

1 second year term of this Subcontract shall commence at midnight on July 21, 2009 and
2 shall terminate at 11:59 p.m. July 20, 2010. The third year term of this Subcontract shall
3 commence at midnight on July 21, 2010 and shall terminate at 11:59 p.m. July 20, 2011.
4 The fourth year term of this Subcontract shall commence at midnight on July 21, 2011,
5 and unless sooner terminated as provided herein, shall terminate at 11:59 p.m. July 20,
6 2012.”

7 2. Section 4.B of Subcontract No. 30899 is amended in its entirety to
8 read as follows:

9 “4.B. Total disbursements made to Organization under this Subcontract by
10 the City shall not exceed Twenty-Five Thousand Dollars (\$25,000) per year over the first
11 year, second year and third year terms of this Subcontract. Total disbursements made to
12 Organization under this Subcontract by the City shall not exceed Forty Thousand Dollars
13 (\$40,000) for the fourth year term of this Subcontract. These funds shall be used to
14 provide services within the City. Upon execution of this Subcontract, the City shall
15 disburse the funds payable hereunder in due course of payments following receipt from
16 Organization of billing statements in a form approved by the City showing expenditures
17 and costs identified in Attachment “B” for the first year, second year and third year terms
18 of this Subcontract, and Attachment “B-1” for the fourth year term of this Subcontract.”

19 3. For the fourth year term of this Subcontract, Organization shall
20 provide veterans and mental health services to homeless veterans in the City in
21 accordance with the County Contract and Attachment “A-1” attached hereto, entitled
22 “Statement of Work”.

23 4. Attachment “A-1” (Scope of Work) and Attachment “B-1” (Budget)
24 attached to this Fourth Amendment concerning the fourth year term of this Subcontract,
25 are hereby added to the Subcontract and incorporated herein by reference.

26 5. Except as expressly amended herein, all terms and conditions in
27 Subcontract No. 30899 are ratified and confirmed and shall remain in full force and effect.

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OFFICE OF THE CITY ATTORNEY
ROBERT E. SHANNON, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

IN WITNESS WHEREOF, the parties have caused this document to be duly executed with all formalities required by law as of the date first stated above.

SINGLE PARENTS UNITED 'N' KIDS, a California nonprofit corporation

August 5, 2011

By Susan Speir
President

Susan Speir
Type or Print Name

August 5, 2011

By Marlene Greteman
Secretary

MARLENE GRETEMAN
Type or Print Name

"Organization"

CITY OF LONG BEACH, a municipal corporation **Assistant City Manager**

8.23, 2011

By [Signature]
City Manager

"City"

EXECUTED PURSUANT TO SECTION 301 OF THE CITY CHARTER.

This Fourth Amendment to Subcontract No. 30899 is approved as to form on 8/9, 2011.

ROBERT E. SHANNON, City Attorney

By [Signature]
Deputy

Attachment “A-1”

**City of Long Beach
Veterans and Mental Health Services 2011 - 2012
Statement of Work**

AGENCY NAME: Single Parents United 'N' Kids

CONTRACT NUMBER: 30899

Program Objective: Educate homeless and disabled veterans of their rights and the laws in the area of child support enforcement.

Goals:	Total Goals (1-Year)	QUARTER 1 7/1-9/30		QUARTER 2 10/1-12/31		QUARTER 3 1/1-3/31		QUARTER 4 4/1-6/30	
		Actual	Cumulative	Actual	Cumulative	Actual	Cumulative	Actual	Cumulative
1. Assist homeless and disabled veterans with reducing or eliminating their child support payment owed to the County of Los Angeles.	30								
Total Unduplicated Clients Served:	30								

Initial Here: SS

MODIFICATION 1. OF ATTACHMENT A
 PAGE 1 OF 2 PAGES

STATEMENT OF WORK VETERANS AND MENTAL HEALTH SERVICES

Single Parents United 'N' Kids (SPUNK)

SPUNK will provide a Program Coordinator to assist homeless and disabled veterans with eliminating their child support debt owed to the County. Funding is also allocated for office equipment (telephone, facsimile machine, and internet access).

This program will only be offered to homeless and disabled veterans that owe recoupment funds to the County welfare system for public social services benefits provided, not to the custodial parent. SPUNK staff will not advocate for the veteran or take a position that is contrary to the County Child Support Services Department. The program will be available at the Villages at Cabrillo and will provide services on an appointment only basis.

SPUNK's Program Coordinator will assist at least 30 homeless and disabled veterans per year with the following program services:

Assist SSI-eligible veterans to:

- 1) Close a child support case;
- 2) Reinstate a suspended driver's license;
- 3) Clear a negative credit history; and
- 4) Obtain a refund on any welfare monies paid after the date of disability.

Assist veterans with reducing child support payments to:

- 1) Initiate a case audit to determine the correct child support amount owed;
- 2) Process paperwork with the child support office; and
- 3) Monitor the actions of the child support office and the veteran to ensure that documents are submitted correctly and payments are made in a timely manner.

