



BRANDON T. NICHOLS  
Director

JENNIE FERIA  
Chief Deputy Director

County of Los Angeles  
**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

510 S. Vermont Avenue, Los Angeles, California 90020  
(213) 351-5602



Board of Supervisors

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Fifth District

November 06, 2024

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO APPROVE SOLE SOURCE AMENDMENTS TO INCREASE THE  
MAXIMUM ANNUAL CONTRACT AMOUNT FOR THE PREVENTION AND AFTERCARE  
SERVICES CONTRACTS ABOVE 10 PERCENT  
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT**

The Department of Children and Family Services (DCFS) requests the Board's approval to increase funds above 10 percent of the Maximum Annual Contract amount for the Prevention and Aftercare (P&A) Services contracts under the Federal Promoting Safe and Stable Families Program using Family First Prevention Services (FFPS) Program State Block Grant (SBG) funds, American Rescue Plan Act (ARPA) Community-Based Child Abuse Prevention (CBCAP) funds and Family First Transition Act (FFTA) funds.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DCFS, or designee, to execute P&A amendments substantially similar to Attachment A, with the contractors and amounts indicated in Attachment B, to amend the contract language and increase the Maximum Annual Contract amount by \$6,420,993, from \$12,500,000 to \$18,920,993, effective upon the amendment execution date through June 30, 2025. The funding increase is financed using FFPS Program SBG funds, ARPA-CBCAP funds, and FFTA funds. Funding for these increases are included in the Department's Fiscal Year (FY) 2024-2025 Adopted Budget, and will be included in the subsequent year's budget requests.

2. Delegate authority to the Director of DCFS, or designee, to negotiate and execute amendments to the P&A contracts to add funds up to 50 percent of the Maximum Annual Contract amount, in the event that: additional funding is provided by FFPS Program SBG, ARPA-CBCAP, or FFTA; the

expenditure deadline is extended; or to reallocate these funds amongst the P&A contractors in order to maximize the different funding revenues, provided that: (a) funding is available; (b) County Counsel approval is obtained prior to execution of such amendments; and (c) DCFS notifies the Board and the Chief Executive Office (CEO), in writing, within 10 business days after execution.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

This Board letter requests an increase of 51 percent of the total allocation for the P&A Program. The additional funds will come from three one-time funding sources, one of which took effect last year, plus two new funding sources. The FFPS Program SBG funding was approved by the Board on June 27, 2023, for eight P&A contracts to implement the following: 1) Poverty Alleviation Initiative; 2) Thriving Families Safer Children Initiative; and 3) Motivational Interviewing training. This funding was extended by the Governor to be expended through June 30, 2028. The second funding source is FFTA, which will increase the P&A contract in Service Planning Area 2 for the implementation of the Enhanced Family Navigation project to work with both DCFS and community referrals.

The majority of the funding increase is from the ARPA-CBCAP whereby these funds will increase all 10 P&A contracts to provide housing support for families with no open DCFS cases, or for Transition Aged Youth. On March 17, 2022, the California Department of Social Services issued an All County Information Notice (ACIN) No. I-27-22 to authorize the allocation of the ARPA-CBCAP supplemental grant for those counties that entered into a Title IV-E agreement with the State. The one-time ARPA-CBCAP supplemental grant must be expended by September 30, 2025. As stipulated in the aforementioned ACIN, "Funds must be used for allowable purposes under the CBCAP program, and may supplement, but shall not supplant, existing state and local funds for prevention programs."

P&A is designed to prevent child abuse and neglect by engaging a greater number of families if support is available in their communities without having to bring these families into the child welfare system. P&A builds on three key themes: decreasing social isolation, enhancing economic well-being and self-sufficiency and increasing access to existing supports and activities.

## **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the principles of the Countywide Strategic Plan, North Star 1: Make Investments That Transform Lives; Focus Area Goal D: Support Vulnerable Populations; Strategy I – Prevention: Provide child welfare prevention supports (a continuum of primary, secondary, and tertiary) and youth development related programming and services, for at-risk, justice-involved, and transitional aged children, youth, families, and communities at all stages of the sequential intercept model and child welfare continuum of care model; Strategy II – Child Safety and Family Well-Being: Invest in efforts and supports that promote child safety, protection, and family well-being using the child welfare continuum of care model, while building out the County's Systems of Care.

## **FISCAL IMPACT/FINANCING**

The estimated funding increase amount is \$6,420,993, augmenting the aggregate Maximum Annual Contract amount from \$12,500,000 to \$18,920,993, financed using 37.4 percent Federal funds, 12.5 percent net County cost, 9.4 percent State funds, and 40.7 percent other funds. Please refer to

Attachment B for detailed funding information.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On February 16, 2021 and March 16, 2021, on behalf of the Board of Supervisors, the CEO granted delegated authority to the Director of DCFS to enter into new contracts resulting from the Request for Proposals to procure P&A services and to increase or decrease the Maximum Annual Contract amount for P&A contracts by up to 10 percent. This request to increase the Maximum Annual Contract amount utilizing FFPS Program SBG funds, ARPA-CBCAP funds, and FFTA funds, is above 10 percent of the Maximum Annual Contract amount and requires the Board's approval.

