



Amendment No. 6
to
Contract No. NG110000006
for
Social Services
between
THE SALVATION ARMY
A GEORGIA CORPORATION
and the
CITY OF AUSTIN

(Austin Women and Children's Shelter)

- 1.0 The City of Austin and the Contractor hereby agree to the contract revisions listed below.
- 2.0 The total amount for this Amendment to the Agreement is **One Million Six Hundred Eighty Six Thousand Seven Hundred Fifteen dollars (\$1,686,715)**. The total Agreement amount is recapped below:

Term	Agreement Change Amount	Total Agreement Amount
Basic Term: (Jan. 1, 2011 - Sept. 30, 2013)	n/a	\$ 4,638,466
Amendment No. 1: Increase contract amount with State HHSP funds	\$ 261,450	\$ 4,899,916
Amendment No. 2: Add Client Eligibility Requirements	\$ 0	\$ 4,899,916
Amendment No. 3: Renewal Option #1 (Oct. 1, 2013 - Sept. 30, 2014)	\$ 1,686,715	\$ 6,586,631
Amendment No. 4: Add Exhibit F, Facilities Use Agreement	\$ 0	\$ 6,586,631
Amendment No. 5: Renewal Option #2 (Oct. 1, 2014 - Sept. 30, 2015)	\$ 1,686,715	\$ 8,273,346
Amendment No. 6: Renewal Option #3 (Oct. 1, 2015 - Sept. 30, 2016)	\$1,686,715	\$ 9,960,061

- 3.0 The following changes have been made to the original contract EXHIBITS:

Exhibit A.1 -- Program Work Statement is deleted in its entirety and replaced with a new **Exhibit A.1 -- Program Work Statement**. [Revised 10/13/2015]

Exhibit A.2 -- Program Performance Measures is deleted in its entirety and replaced with a new **Exhibit A.2 -- Program Performance Measures**. [Revised 10/1/2015]

Exhibit B.1 -- Program Budget and Narrative is deleted in its entirety and replaced with a new **Exhibit B.1 -- Program Budget and Narrative**. [Revised 10/1/2015]

Exhibit F- Facilities Use Agreement is deleted in its entirety and replaced with a new **Exhibit F- Facilities Use Agreement**. [Revised 8/11/2015]

4.0 Sections 1.1 [Engagement of the Contractor], 1.2 [Responsibilities of the Contractor], 3.1 [Contractor's Obligations], and 4.8.1 [Reimbursement Only] have been modified:

"Exhibit A.1 Program Work Statement" has been changed to *"Contract Exhibits"*

5.0 Section 4.2 [Requests for Payment] has been modified:

Payment to the Contractor shall be due thirty (30) calendar days following receipt by the City of Contractor's fully and accurately completed "Payment Request" and "Monthly Expenditure Report", using forms at <http://www.ckodm.com/austin/>. The payment request and expenditure report must be submitted to the City no later than 5:00 p.m. Central Time fifteen (15) calendar days following the end of the month covered by the request and expenditure report. **If the fifteenth (15th) calendar day falls on a weekend or holiday, as outlined in Section 8.24, the deadline to submit the payment request and expenditure report is extended to no later than 5:00 p.m. Central Time of the first (1st) weekday immediately following the weekend or holiday. Contractor must provide the City with supporting documentation for each monthly Payment Request which includes, but not limited to, a report of City contract expenditures generated from the Contractor's financial management system.**

6.0 Section 4.8.3 [Allowable Costs] has been modified:

The City's prior written authorization is required in order for the following to be considered allowable costs. Inclusion in the budget within this Contract constitutes "written authorization". The item shall be specifically identified in the budget.

7.0 Sections 4.8.4 [Unallowable Costs] (4), (8), (10), and (13) are added to the Contract:

- (4)- Contingency provisions (funds). (Self-insurance reserves and pension funds are allowable.)
- (8)- Entertainment Costs
- (10)- Fundraising and development costs
- (13)- Idle facilities and idle capacity

8.0 Section 4.9.1 [Reports] has been modified:

Contractor must submit a fully and accurately completed "Payment Request" and "Monthly Expenditure Report" to the City's Contract Manager using the forms shown at <http://www.ckodm.com/austin/> by the deadline outlined in section 4.2. Contractor must provide complete and accurate supporting documentation. Upon receipt and approval by the City of each complete and accurate Payment Request and Monthly Expenditure Report, the City shall process payment to the Contractor of an amount equal to the City's payment obligations, subject to deduction for any unallowable costs.

