



SNOHOMISH COUNTY HUMAN SERVICES DEPARTMENT
3000 ROCKEFELLER AVENUE, M/S 305 | EVERETT, WA 98201
(425) 388-7200

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HUMAN SERVICES DEPARTMENT
CONTRACTS DIVISION

CONTRACT AMENDMENT

1. Contract Number: BH-22-AR-04-198	2. Amendment Number: 1	3. This Amendment herein- after identified as: BH-22-AR-04-198(1)	4. Amount of Contract Award as Amended: \$250,000
5. Name and Address of Contracting Organization: City of Everett 2930 Wetmore Avenue- 8A Everett, WA 98201 <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		6. Title of Project / Service: Everett Case Management Project	

7. THIS ITEM APPLIES ONLY TO BILATERAL AMENDMENTS.

The Contract identified herein, including any previous amendments thereto, is hereby amended as set forth in Item 8 below by mutual consent of all parties hereto.

8. TERMS OF AMENDMENT. (Indicate the amount of an increase/decrease in contract and new beginning and ending dates, if applicable). The Contract referred to in Item 1 above is revised as follows:

A. The Contract amount remains unchanged and is \$250,000.00.

B. Exhibit B is amended to correct the Project Expenditure Category, Project Demographics categories revised and Attachment A Project Expenditure Category changed.


C. Exhibit B is superseded by Exhibit B-1.

D. Agency's UEI number is C1HRGLALTFU9.

9. ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT.

FOR THE CONTRACTING ORGANIZATION:

FOR SNOHOMISH COUNTY:



(Signature) 10/25/2023
(Date)

Mayor

(Title)



Mary Jane Brell Vujovic, Director
Department of Human Services
10/2/2023
(Date)

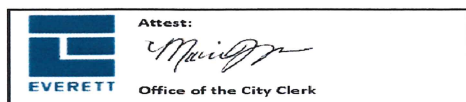
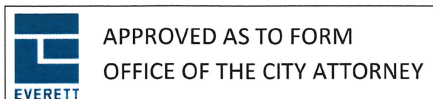


EXHIBIT B-1
STATEMENT OF WORK
EVERETT CASE MANAGEMENT PROJECT

I. PROJECT SUMMARY

Project Name: Everett Case Management Project

Identification Number [Contract Number on Face Page]: BH-22-AR-04-198(1)

Project Expenditure Category (EC): 2.12

Project Demographics [Check all that apply]:

For non-profit agency beneficiaries:

- ☐ The beneficiary agency provides services at a physical location(s) in a Qualified Census Tract(s) Number(s): _____
- ☐ The beneficiary agency serves individuals and/or households from one or more of the following categories (check as many as apply):
- ☐ For public health projects only: the general public benefits from this project

X	Impacted	X	Disproportionately Impacted
	Low- or moderate- income households ¹		Low-income households and populations ³
	Households that experienced unemployment		Households and populations residing in Qualified Census Tract(s) Number(s) Specify:
	Households that experienced food or housing insecurity		Households that qualify for certain federal programs ⁴ Specify:
	Households that qualify for certain federal programs ² Specify:		Households receiving services provided by Tribal governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Households residing in U.S. territories or receiving services from these governments Specify:
	Other households or populations that experienced a negative economic impact other than those listed above Specify:		For services to address education disparities, Title I eligible schools
			Other households or populations that experienced a disproportionate negative impact other than those listed above Specify:

For individual/household beneficiaries:

- ☒ The intended beneficiaries will be from one or more of the following categories (check as many as apply):

X	Impacted	X	Disproportionately Impacted
	Low- or moderate- income households ¹		Low-income households and populations ³
	Households that experienced unemployment		Households and populations residing in Qualified Census Tract(s) Number(s) Specify:
	Households that experienced food or housing insecurity		Households that qualify for certain federal programs ⁴ Specify:
	Households that qualify for certain federal programs ² Specify:		Households receiving services provided by Tribal governments
	For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time		Households residing in U.S. territories or receiving services from these governments Specify:
	Other households or populations that experienced a negative economic impact other than those listed above Specify:		For services to address education disparities, Title I eligible schools
			Other households or populations that experienced a disproportionate negative impact other than those listed above Specify:

¹ Low- or moderate-income households and Qualified Census Tracts are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household or (ii) income at or below 65 percent of the Area Median Income for the county and the size of household.