Assist veterans with child support cases involving more than one county or state to:

- 1) Coordinate with child support office to obtain all county and state information, when multiple jurisdictions are involved;
- 2) Initiate a case audit to determine the correct amount owed;
- 3) Work with the child support office to determine if a compromise or reduction can be completed; and
- 4) Process appropriate paperwork for negotiating the compromise or reduction for the other county or state.

Assist veterans with Social Security Disability benefits to:

- 1) Ensure that veterans receive Social Security credit for the monthly benefits being paid to the custodial parent on behalf of the child; and
- 2) Ensure that veterans receive Social Security credit for any retroactive monies paid to the custodial parent on behalf of the child, through the audit process.

Assist veterans with multiple cases to:

- 1) Initiate audit procedures to determine correct amounts owed; and
- 2) Assist veterans with completing appropriate paperwork to negotiate a payment amount that is reasonable for the veteran to realistically pay.

Assist veterans with the notification of child support action to:

- 1) Review the legal process for serving child support notifications;
- 2) Request/obtain a copy of the court order and proof that the veteran was served with the notice of child support action from the child support office;
- 3) Initiate a referral to the Family Law Facilitator's Office for preparation of the appropriate paper work file; and
- 4) File the paperwork with the court and accompany veteran to court if necessary.

Assist veterans with establishing a payment plan for child support to:

- 1) Obtain a copy of the court order;
- 2) Obtain a referral to the Family Law Facilitator's Office to compile a request with the court; and
- 3) File the request with the court and accompany veteran to court if necessary.

Assist veterans with responding to original child support documents to:

- 1) Complete the child support documents;
- 2) Submit the child support documents to the court for filing; and
- 3) Mail copies of the child support documents to the child support office and to the veteran.

Attachment “B-1”

CITY OF LONG BEACH
Veterans and Mental Health Services 2011-2012
Program Budget for Single Parents United 'N' Kids City Contract # 30899

ITEM/PERSONNEL	ALLOCATION	BUDGET JUSTIFICATION
1. Program Coordinator - 0.40 FTE	\$32,864	Assist SSI-eligible veterans to: close a child support case; reinstate a suspended driver's license; clear a negative credit history; and obtain a refund on any welfare monies paid after the date of disability. Assist veterans with reducing child support payments to: initiate a case audit to determent the correct child support amount owed; process paperwork with the child support office; and monitor the actions of the child support office and the veteran to ensure that documents are submitted correctly and payments are made in a timely manner. Assist veterans with child support cases involving more than one county or state to: coordinate with child support office to obtain all county and state information, when multiple jurisdictions are involved; initiate a case audit to determine the correct amount owed; work with the child support office to determine if a compromise or reduction can be completed; and process appropriate paperwork for negotiating the compromise or reduction for the other county or state. (No benefits requested.) Other duties as defined in Attachment B, Page 2.
TOTAL PERSONNEL	\$32,864	Total Personnel to be Reimbursed
ITEM/SERVICES, EQUIPMENT AND SUPPLIES	ALLOCATION	BUDGET JUSTIFICATION
2. Office services, equipment and supplies	\$5,236	Payment for office services, equipment, and supplies.
TOTAL SERVICES, EQUIPMENT AND SUPPLIES	\$5,236	Total Services, Equipment and Supplies to be Reimbursed
ITEM/ADMINISTRATIVE COSTS	ALLOCATION	BUDGET JUSTIFICATION
3. Administrative Costs	\$1,900	Payment for Administrative Costs
TOTAL ADMINISTRATIVE COSTS	\$1,900	Total Administrative Costs to be Reimbursed
TOTAL PROGRAM BUDGET/CLB CONTRACT	\$40,000	Total Program Amount to be Reimbursed

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MODIFICATION 2 OF ATTACHMENT 3
 PAGE 1 OF 2 PAGES

Employment Opportunity
Single Parents United 'N' Kids (SPUNK)
Program Coordinator

Single Parents United 'N' Kids (SPUNK) is accepting applications for part-time Program Coordinator position that will provide veteran specific cases management to homeless individuals and families as well as work with families in the general population regarding child support issues and will also work in coordination with U.S. VETS, the Villages at Cabrillo and the Multi-Service Center.

Qualifications

- Excellent verbal and written skills
- Experience working with diverse populations
- Ability to problem solve
- Ability to coordinate resources
- Experience working with the various Child Support Offices in the state of California

Duties

- Conducts client intake and assessment, evaluating the client's needs and resources
- Develops and assist in implementing the client's case to resolution
- Maintains case records and required reporting documentation
- Documents client contacts and follow up activities
- Facilitates referrals to appropriate agencies

Mail, fax or e-mail resume with cover letter to:

Susan Speir
President
Single Parents United 'N' Kids (SPUNK)
2125 Santa Fe Avenue
Long Beach, CA. 90810
Email: Suespeir@aol.com