9.0 Section 4.9.2 [Reports] has been modified:

Contractor shall submit a quarterly performance report using the format and method specified by the City no later than fifteen (15) calendar days following each calendar quarter. If the fifteenth (15th) calendar day falls on a weekend or holiday, as outlined in Section 8.24, the deadline to submit the quarterly performance report is extended to no later than 5:00 p.m. Central Time of the first (1st) weekday immediately following the weekend or holiday. Contractor shall provide

complete and accurate supporting documentation upon request by City. Payment Requests will not be approved if any accurate and complete performance report, including any required documentation, is past due. Performance reports on a frequency other than quarterly may be required by the City based upon business needs.

10.0 Section 4.9.3 [Reports] is added to the Contract:

An annual Contract Progress Report, using the forms shown at <http://www.ckodm.com/austin/>, shall be completed by the Contractor and submitted to the City within sixty (60) calendar days following the end of each Program Period identified in section 4.1.2.

11.0 Section 4.11.2 [Monitoring and Evaluation] is added to the Contract:

The City expressly reserves the right to monitor client-level data related to services provided under this contract. If the Contractor asserts that client-level data is legally protected from disclosure to the City, a specific and valid legal reference to this assertion must be provided.

12.0 Section 4.11.4 [Monitoring and Evaluation] has been modified:

Contractor shall keep on file copies of all notices of Board of Directors meetings, Subcommittee or Advisory Board meetings, and copies of approved minutes of those meetings.

13.0 Section 4.12.6 [Financial Audit of Contractor] has been modified:

A signed and dated copy of the HHSD Board Certification form, or approved and signed Board minutes reflecting acceptance of the financial audit report/financial review will be due to the City within forty-five (45) days after the audit is due to the City. Board minutes regarding approval of the Contractor's financial audit report/financial review will be verified with the Contractor's Board Chair. The City will deem the financial audit report/financial review incomplete if Contractor fails to submit either the Board Certification form or the Board minutes as required by this section 4.12.6.

14.0 Section 4.12.7 [Financial Audit of Contractor] has been modified:

The inclusion of any Findings or a Going Concern Uncertainty, as defined by Chapter 200, Subpart F, of Title 2 of the Code of Federal Regulations and Generally Accepted Auditing Standards (GAAS), in a Contractor's audit requires the creation and submission to the City of a corrective action plan formally approved by the Contractor's governing board. The plan must be submitted to the City within 60 days after the audit is due to the City. Failure to submit an adequate plan to the City may result in the immediate suspension of funding. If adequate improvement related to the audit findings is not documented within a reasonable period of time, the City may provide additional technical assistance, refer the Agreement to the City Auditor for analysis, or move to terminate the Agreement as specified in Section 5 of the Agreement.

15.0 Section 4.13.2 [Ownership of Property] has been modified:

Written notification must be given to the City within five (5) calendar days of delivery of nonexpendable property (defined as anything that has a life or utility of more than one (1) year and an acquisition cost, including freight, of over five thousand dollars (\$5,000)) in order for the City to effect identification and recording for inventory purposes. Contractor shall maintain adequate accountability and control over such property, maintain adequate property records, perform an annual physical inventory of all such property, and report this information in the annual Contract Progress Report, due sixty (60) days after the end of each Program Period, as well as in the Closeout Summary Report, due sixty (60) days after the end of the Contract Term.

16.0 Section 6.1.1.5 [Insurance- General Requirements] has been modified:

The Contractor must maintain and make available to the City, upon request, certificates of insurance for all Subcontractors.

17.0 Section 8.1 [Criminal Background Checks] has been modified:

Contractor and Subcontractor(s) agree to perform a criminal background check on individuals providing direct client service in programs designed for children under eighteen (18) years of age, seniors 55 years of age and older, or persons with Intellectual and Developmental Disabilities (IDD). Contractor shall not assign or allow an individual to provide direct client service in programs designed for children under eighteen (18) years of age, seniors 55 years of age and older, or persons with IDD if the individual would be barred from contact under the applicable program rules established by Title 40 of the Texas Administrative Code.

18.0 Section 8.7 [Notices] has been modified:

With copy to:
City of Austin Health and Human
Services Dept.
ATTN: Shannon Jones,
Director
7201 Levander Loop, Bldg. E
Austin, TX 78702

19.0 MBE/WBE goals were not established for this Contract.

20.0 Based on the criteria in the City of Austin Living Wage Resolution #020509-91, the Living Wage requirement does not apply to this Contract.