Board Policy 5.100, Sole Source Contracts and Amendments, establishes that funding increases to Board approved contracts are classified as sole source amendments when departments do not have delegated authority to increase the maximum amount. Board Policy 5.120, Authority to Approve Increases to Board Approved Contract Amounts, requires that the Board be notified if a department intends to increase funding for a contract above 10 percent. DCFS notified the Board on October 2, 2024, of its intent to execute Sole Source Amendments to increase funding for 10 P&A contracts above 10 percent.

Attachment A, Amendment, has been approved as to form by County Counsel.

Attachment C, Sole Source Checklist, has been approved by the CEO.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The recommended actions will allow the County to help facilitate improved family outcomes and improve child safety in their homes. The services provided with the additional funding will allow for the expansion and strengthening of the prevention network for children and families as well as assist with the implementation of the Family First Prevention Services Act.

### **CONCLUSION**

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachments to the Department of Children and Family Services.

The Honorable Board of Supervisors

11/6/2024

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Respectfully submitted,



BRANDON T. NICHOLS

Director

BTN:LM:CMMLTI:AO:MB:ma

Enclosures

c: Chief Executive Officer  
Executive Officer, Board of Supervisors  
County Counsel



**AMENDMENT NUMBER XXXX**

**TO**

**PREVENTION AND AFTERCARE SERVICES  
ASSISTANCE LISTING #93.556**

**CONTRACT NUMBER 21-XX-XX**

**WITH**

**XXXX**

**SPA  
XX**

**AMENDMENT NUMBER XXXX**  
**PREVENTION AND AFTERCARE SERVICES**  
**CONTRACT NUMBER 21-XX-XX**

This Amendment Number XXXX ("Amendment") to the Prevention and Aftercare Services Contract Number 21-XX-XX, (hereinafter referred to as "Contract") is made and entered into by and between the County of Los Angeles ("COUNTY") and XXXX ("CONTRACTOR"), in Los Angeles, California this \_\_\_\_ day of \_\_\_\_\_ 2024.

**WHEREAS**, COUNTY and CONTRACTOR are parties to the Contract approved by the Chief Executive Office on XXXX 16, 2021, and CONTRACTOR has been providing Prevention and Aftercare Services to the COUNTY Department of Children and Family Services, Service Planning Area XX;

**WHEREAS**, this Amendment increases funding utilizing Family First Prevention Services (FFPS) Program State Block Grant (SBG) funds, as authorized by the COUNTY'S Board of Supervisors on June 27, 2023, to continue providing prevention services such as Poverty Alleviation, Thriving Families Safer Children, and Motivational Interviewing training. The funding increase is effective upon execution through June 30, 2025;

**WHEREAS**, this Amendment increases funding to provide housing support for families with no open DCFS cases, or for Transition Aged Youth using one time funding from the American Rescue Plan Act (ARPA) Community-Based Child Abuse Prevention (CBCAP) Fund. The funding increase is effective upon execution through June 30, 2025;

**WHEREAS**, this Amendment increases funding to provide Enhanced Family Navigation to both DCFS and community referrals using Family First Transition Act (FFTA) Funds. The funding increase is effective upon execution through June 30, 2025;

**WHEREAS**, this Amendment adds contract language under **Section 8.0, STANDARD TERMS AND CONDITIONS**, Subsection 8.60, Campaign Contribution Prohibition Following Final Decision in Contract Proceeding;

**WHEREAS**, this Amendment revises contract language under **Section 9.0, UNIQUE TERMS AND CONDITIONS**, Subsection 9.21, Federal Award Identification;

**WHEREAS** this Amendment adds **Exhibit A, Statement of Work, Section 2.0, TARGET POPULATIONS**, Subsection 2.6;

**WHEREAS** this Amendment adds **Exhibit A, Statement of Work, Section 21.0, American Rescue Plan Act (ARPA) Housing Support**;

**WHEREAS** this Amendment adds **Exhibit A, Statement of Work, Section 22.0, Enhanced Family Navigation**;

**AMENDMENT NUMBER XXXX**  
**PREVENTION AND AFTERCARE SERVICES**  
**CONTRACT NUMBER 21-XX-XX**

**WHEREAS**, this Amendment is prepared pursuant to the provisions set forth in **Section 8.0, STANDARD TERMS AND CONDITIONS**, Subsection 8.1 Amendments; and