² These programs are: Children's Health Insurance Program; Childcare Subsidies through the Child Care and Development Fund Program; Medicaid; National Housing Trust Fund for affordable housing programs only; and Home Investment Partnerships Program for affordable housing programs only.

³ Low-income households and Qualified Census Tracts are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of the household or (ii) income at or below 40 percent of the Area Median Income for the county and the size of household.

⁴ These programs are: Temporary Assistance for Needy Families; Supplemental Nutrition Assistance Program; Free- and Reduced-Price Lunch Program, School Breakfast Program; Medicare Part D Low-Income Subsidies; Supplemental Security Income; Head Start and Early Head Start; Special Supplemental Nutrition Program for Women, Infants, and Children; Section 8 and PHA Project Based Vouchers; Low-Income Home Energy Assistance Program; and Pell Grants.

Project Overview [50-250 words] including type of assistance and approach to ensuring that the aid responds to a negative public health or economic impact through an eligible use that either addresses the needs of an impacted or disproportionately impacted population or community OR is in proportion to an identified harm:

Individuals living unsheltered are among the most negatively, and disproportionately, impacted by the COVID 19 emergency. The pandemic has made it increasingly challenging for this population to understand and navigate the options available for support and assistance. Individuals who relied on seeing providers face-to-face are now challenged to access the internet, computers, and other technology, which impacts their ability to receive support in a timely manner. Access to reliable transportation is also an ongoing challenge to many unsheltered residents. This project would provide funds to help unsheltered individuals overcome these challenges and provide the intensive support needed to access resources and services to become more stable. Funding would go toward more case management support, so that there are more people available to reach out and connect Everett's unsheltered population with the best available services, medical care plans, treatment, and shelter options, as well as continuous follow up, feedback, and guidance. Funds will also help bridge some the gaps in providing that care, such as lack of transportation or securing identification.

Evidence Base/Evaluation [provide a citation for strong (experimental) or moderate (quasi-experimental) level of evidence for project or describe the evaluation process]:

Carlson, L., Rohrer, K., & Steiner, R. (2022). *Breaking Down Barriers: An Evaluation of Hennepin County's Homeless to Housing Program*. University of Minnesota. Retrieved from <https://conservancy.umn.edu/handle/11299/229537>

Data Elements to Be Collected: Include all data elements required by the Final Rule and the Compliance and Reporting Guidance

Data elements are to be disaggregated by race, ethnicity, gender, income, and other relevant factors to the extent possible.

II. STATUTORY ELIGIBLE USE

The Project complies with the following Statutory Eligible Use: to respond to the COVID-19 public health emergency or its negative economic impacts, including assistance to households, small businesses, and non-profits, or to aid impacted industries such as tourism, travel, and hospitality.

III. REPORTING

The Agency shall submit to the County such reports as the County requests pursuant to the requirements of federal, state, and local law, regulations, and guidance as applicable. At a minimum, the Agency shall submit, in a format prescribed by the County, the following reports:

Report Title	Description	Due Date
City of Everett Case Management Project	Cognito Report/Data	quarterly

IV. PROJECT DESCRIPTION

- A. The City of Everett shall provide case management services to residents of Everett in Snohomish County. Services will be provided in the following zip codes: 98201, 98203, 98204, 98206, 98207, 98208 and 98213.
- B. The City of Everett will provide case management services in the community to Individuals who are homeless, unsheltered, may be experiencing behavioral health issues, lack employment, and may have additional unmet needs.
- C. The City of Everett shall utilize funding to increase case management support for vulnerable unsheltered residents whose behavioral health needs and access to services has been negatively affected by COVID-19 by hiring a Case Management Coordinator and additional case managers.
- D. The City of Everett shall ensure that local partners are aware of this project, have contact information available to provide to Individuals in need of this service, are visible in the community and other methods to ensure potential participants are aware of the services provided by this program.
- E. The City of Everett shall ensure Individuals who meet criteria of being Snohomish County residents, are unsheltered, and have unmet needs (such as but not limited to behavioral health needs, food, transportation, clothing) are provided case management services.