21.0 By signing this Amendment, the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the Exclusion records found at SAM.gov, the State of Texas, or the City of Austin.

22.0 All other Contract terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

CONTRACTOR

Signature: _____

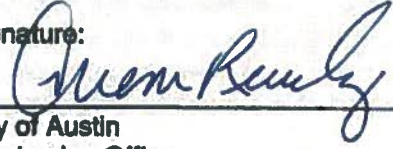

SALVATION ARMY, A GEORGIA
CORPORATION
Lt. Col. Henry Gonzalez, Executive Director
501 East 8th Street
Austin, TX 78701

Date: _____

11/3/15

CITY OF AUSTIN

Signature: _____


City of Austin
Purchasing Office
PO Box 1088
Austin, TX 78767

Date: _____

12/9/15

Program Work Statement

Contract Start Date

1/1/2011

Contract End Date

9/30/2016

Program Goals And Objectives

The Austin Shelter for Women and Children is a comprehensive program that includes 24 hr. emergency shelter for homeless women and children, on-site supportive services and linkage to long-term housing and case management resources. The Salvation Army's goal as operator of the program is to provide "wrap-around" services designed to assist homeless women in attaining and maintaining self-sufficiency. Based on a model of trauma-informed care, objectives focus on obtaining safe and stable housing, income necessary to support housing and personal stability. A high priority is placed on children's services which include licensed child care, child/family therapy, specialized school aged children's groups, family field trips and evening activities, and after-school tutoring and transportation to local schools.

The Salvation Army strives to coordinate the operation of the ASWC closely with its 60-bed overflow family shelter (501 E. 8th St.) and the five-agency Passages Collaboration which offers long-term housing and supportive services (up to 18 months). Clients are also eligible for case management and financial assistance through the Best Single Source Plus Collaboration and case management program. Additionally, through the HUD-funded Rapid Rehousing Program, ASWC clients may receive six to twelve months of case management in subsidized housing at one of two partner sites at Safe Place or Foundation Communities while receiving job training, child care, and financial coaching.

The goals and objectives as a part of a continuum of care are designed specifically to effectively transition shelter residents through the following levels of care:

- a) Emergency Shelter (30-90 days with additional 60 day extension to meet housing goals, if needed)
- b) Case management Services (3-18 months)
- c) Mainstream Resources (3-18 months)
- d) Exit To Permanent, Transitional or Subsidized Housing (6 months to Permanent)

Specific service objectives within each level of care include:

- a) Crisis intervention services providing emergency basic needs shelter for homeless women and children.
- b) Continuous professional assessment of resident's critical needs: regarding income, housing, and health.
- c) Establish case plans which identify specific barriers preventing residents from obtaining income, health and housing resources.
- d) Provide direct assistance, either financial or community resource, addressing basic and critical needs.
- e) Link residents to mainstream resources including: Childcare, employment, education, financial assistance, legal assistance, mental health and/or substance abuse treatment programs and long term transitional and/or subsidized housing.

Program Clients Served

The Austin Shelter for Women and Children serves homeless adult women and/or homeless adult women and their dependent children age 17 or younger. Unaccompanied youth (i.e. juvenile runaways) and males age 18 and older are not eligible for services. Interim services are provided to women who have a child in their care (but are not the legal guardian) while status of legal custody is being documented.

Compliance with HHSD Eligibility Criteria: The eligibility criteria for the program is homelessness, so the agency will insure that all client files contain a Homeless Eligibility form and are entered into HMIS. Identity, residency and income requirements, as well as annual recertification of homelessness are not required.

Program Services And Delivery

a. Emergency Shelter

1.) Strategies – Provide open access to emergency shelter on a first come first served basis. A Call Back List computer program is maintained 24 hours a day 7 days a week for all persons who seek shelter. Strive to engage as many participants as possible in longer-term services to promote self-sufficiency and stability. Provide a safe and structured environment for adult and child daily living.

2.) Duration of Service – Duration of services is based on level of participation and individual client needs. Participants are allowed fourteen (14) days to work on a short-term case plan. Once they establish a case plan with assistance from case manager and staff, their stay may be extended up to 90 days. Two 30-day extensions may be approved on a case-by-case basis.

