

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
EDGEWOOD CENTER FOR CHILDREN AND FAMILIES**

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and EDGEWOOD CENTER FOR CHILDREN AND FAMILIES, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for Kinship Support Services Program (KSSP) on June 22, 2010, Resolution Number 070868, in the amount of \$488,227 for the term of July 1, 2010 through June 30, 2011; and

WHEREAS, the parties wish to amend the Agreement to reduce funding in the FY 2010-11 Agreement by \$46,823 or a new reduced obligation of \$441,404 to meet the state allocation reduction and the funding reduction of Net County Cost.; and

WHEREAS, additionally, the parties wishes to add funds in the amount of \$441,404 for FY 2011-12 and extend the term of the Agreement by 12 months to July 1, 2010 to June 30, 2012 to continue KSSP for FY 2011-12 for a new total obligation of \$882,808 for two years.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 2, Services to be performed by Contractor of the agreement is amended to read as follows:

In consideration of the payments set forth herein and in Exhibit "B1," Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibit "A1," and Exhibit "E1."

2. Section 3. Payments of the agreement are amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibits "A1" and "E1," County shall make payment to Contractor based on the rates and in the manner specified in

Exhibit "B1." The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this Agreement exceed **EIGHTHUNDRED EIGHTY TWO THOUSAND EIGHT HUNDRED EIGHT DOLLARS, \$882,808.**

3. Section 4, Term and Termination of the agreement is amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2010 through June 30, 2012.

This Agreement may be terminated by Contractor, the Director of Human Services Agency or his/her designee at any time without a requirement of good cause upon thirty (30) days' written notice to the other party.

In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the County and shall be promptly delivered to the County. Upon termination, the Contractor may make and retain a copy of such materials. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that portion of the full payment which is determined by comparing the work/services completed to the work/services required by the Agreement.

4. Section 16, Notices of the agreement is amended to read as follows:

Any notice, request, demand, or other communication required or permitted hereunder shall be deemed to be properly given when both (1) transmitted via facsimile to the telephone number listed below and (2) either deposited in the United States mail, postage prepaid, or when deposited for overnight delivery with an established overnight courier that provides a tracking number showing confirmation of receipt for transmittal, charges prepaid, addressed to:

In the case of County, to:

Deborah Torres
Children and Family Services
400 Harbor Blvd., Bldg. B
Belmont, CA 94002

In the case of Contractor, to:

Falope Fatunmise
Edgewood Center for Children and Families
1801 Vicente Street
San Francisco, CA 94116

5. Exhibit A1, B1 D1 and E1 are added to this agreement.
4. **All other terms and conditions of the agreement dated June 22, 2010, between the County and Contractor shall remain in full force and effect.**

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

By: _____
President, Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

EDGEWOOD CENTER FOR CHILDREN AND FAMILIES

Contractor's Signature

Date: _____

Services
July 1, 2011 through June 30, 2012

In consideration of the payments set forth in Exhibit "B1", Contractor shall provide the following services:

1. Needs Assessment and Implementation/Community Capacity Building:

Partner with San Mateo County Children and Family Services (CFS) to expand outreach efforts to families served by San Mateo County Self-Sufficiency Division.

Assess the needs of kinship families in San Mateo County (by city) through at least 12 CFS and Self-Sufficiency Unit presentations, annual Kinship caregiver Satisfaction Survey, twice a year community surveys to other youth and family service providers and community capacity building meetings with community-based organizations (CBOs). Edgewood will work with Children and Family Services (CFS) to prioritize the needs for Kinship families identified in the needs assessment. After the needs are prioritized through a collaborative process with CFS, Edgewood will work with CFS to implement solutions to the needs/issues identified.

In order to build and strengthen the skills of the HSA and CBO staff that work with Kinship families, the information provided in the presentations will include the issues that Kinship families encounter.

2. Information and Referral

Provide information and referrals to San Mateo County Kinship/Non-Related Extended Family Member (NREFM) families. These families are either San Mateo County residents or San Mateo County CFS cases residing in other counties.

Edgewood Center will track how many Kinship families, children and youth are receiving Kinship services.

3. Case Management

Provide case management services up to six months [case management is expected to always include information on KinGAP for Kinship families] to San Mateo County Kinship/NREFM families. Case management will be goal-oriented and strength-based. The case management's empowerment approach will include an individual assessment, customized intervention and is outcome-driven. Case management can be a combination of home visiting and community-based interventions. Case management also includes participation on Team Decision Making (TDM) meetings [particularly at change of placements and case closures]. TDM meetings are team based multi-disciplinary planning meetings.

4. Support Groups
Conduct weekly bilingual [based upon the location's predominant non-English language] support groups in East Palo Alto, Redwood City, San Carlos, South San Francisco and Daly City. Support group facilitators shall come from the community where the support group occurs as much as possible.
5. Education
Conduct 30 parenting workshops for Kinship caretakers per year. Workshops will include topics identified in the needs assessment
6. Counseling/Family Group Conferencing/Team Decision Making (TDM) Meetings
Provide family conferencing services for KinGAP, Non-Needy Relative and Informal Kinship families. Family conferencing is a family-centered decision making model designed to empower families and unite clients and social service professionals in the common goal of child safety and well-being. The evidence-informed model of care planning also identifies and finds supportive adults who may be resources for a child and builds action plans based on consensual decisions to promote safety, stability and permanency in the lives of high-risk children. Family Conferencing is a voluntary process through which families develop plans to ensure long-term protection of the child. Provide Team Decision Making (TDM) Meetings for KinGAP, Non-Needy Relative and Informal Kinship families.
7. Recreation/Respite
Provide recreation activities and family events as deemed available through funding.
8. Transportation/Independent Living Program (ILP)
Provide and/or assist with transportation for Kinship youth attending the ILP.
9. Tutoring
Link Kinship families with tutoring services in their community.
10. AB 938 Referral System
Continue to utilize AB 938 referral system process established by Human Services Agency's Children and Family Services Division in order to comply with State Assembly Bill (AB) 938 pertaining to 30 day notification requirement of locating relatives when a child/youth is in need of an out-of home placement.