F. The Key Performance Indicators Key Performance Indicators are:

1. Referrals of individuals and successful connections to adequate and stable housing, detox, mental health and substance use disorder treatment.
2. Outcomes of the connection to services including completion of mental health and/or substance use disorder assessment, engagement in recommended services, how many Individuals are in some form of transitional housing and how many have secured permanent housing.

G. The City of Everett Case Management Project shall maintain individual files wherein eligibility, service notes, referrals, and performance indicators are recorded and documented.

H. The City of Everett Case Management Project shall document the following unduplicated numbers as applicable:

1. The number of Individuals who were met and talked with.
2. The number of Individuals who engaged in services.
3. The number of Individuals assisted with housing.
4. The number of Individuals assisted with accessing mental health services and how many engaged in those services.
5. The number of Individuals assisted with accessing withdrawal management services and how many engaged in those services.
6. The number of Individuals assisted with accessing substance use disorder treatment services and how many engaged in those services.

I. The City of Everett shall electronically submit invoices and backup documentation by the tenth (10th) day of the month following services. Exception: December invoices shall be submitted no later than January 5, 2023, and January 5, 2024.

J. The City of Everett shall match the ARPA funds granted through this Contract. The City shall ensure the funds through this Contract are fully expended by December 31, 2023.

Project Expenditure Category (EC) Check the primary category:

Public Health

- ☒ 1.12 (1.10) Mental Health Services*#
- ☐ 1.13 (1.11) Substance Use Services*#

Negative Economic Impacts

- ☐ 2.1 Household Assistance: Food Programs*#
- ☐ 2.2 Household Assistance: Rent, Mortgage, and Utility Aid*#
- ☐ 2.4 Household Assistance: Internet Access*#
- ☐ 2.10 (2.7) Assistance to Unemployed or Underemployed Workers including job training, subsidized employment, employment supports, and/or incentives*#
- ☐ 2.11 (3.6) Healthy Childhood Development: Child Care*#
- ☐ 2.12 (3.7) Healthy Childhood Development: Home Visiting*#
- ☐ 2.13 (3.8) Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*#
- ☐ 2.14 (3.1) Healthy Childhood Environments: Early Learning*#
- ☐ 2.15 (3.10) Long-term Housing Security: Affordable Housing*#
- ☐ 2.16 (3.11) Long-term Housing Security: Services to Unhoused Persons
- ☐ 2.17 Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities*#
- ☐ 2.18 Housing Support: Other Housing Assistance*#
- ☐ 2.19 (3.14) Social Determinants of Health: Community Health Workers or Benefits Navigators*#
- ☐ 2.22 Strong Healthy Communities: Neighborhood Features that Promote Health and Safety*
- ☐ 2.24 (3.2) Addressing Educational Disparities: Aid to High-Poverty Districts#
- ☐ 2.25 (3.3) Addressing Educational Disparities: Academic, Social, and Emotional Services*#
- ☐ 2.26 (3.4) Addressing Educational Disparities: Mental Health Services*#
- ☐ 2.27 Addressing Impacts of Lost Instructional Time
- ☐ 2.34 (2.10) Aid to Non-Profit Organizations (Impacted or Disproportionately Impacted#
- ☐ 2.37 (3.9) Economic Impact Assistance: Other*#

Administrative

- ☐ 7.1 Administrative Expenses
- ☐ 7.2 (7.3) Transfer to Other Units of Government