3.) Partnerships – Salvation Army Social Services Center, SafePlace, Foundation for the Homeless, Austin Resource Center for the Homeless, Caritas, Posada Esperanza, Hope Alliance.

b. Basic Needs Service

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Program Work Statement

Contract Start Date 1/1/2011 **Contract End Date** 9/30/2016

1.)Strategies – Assist clients with basic survival needs in order to stabilize their living situation and allow them to transition to safe housing. Basic needs for residents are provided in order to facilitate financial stability and include: 3 meals a day seven days a week; hygiene supplies; clothing; diapers and formula; and school supplies. Direct Financial Assistance is provided to eligible residents in order to remove barriers to housing and may include: housing start up costs; driver's license and birth certificate fees; employment training programs; and outside childcare. Outside childcare is provided while clients go to self-sufficiency activities and/or look for work. On-site Licensed Day Care for up to 26 children will be provided to eligible shelter residents with children ages 18 months to 60 months. Parents are encouraged to visit with their children in daycare to improve parent child bond; in addition daycare staff work closely with the parents in order to provide individual education and assistance on child development issues and to better understand age expectations as it relates to parenting. The daycare director works closely with the parents, case managers, and child and family therapist in order to identify children with behavioral or emotional or developmental disabilities and to link parents and their children to appropriate early childhood programs and healthcare services related to immunizations and illness prevention and/or treatment. ASWC residents have priority for these slots. On a space available basis, homeless children from the downtown shelter are offered care. Outside child care (including Holiday and Summer Day Camp) is provided for all children 0-17 months and 6-15 years of age.

2.)Duration of Services – Most basic services are provided for the length of the client's stay in shelter.

3.)Partnerships – Capital Area Food Bank, Austin Housing Authority, Caritas, Region XIII, licensed child care providers, YMCA, Rosewood-Zaragosa Recreation Center, Project HELP, Workforce Solutions, Goodwill.

c. Case Management

1.)Strategies - The goal of case management is, at a minimum, to assist each participant in formulating a self-sufficiency plan to end their homelessness. This involves assessing barriers to self-sufficiency and linking clients to supportive services. Clients are required to meet with their case manager on a weekly basis and establish goals related to improving their income and/or education; removal of barriers to housing; increasing life skills and developing a safe and stable exit plan. Clients who are referred and accepted into the Passages and BSS+ Program will receive case management services linking them to long term housing programs, additional childcare, direct financial assistance and other supportive services provided through Passages. Tenant based rental assistance (TBRA) is available to eligible clients for up to 12 months through Passages. Clients are also referred to Rapid Rehousing, St. Louise House, Children's Home Initiative, Green Doors, Blackland, and SafePlace Supportive Housing on a priority basis.

2.)Duration of Services – Case management continues up to the time that the client exits from the shelter. Many are then transferred to long-term case management through the Passages Program. Clients who are accepted into the Passages Program will continue to receive case management from their assigned shelter case manager for up to 18 months.

3.)Partnerships – Passages Program, SafePlace Supportive Housing, ATCIC, LifeWorks, Caritas, Foundation for the Homeless, VinCare Services, Austin Housing Authority.

d. Specialized Counseling Services

1.)Strategies – To assist clients in crisis to stabilize their lives, improve coping skills and engage in longer-term interventions to address mental health and substance abuse issues with a focus on trauma.

All Adult Residents are referred to the Child and Family Therapist for an initial assessment. Children are referred for therapy with parental permission when they exhibit problems that affect functioning or development. Recommendations for on-going individual, family or group counseling are coordinated with case managers. Services are dependent upon therapist recommendations and client participation. Clients are linked to mainstream outpatient services and other types of treatment programs for chemical dependency, active mental illnesses and/or symptoms. Individual sessions service plans focus on client's participation in onsite individual, group and family counseling, and outside services, monitoring of psychotropic medications, attendance of psychiatric evaluations, monitor and coordinate access and attendance of outpatient and inpatient substance abuse treatment programs, and attendance in 12-step recovery program participation. Regularly scheduled weekly groups are available to all residents who wish to participate and include: Dual-diagnosis support group, parenting skills group, art therapy, community garden classes, and children's coping skills.

2.)Duration of Services –Duration of services is dependent upon client's willingness to participate and the duration of their stay in shelter.

