



REVISED ATTACHMENT PAGE (S)

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REVISED PAGE

FILED WITH CONTRACT #35124

(INTERVAL HOUSE)



...on the strength of beautiful new wings we will soar!

INTERVAL HOUSE

Crisis Shelters & Centers for Victims of Domestic Violence

June 24, 2020

Erica Valencia-Adachi
Interim Special Projects Officer
Long Beach Department of Health & Human Services
1301 W. 12th Street
Long Beach, CA 90813

Re: Contract #35124
Measure H Homeless Prevention Program

Dear Erica,

Interval House would like to respectfully request a budget modification for the contract referenced above.

The revision is requested to move funds from the Rental Assistance – Rental Arrears line item to the Rental Assistance and Services-Personnel – Housing Advocate line item based on client need.

The scope of services is not being changed with this modification. We have exceeded our original goal of serving 98 households by 121%. To date, we have served 119 households with these grant funds

The summary of the modification is as follows:

Line Item	Original Budget	Adjustment	Revised Budget Amount
Services – Personnel			
Program Director	19,598	(2,672)	16,926
Housing Advocate	43,365	2,516	45,881
Rental Assistance			
Rental Assistance	137,200	58,576	195,776
Rental Arrears	262,800	(58,420)	204,380
Administrative Cost			
Indirect Cost	37,037	0	37,037
Total	500,000	0	500,000

The revised program budget is attached.

Please let us know if you have any questions or need anything further.

Thank you,

Carol Williams
Interval House

CITY OF LONG BEACH
 MEASURE H HOMELESS PREVENTION
 Contract# 35124
 7/1/2019 - 6/30/2020

		2019-2020 Budget	Adjustment	Amended Budget
Services - Personnel				
Program Director	.30 FTE	19,598	(2,672)	16,926
Housing Advocate	1.25 FTE	43,365	2,516	45,881
Total Services - Personnel		62,963	(156)	62,807
Rental Assistance				
Rental Assistance		137,200	58,576	195,776
Rental Arrears		262,800	(58,420)	204,380
Total Rental Assistance		400,000	156	400,156
Administrative Cost				
Indirect Cost		37,037	-	37,037
Total Administrative Costs		37,037	-	37,037
TOTAL BUDGET		500,000	-	500,000

CITY OF LONG BEACH
Measure H FY 2019
Program Budget for Interval House Project Name: Homelessness Prevention
Contract # 35124

BUDGET ITEM	ALLOCATION	BUDGETED SERVICE ACTIVITIES
RENTAL ASSISTANCE		
1. Rental Assistance	\$ 195,776	An estimated 98 households
2. Rental Arrears	\$ 204,380	An estimated 98 households
TOTAL RENTAL ASSISTANCE (RENTAL ASSISTANCE)	\$ 400,156	
Homelessness Prevention - Housing Relocation and Stabilization Services (Services Personnel)		
1. Program Director	\$ 16,926	Oversees all homelessness prevention services including staff, financial assistance, housing partners, program supplies, community resources, and other duties to operate rental assistance programs effectively. Provides direct client services.
2. Housing Advocate	\$ 45,881	Responsible for providing targeted housing and supportive service activities to help program participants regain stability in housing to prevent homelessness. Will meet with program participants to update goals, monitor progress, and ensure long-term housing stability. Duties include: conducting initial evaluation and detailed intake assessment; individualized goal setting with clients; financial counseling and credit repair, and assisting clients in securing basic resources and mainstream benefits; coordinating referrals; and monitoring and supporting client progress.
TOTAL HRSS (SERVICES PERSONNEL COSTS)	\$ 62,807	Total HRSS (Financial Assistance Costs) for Reimbursement
Total Indirect	\$ 37,037	8% of total Indirect Cost (8% of Rental Assistance, Financial Assistance, and Services – Personnel)
TOTAL CITY OF LONG BEACH CONTRACT	\$ 500,000	Total

Measure H Budget FY 19