		\$ -
Supplies		\$ -
Travel & Transportation		\$ -
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 38,893.38
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries	1 Housing Advocate Supervisor at .54 FTE at \$20.26/hr = \$22,691 2 Housing Advocate Shift Leads at 1.08 FTE at \$18.62/hr at \$41,719 7 Housing Advocates at 3.77 FTE at \$16.94/hr = \$132,832 Overtime at 5% \$200 season bonus per Head Count to retain staff through season 2,080 hours per 1 FTE	\$ 209,104.18
**Fringe Benefits	Health, dental and vision insurance; life and disability; workers compensation; payroll taxes; retirement; other fringe benefits at	\$ 62,739.72
Client Services		\$ -
**Professional Fees & Contract Services	Background checks Security for third-party security staff 12 hours per day, 180 days	\$ 131,800.00
Program Space Costs	Rent and building repairs/maintenance	\$ 15,399.96
**Program Supplies, Space Utilities, Internet, Etc.	Cleaning supplies, mats, etc.	\$ 11,000.00
Total Category III Project Expenses		\$ 430,043.86
Total Expenses Category I/II and Category III		\$ 468,937.24

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:		Redwood Overflow Facility
<p>All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
<p>Category I - Indirect Expenses:</p>		
<p>a) NICRA - If the organization has a federally approved Negotiated Indirect Cost Rate Agreement (NICRA), the NICRA must be used in Category I, unless the organization voluntarily chooses to waive indirect costs or charge less than the full indirect cost rate. Any administrative costs that are not part of the basis of the NICRA and are direct charged can be listed in Category II.</p>		
<p>b) De Minimis - If the organization does not have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I	Itemized Details of Grant Funds Requested	Grant Funds Requested
*Indirect Expenses		
Indirect Costs		\$ -
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i></p> <p><i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p>Category II - Direct Administrative Expenses:</p>		
<p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II	Itemized Details of Grant Funds Requested	Grant Funds Requested
Direct Administrative Expenses		
Salaries		\$ 66,500.00
Fringe Benefits		\$ 16,625.00
Communications		\$ 1,225.00
Equipment		\$ 12,000.00
Insurance		\$ 10,500.00
Organization Space Costs		\$ 14,000.00
Organizations Utilities		\$ 21,000.00
Professional Fees & Contract Services		\$ 7,500.00
Supplies		\$ 10,000.00
Travel & Transportation		\$ 22,400.00
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 181,750.00
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries		\$ 960,000.00
**Fringe Benefits		\$ 172,800.00
Client Services		\$ 120,000.00
**Professional Fees & Contract Services		\$ 49,000.00
Program Space Costs		\$ 360,000.00
**Program Supplies, Space Utilities, Internet, Etc.		\$ 31,000.00
Total Category III Project Expenses		\$ 1,692,800.00
Total Expenses Category I/II and Category III		\$ 1,874,550.00

Attachment C: Budget		
DWS Office of Homeless Services (OHS)		
Grant Budget Narrative and Itemization Form		
October 15, 2023 - April 30, 2024		
Organization:		Shelter the Homeless - Redwood Overflow
<p>All planned expenses must be itemized, detailed and described for each line item. Cells may be expanded as necessary in order to provide all required information. Funding cannot supplant or replace existing funding. Please refer to the "Category Definitions for Allowable Expenditures" document for additional information.</p>		
<p>Category I - Indirect Expenses:</p>		
<p>a) NICRA - If the organization has a federally approved Negotiated Indirect Cost Rate Agreement (NICRA), the NICRA must be used in Category I, unless the organization voluntarily chooses to waive indirect costs or charge less than the full indirect cost rate. Any administrative costs that are not part of the basis of the NICRA and are direct charged can be listed in Category II.</p>		
<p>b) De Minimis - If the organization <u>does not</u> have a NICRA and chooses a de minimis rate, Category I must be used. The de minimis rate can be charged at 10% of Modified Total Direct Costs (MTDC). MTDC is defined as being: **All direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward.</p>		
Category I *Indirect Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Indirect Costs		\$ 45,457.00
<p><i>*Cannot exceed the entities federally approved indirect cost rate (NICRA) - OR - the entities 10% de minimis rate certificate based upon eligible Category III expenses.</i></p> <p><i>***Indirect costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
<p>Category II - Direct Administrative Expenses:</p>		
<p>If the organization DOES NOT have a NICRA and chooses not to use the de minimis rate, the organization must use Category II if charging Direct Administrative Expenses.</p>		
Category II Direct Administrative Expenses	Itemized Details of Grant Funds Requested	Grant Funds Requested
Salaries		\$ -
Fringe Benefits		\$ -
Communications		\$ -
Equipment		\$ -
Insurance		\$ -
Organization Space Costs		\$ -
Organizations Utilities		\$ -
Professional Fees & Contract Services		\$ -
Supplies		\$ -
Travel & Transportation		\$ -
<p><i>***Direct Administrative costs may be modified after funding sources have been determined so not to exceed federal regulations of the federal funds awarded.</i></p>		
Total Category I/Category II Administrative Expenses		\$ 45,457.00
Category III	Itemized Details of OHS Grant Funds Requested	Grant Funds
**Salaries		\$ -
**Fringe Benefits		\$ -
Client Services		\$ -
**Professional Fees & Contract Services	Premier Security contract for 2 officers on all shifts = \$258,720. Advantage Services contract for 1 additional van (incl. driver, gas, insurance), 10 hours/day x 196 days = \$51,785. Contract with Catholic Community Services for lunch and dinner for 175 clients. \$2.10 per meal for 196 days = \$144,086.	\$ 454,565.00
Program Space Costs		\$ -
**Program Supplies, Space Utilities, Internet, Etc.		
Total Category III Project Expenses		\$ 454,565.00
Total Expenses Category I/II and Category III		\$ 500,022.00