3.)Partnerships – ATCIC, Austin Recovery Center, Austin Child Guidance Center, Any Baby Can, AA and NA, YWCA, and State Protective Services for Children and Adults.

e. Education

1.)Strategies – Adults are encouraged to participate in life skills training and to work on GED programs if necessary. Weekly employment skills training groups are facilitated by the case managers in order to help adults create resumes, develop interviewing skills, obtain specialized training and/or education, and link them to mainstream education and employment services in the community. Tutoring and enrichment programs address children's academic needs and provide supervised recreation during summer and school breaks. The children have the opportunity to work with a certified teacher in order to improve their completion of homework and school projects. The parents are able to meet with the teacher and to participate

Program Work Statement

Contract Start Date 1/1/2011 ***Contract End Date*** 9/30/2016

in the learning center with their children in order to foster a positive relationship and improve parent involvement in their child's educational goals. Relationships have been formed with the in-district schools to promote parental participation in their child's education and a representative from Norman Elementary is on-site weekly for face-to-face parent meetings. Financial Assistance is provided for adult residents who wish to participate in short term employment training and/or certification programs.

2.)Duration of Services – Length of shelter stay.

3.)Partnerships AISD Project Help, Early Childhood Intervention, Easter Seals, Passages Program, Worksource, Goodwill, ACC.

System for Collecting and Reporting Program Data

All client information is entered into an ACCESS Data Program on a daily basis. Case managers and the Child Family Therapist enter weekly case plan/treatment plan goals and document progress with percentages of goals completed during their shelter stay. Performance measures for case management regarding type of housing exit (independent housing, public housing, transitional housing and family/friends), goal completion, and improvement of financial stability are collected and entered at exit. The Child Family Therapist completes Discharge Summaries for persons who attend counseling which includes treatment goals completed and successful links to mainstream counseling and social services programs. Daily census and meal counts are entered into the data base on a daily basis by management. All performance outcomes and outputs are reported to the City of Austin in CTK utilizing the forms provided on a monthly and quarterly basis. Additionally, the case managers enter all the client demographic, universal data elements, and entry/exit information for clients into HMIS. After initial entry, the Residential Service Director assigns rooms and beds in the shelter using ShelterPoint: enters client names, shelter inventory, program entry/exit dates. She also updates shelter program information in ResourcePoint and runs data completeness report monthly.

Performance Evaluation

- Performance evaluation:

The program utilizes a "Call back list" in order to facilitate immediate notification and admission to the shelter for basic shelter needs. The program utilizes "Daily Occupancy" and "Open Rooms" report in order for all shelter staff to determine when a client is able to move into shelter, which room they will be in and which case manager will be assigned to them. Case managers enter weekly case plan goals with completion data into the general database which is reviewed weekly by the Shelter Director. These case plans and weekly case management staffing are developed to ensure all residents are being connected to shelter resources, such as Life Skills, Parenting Skills, Outside Daycare, licensed child care on site, Employment Skills Training and outside resources; such as, ATCIC, TANF, and Project Help (for school issues). In order to monitor shelter success with regard to long term services, 30 day extension reviews with the client, case manager and shelter director are held for each resident while they are in shelter. The Shelter Director reviews all resident "Exit Forms" each month in order to determine program and client success with self sufficiency plans including: safe exit, employment skills training, employment, percentage of case plan goals completed and whether residents report achievement of their homelessness goals.

Daily statistics collected for the Monthly Salvation Army Statistical reporting include: number of meals served, bed nights, number of children served in outside childcare, on-site babysitting, number of individual and group sessions with case managers and therapist, direct financial assistance for rent, deposits, and other legal documents. In addition, daily tracking of shelter admissions and exits are collected.

Quality Improvement

- Quality improvement:

The program has "Client Satisfaction Surveys" and "Client Focus Groups" to obtain resident input on service delivery and program design. Weekly case management meetings are utilized to monitor client needs, effectiveness of community resources, and develop program changes/interventions. Each year, during Fall and Spring semesters; bachelor-level and graduate students in social work from University of Texas and Texas State University who intern at ASWC are utilized to create new children and adult groups and curriculums in order to provide auxiliary services in order to determine the level of client participation and feedback about the need to focus on different issue areas for future programming.

Service Coordination with Other Agencies

The Austin Shelter for Women and Children has formal collaborations with the Passages Partnership Programs including:

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Program Work Statement

Contract Start Date 1/1/2011 **Contract End Date** 9/30/2016

Foundation for the Homeless, Caritas, SafePlace, Lifeworks, Foundation Communities, Capital Area Food Bank, and the Austin Housing Authority. However, there are no collaborations funded with this contract.