Payments and Rates
July 1 2011 through June 30, 2012

In consideration of the services provided by Contractor in Exhibit "A1", County shall pay Contractor upon receipt and approval by the Director of Human Services Agency or her designee in the manner described below:

1. Funding for FY 2010-11 shall be reduced by \$46,823 and not exceed \$441,404 for the term of July 1, 2010 through June 30, 2011. County shall pay Contractor monthly for actual cost, incurred as shown in the Exhibit D (Contractor's Budget) and Exhibit A (Services) upon receipt of itemized invoices. Cost will not exceed **FOUR HUNDRED FORTY ONE THOUSAND FOUR HUNDRED FOUR DOLLARS, (\$441,404)**. Payments will be made within thirty (30) workdays upon receipt of Contractor's invoice.
2. Funding for FY 2011-12 shall not exceed \$441,404 for the term of July 1, 2011 through June 30, 2012. County shall pay Contractor monthly for actual cost, incurred as shown in the Exhibit D1 (Contractor's Budget) and Exhibit A1 (Services) upon receipt of itemized invoices. Cost will not exceed **FOUR HUNDRED FORTY ONE THOUSAND FOUR HUNDRED FOUR DOLLARS, (\$441,404)**. Payments will be made within thirty (30) workdays upon receipt of Contractor's invoice.
3. Services under this Agreement shall not exceed a total obligation of **EIGHT HUNDRED EIGHTY TWO THOUSAND EIGHT HUNDRED EIGHT DOLLARS (\$882,808)** of all Fiscal Years combined.
4. County may withhold all or part of the Contractor's total payment if the Human Services Agency Director or her designee determines reasonably that Contractor has not satisfactorily performed the services described in Exhibit A1.

Invoices shall be sent to:

San Mateo County Human Services Agency
Becky Arredondo, Human Services Agency Manager
Children & Family Services Division
2500 Middlefield Road
Redwood City, CA 94063

5. All payments under this agreement must directly support services specified in this Agreement. Provision of services is subject to availability of State Funds and acceptable program performance. In the event that the County does not receive the adequate funding from the State, the contract may be re-negotiated and/or rescinded.
6. County will give thirty (30) days prior written notice to Contractor of County's intent to withhold payment. If County reasonably determines that circumstances warrant immediate action, County may withhold payment immediately, without the thirty (30) day waiting period, upon County's written notice with justification to Contractor.

Outcomes and Reporting Requirements
July 1, 2011 through June 30, 2012

The Edgewood KSSP will provide the following outcomes:

1. Needs Assessment and Implementation/Community Capacity Building
 - Conduct needs assessment of kinship families in San Mateo County (by city) through:
 - At least 12 CFS and Self-Sufficiency Unit presentations;
 - The annual Kinship caregiver Satisfaction Survey;
 - An annual community survey to other youth and family service providers.

2. Information and Referral
 - Provide information and referral services to 175 Kinship/NREFM families per year.

3. Case Management
 - Provide case management services [case management is expected to always include information on KinGAP for Kinship families] to 135 Kinship/NREFM unduplicated families per year.
 - 80% of families receiving case management services will report increased self-advocacy skills as demonstrated by an improvement in measurement scores;
 - 95% of children will remain in Kinship/NREFM placements or will be returned to their birth parent(s).

4. Support Groups
 - Conduct weekly support groups in East Palo Alto, Redwood City, San Carlos, South San Francisco and Daly City.
 - A target of seven unduplicated individuals per support group per week will attend;
 - 80% of individuals attending the support groups will report receiving appropriate support.
 - Assess whether there's a need to provide support groups in Coastside, as well as a comparable site to San Carlos such as Belmont.

5. Education
 - Conduct 30 parenting workshops for Kinship caretakers per year.
 - 80% of families will report the information and effectiveness of the training was good or excellent;
 - 70% of participants will report their intention to practice what they have learned.

6. Counseling/Family Group Conferencing
 - Provide 150 hours of family conferencing services for KinGAP, Non-Needy Relative and Informal Kinship families.
 - 80% will report increased functioning as a result of the family conferencing;
 - 80% will report increase advocacy ability as demonstrated by an improvement in measurement scores.
7. Recreation/Respite
 - Edgewood will provide Kinship caretakers with 1,000 hours of respite through child care, recreation activities, summer camperships and family events.
8. Transportation/Independent Living Program (ILP)
 - At least 5 kinship youth [aged 14+] receiving Kinship services will enroll in ILP.
 - Kinship youth will be on-time 85% of the time.

HSA will provide Contractor a Quarterly Outcome Reporting Template based on the Logic Model. Contractor will be responsible for submitting quarterly activity reports, a brief mid-year (6-month) report, and a year-end narrative report. Quarterly activity reports and brief narratives will show the program's performance and outcomes. Reports will be submitted to:

San Mateo County Human Services Agency
Becky Arredondo, Human Services Manager
Children & Family Services Division
2500 Middlefield Road
Redwood City, CA 94063

Quarterly Activity reports are due on: **October 15, 2011,**
January 31, 2012,
April 15, 2012
July 31, 2012

6-month report is due on: **January 31, 2012**

Year-end report and year-end financial reports are due on: **July 31, 2012**

Payment is contingent upon reporting. HSA may withhold all or part of the Contractor's total payment if the HSA Director determines that the Contractor has not satisfactorily met the outcomes.