The Shelter Director and Passages Project Coordinator meet weekly with case managers in order to determine which clients will be referred for long term case management services through the Passages Program. ASWC Shelter clients are eligible for Passages when they have demonstrated a commitment to working with case managers on self-sufficiency plans within 30-45 days of entering shelter. ASWC clients accepted into the Passages Program will continue to be case managed by their assigned shelter case manager to provide consistent services. Once accepted into the Passages Program, ASWC clients are eligible for a year of subsidized child care, 18-24 months of long term case management, direct financial assistance and access to transitional housing.

ASWC clients who are in Passages and in the process of obtaining a Tenant Based Rental Assistance Voucher will be allowed to extend their shelter beyond 90 days to allow them time needed to select their apartment. ASWC and/or Passages will provide direct financial assistance for client's first month rent, deposit, and application fee. ASWC Case managers provide on- going case management for their assigned clients who enter Tenant Based Rental Assistance for up to 18-24 months after shelter exit.

ASWC clients accepted into the Passages Program who enter independent or public subsidized permanent housing enrolled in Best Single Source Plus case-management for up to 6 months after exiting shelter and receive financial for rent, deposit, furniture, debt, and housing costs. This program has access to landlord outreach specialists to assist with finding housing in the tight Austin rental market.

ASWC Shelter Director and Passages Program Coordinator coordinate selected referrals to the SafePlace Supportive Housing Program. The SafePlace Supportive Housing Program will contact the Passages Project Coordinator when they have available transitional housing openings for our clients. ASWC Shelter Director and Passages Project Coordinator assess which ASWC clients are best suited for this transitional housing program and are able to submit a non-competitive referral. ASWC clients who are accepted into the SafePlace Supportive Housing Program may be extended in shelter beyond 90 days up to 150 in order to secure the 12-18 months of transitional housing.

ASWC coordinates with VinCare St. Louise House Transitional Housing Program. ASWC case managers assist with referrals and the application process for St. Louise House and serve as advocates throughout the interview process. ASWC clients may be extended in shelter beyond 90 days in order to secure housing through the St. Louise House Program.

ASWC coordinates with Project HELP which is funded by the McKinney-Vento Act legislation for homeless children and school districts. Project Help provides supportive services to the children who reside in shelter. The supportive services include the following: school supplies, school registration, school free lunch, transportation assistance, , and mediation between parents and school personnel regarding homeless children and their rights for school participation. Project Help staff coordinate with shelter staff to provide education about enrollment and their rights as parents.

ASWC coordinates with the United Way Capital Area community resources information program. In order to facilitate referrals from the community and provide public information regarding our eligibility, admission, and program services guidelines, we ensure that our contact information, eligibility information, and admission information is consistent, correct and clearly defined.

ASWC coordinates with ATCIC-(Austin Travis County Integral Care). Programs including: ATCIC, Psychiatric Emergency Services, ACCESS Homeless Services, Alameda House (transitional housing), CARE (HIV/AIDS), MCOT (Mobile Crisis Outreach Team), and Children's Mental Health and Early Childhood Intervention Services. Substance abuse needs are met through relationships with OSAR (Outreach, Screening, Assessment, and Referral) and Austin Recovery. Case managers and the Child and Family Therapist work closely with clients who have identified needs for these services and facilitate on going communication and coordination with client participation in these programs. We provide assistance so that clients are able to schedule appropriate appointments, attend scheduled appointments, obtain medications, and coordinate access to all services. ASWC facilitates ATCIC case management by providing opportunities to meet with clients at the shelter and with the ASWC case managers. ASWC Case managers and Child and Family Therapist will attend scheduled appointments with clients in order to ensure successful linkage to ATCIC services.

ASWC collaborates with Capital Area Food Bank as a partner agency. The ASWC Food Services director orders weekly groceries from CAFB at discounted prices, lowering overall food costs for the shelter. CAFB provides educational opportunities for ASWC staff on SNAP benefits and provides nutritional information to clients.

Service Collaboration with Other Agencies

Not Applicable.

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Last Modified, If Applicable

Program Work Statement

Contract Start Date

1/1/2011

Contract End Date

9/30/2016

Community Planning Activities

The Salvation Army participates in a variety of community planning groups, primary among them The Ending Community Homelessness Coalition (ECHO). Social Services staff participate on multiple committees including the continuum of care work group, HMIS, housing work group, homeless count, membership council, steering committee for coordinated assessment, and participate in the homeless resource fairs. The Salvation Army staff work closely with other agencies in the community through the Best Single Source Collaboration, Religious Coalition to Assist the Homeless, Safe Sleep Planning Group, and Social Services Case Management Network. Within the neighborhood of the 8th Street location, the Salvation Army collaborates a planning member of the Downtown Alliance, Downtown Cluster of Churches, and the Downtown Service Providers Safety Planning Group. Through our partnership with the City of Austin we serve as members of the Inclement Weather Shelter Planning Group, Sobriety Center Planning Group, and Emergency Management Team. Kathy Ridings is on the Emergency Food and Shelter Program Board for Travis and Williamson counties and Volunteer Organizations Active in Disaster (VOAD). Additionally, ASWC staff participate in planning with Region XIII through the Texas Education Agency.

Program Performance Measures

Contract Start
1/1/2011

Contract End
9/30/2016

Period Performance Start
10/1/2015

Period Performance End
9/30/2016

Outputs

OP #	Output Measure Description	Period Goal		
		City	Other	Total
1	Total Number of Unduplicated Clients Served	315		315
2	Number of adults and children who exit to safe and stable housing.	236		236
3	Number of client bed nights of shelter provided to adults and children.	20802		20802

Program Performance Measures

Contract Start
1/1/2011

Contract End
9/30/2016

Period Performance Start
10/1/2015

Period Performance End
9/30/2016

Outcomes

OC Item	Outcome Measure Description	Total Program Goal
1 Num	Number of case-managed households that transition from homelessness into housing	90
1 Den	Number of households that exit the program	120
1 Rate	Percent of case-managed households that transition from homelessness into housing	75
2 Num	Number of adults at time of exit who improve financial stability	78
2 Den	Number of adults who exit shelter	120
2 Rate	Percentage of adults who improve financial stability.	65
3 Num	Number of Homeless Households residing in Shelter programs receiving HHSD-funding who receive case management services	120
3 Den	Number of Homeless Households residing in Shelter programs receiving HHSD-funding	120
3 Rate	Percentage of Homeless Households residing in Shelter programs receiving HHSD-funding who receive case management services	100

Program Budget and Narrative

Program Start 10/1/2015

Program End 9/30/2016

	City Share	Other	Total
Salary plus Benefits	\$1,275,499.00	\$0.00	\$1,275,499.00
General Operations Expenses	\$303,216.00	\$0.00	\$303,216.00
Program Subcontractors	\$0.00	\$0.00	\$0.00
Staff Travel	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Operations SubTotal	\$303,216.00	\$0.00	\$303,216.00
Food and Beverages for Clients	\$43,000.00	\$0.00	\$43,000.00
Financial Direct Assistance to Clients	\$65,000.00	\$0.00	\$65,000.00
Other Assistance	Please Specify	Please Specify	Please Specify
Other Assistance Amount	\$0.00	\$0.00	\$0.00
Direct Assistance SubTotal	\$108,000.00	\$0.00	\$108,000.00
Capital Outlay Amount	\$0.00	\$0.00	\$0.00
Total	\$1,686,715.00	\$0.00	\$1,686,715.00

Detailed Budget Narrative**Salaries plus Benefits**

27 FTE's and 6 PTE (Program & Shelter Staff) Salaries total 843,479 . Fica 6.2% of gross, MC 1.45% of gross, Workers Comp. 2.51% of gross, Pension 6% of gross after 1 year, Insurance \$9,600 per person per year.
 Dir. Social Service .3, Admin staff (4) .3, Maint. Dir. .3 Shelter Director 1, Case Mgrs 4, Res. Service Coord. 1, Ast. Facility Mgr 2, Child care workers 4, Monitors 5, Kitchen staff 5, Maintenance 4,

General Op Expenses

Professional fees, data processing, supplies, telephones, internet, utilities, postage, duplication, janitorial, repairs, insurance, vehicle operating, equipment, trash and laundry.

Program Subcontractors**Staff Travel****Conferences****Food and Beverage**

Food and beverages for clients

Financial Assistance

Rent, utilities, transportation, bus passes, id's, drivers licenses, background checks, and child care.

Other Assistance**Capital Outlay**

Created 8/14/2015 11:27:00 AM

Last Modified, If Applicable 10/1/2015 2:46:00 PM

**FACILITIES USE AGREEMENT
FOR OPERATION AND MAINTENANCE OF
THE TANNEHILL SHELTER BUILDING AND GROUNDS**

(It is understood when entering into this agreement that the Tannehill Shelter Property is owned by Travis County and leased to the City of Austin for purposes of operating the Austin Shelter for Women and Children also referred to as ASWC. It is further understood that this Use of Facilities Agreement does not constitute a sublease but does give the ASWC Operator, The Salvation Army, permission to operate and maintain a homeless shelter on the premises under the terms and conditions of this Agreement.)

THIS AGREEMENT, made this day of October 1, 2015 between The Salvation Army, a Georgia Corporation, herein after referred to as "The Operator", and the City of Austin, hereinafter referred to as "The City."

WITNESSETH:

WHEREAS, the Operator desires to use the facilities as defined in Section 3 of this agreement located at 4523 Tannehill Lane for the sole purpose of operating and maintaining an emergency shelter for homeless women and their children,
AND WHEREAS, the City desires to make available to the Operator, a not-for-profit entity, the above mentioned premises,

NOW THEREFORE, in consideration of the covenants and agreements herein contained, it is mutually agreed that the above mentioned premises shall be used and maintained by the Operator subject to the following terms and conditions;

1. The undersigned will use the premises for the purpose of operation and maintenance of a homeless shelter for women and their children and no other purpose.
2. The agreement shall become effective October 1, 2015 thru September 30, 2016 and may be extended thereafter up to two additional 12-month periods, subject to the approval of the operator and the City manager or his designee. The defined premises will be used 24 hours – 7 days per week for 365 days per year.
3. The specific area or areas to be utilized are as follows: The facility located at:
4523 Tannehill Lane
Austin, TX
4. There will be no fee charged for the use of the facility defined in Section 3 above.
5. The operator agrees that while the premises are used by them, they will be responsible for any damages to the premises, its furniture, fixtures or other accoutrements. The Operator further agrees that they will pay for any damages arising out of this use of the agreement.
6. Operator shall comply with all laws, rules, regulations and requirements of all government bodies whether Federal, State, County or Municipal. Operator shall hold the City harmless from all of said matters including all code enforcement violations caused by Operator.
7. The Operator agrees to indemnify and hold harmless the City from and against any and all claims, demands, actions, suits or causes of action, including counsel fees and other costs

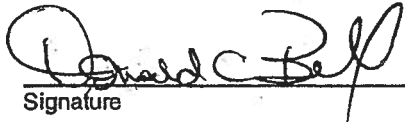
The Salvation Army- Women and Children's Shelter

defending against the same for loss, damage, or personal injury (including death) arising from the use of the property and facilities by the Operator, its member, guest or invitees. See Insurance requirements.

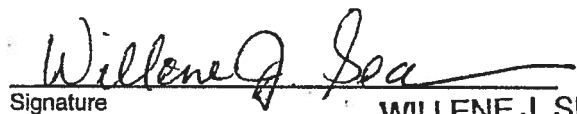
8. Operator agrees not to use or allow the use of tobacco, firearms or illegal drugs in or on the property. Smoking is prohibited in all physical structures and shall otherwise be restricted to designated areas.
9. The Operator agrees to provide supervision, to the extent that said activities are carried on in a safe and orderly manner, for all areas defined as a part of this agreement.

IN WITNESS WHEREOF, the parties hereto having executed this agreement, the day and year first written above.

**THE SALVATION ARMY,
A GEORGIA CORPORATION**


Signature


WITNESS


Signature **WILLENE J. SEARCY**

CITY OF AUSTIN


Signature

WITNESS


Signature **CORRUPT**



THE SALVATION ARMY POLICY STATEMENT ON RELATIONSHIPS WITH OTHER GROUPS AND ORGANIZATIONS

The Salvation Army in the United States works cooperatively with many groups — governmental, social service, civic, religious, business, humanitarian, educational, health, character building, and other groups — in the pursuit of its mission to preach the Christian Gospel and meet human need.

Any agency, governmental or private, which enters into a contractual or cooperative relationship with The Salvation Army should be advised that:

1. The Salvation Army is an international religious and charitable movement, organized and operated on a quasi-military pattern, and is a branch of the Christian church.
2. All programs of The Salvation Army are administered by Salvation Army Officers, who are ministers of the Gospel.
3. The motivation of the organization is love of God and a practical concern for the needs of humanity.
4. The Salvation Army's provision of food, shelter, health services, counseling, and other physical, social, emotional, psychological and spiritual aid, is given on the basis of need, available resources and established program policies.

Organizations contracting and/or cooperating with The Salvation Army may be assured that because The Salvation Army is rooted in Christian compassion and is governed by Judeo-Christian ethics, The Salvation Army will strictly observe all provisions of its contracts and agreements.