**NOW, THEREFORE**, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR hereby agree to amend the Contract as follows:

1. **Section 5.0, CONTRACT SUM, Subsection 5.1.2** is revised to read as follows:

5.1.2 The maximum amount payable under this Contract for each of the Contract periods will not exceed:

For XXXX 1, 2021 – June 30, 2022	\$XXXX
For July 1, 2022 – June 30, 2023	\$XXXX
For July 1, 2023 – June 30, 2024	\$XXXX
<u>For July 1, 2024 – June 30, 2025</u>	<u>\$XXXX</u>

2. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.60, Campaign Contribution Prohibition Following Final Decision in Contract Proceeding** is added to read as follows:

**8.60 Campaign Contribution Prohibition Following Final Decision in Contract Proceeding**

Pursuant to Government Code Section 84308, Contractor and its Subcontractors, are prohibited from making a contribution of more than \$250 to a County officer for twelve (12) months after the date of the final decision in the proceeding involving this Contract. Failure to comply with the provisions of Government Code Section 84308 and of this paragraph, may be a material breach of this Contract as determined in the sole discretion of the County.

3. **Section 9.0, UNIQUE TERMS AND CONDITIONS, Subsection 9.21, Federal Award Identification** is revised to read as follows:

**9.21 Federal Award Identification**

Title 2, Code of Federal Regulations (CFR) Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Part 200.332, requires the COUNTY, to provide CONTRACTORS with the details of every federal award and sub-award, as referenced on Exhibit N, Federal Award Information.

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Payment for this Contract will be ~~15.5%~~ 37.4% federal funds with cost reimbursement payment method.

4. **Exhibit A, Statement of Work, Section 2.0, Target Populations** is added to read as follows:

2.6 Transition Aged Youth (TAY) with no Family Maintenance, Family Reunification, and/or Adoption DCFS case open. This population will only be referred to receive American Rescue Plan Act (ARPA) Housing Support, as indicated in Section 21.0

5. **Exhibit A, Statement of Work, Section 21.0, American Rescue Plan Act (ARPA) Housing Support – Subject to Availability of Funding** is added to read as follows:

21.0 American Rescue Plan Act (ARPA) Housing Support - Subject to Availability of Funding

21.1 CONTRACTOR shall utilize ARPA Housing Support funds for families with no open DCFS cases and for Transition Aged Youth (TAY). Families/TAY with open Family Maintenance, Family Reunification, and adoption cases are not eligible for ARPA.

21.1.1 Step Down Housing Service

21.1.1.1 CONTRACTOR shall implement the Step Down Housing service to assist families/TAY who need assistance stabilizing their housing situation with full and partial rental assistance. One-hundred percent (100%) of the rent will be paid for the first three months and payment will incrementally decrease by 20% each of the next three months.

21.1.1.2 COUNTY Program Manager has the discretion to approve Step Down Housing assistance beyond six months, per family/TAY, per fiscal year under extraordinary circumstances and on a case-by-case basis. CONTRACTOR shall not provide Step Down Housing assistance beyond six months per family/TAY, per fiscal year without written approval from COUNTY Program Manager.

21.1.1.3 COUNTY Program Manager has the discretion to approve Step Down Housing assistance



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payments for higher percentages (not to exceed 100%), per family/TAY, per fiscal year under extraordinary circumstances and on a case-by-case basis. CONTRACTOR shall not provide Step Down Housing assistance beyond the above percentages per family/TAY, per fiscal year without written approval from COUNTY Program Manager.

21.1.1.4 Eligibility: In order to be eligible for Step Down Housing funds, families must meet all the criteria below:

- 21.1.1.4.1 Have at least one child under 18 years old,
- 21.1.1.4.2 Be at risk of homelessness,
- 21.1.1.4.3 Need temporary full or partial rental assistance
- 21.1.1.4.4 TAY do not need to have children.

21.1.2 Housing Navigation and Support Service

21.1.2.1 CONTRACTOR shall implement the Housing Navigation and Support service to assist families/TAY that are in need of and are looking for housing. CONTRACTOR shall assist families/TAY with the following:

- 21.1.2.1.1 Housing resources,
- 21.1.2.1.2 Rental application fees,
- 21.1.2.1.3 First month's rent,
- 21.1.2.1.4 Last month's rent,
- 21.1.2.1.5 Deposit,
- 21.1.2.1.6 Emergency housing/hotel, if needed.

21.1.2.2 Eligibility: In order to be eligible for Housing Navigation and Support funds, participants must be TAY or be families who have at least one child under the age of 18, be homeless or at risk of being homeless, and meet one or more of the criteria below:

- 21.1.2.2.1 Facing an eviction,
- 21.1.2.2.2 Moving,
- 21.1.2.2.3 Exiting a shelter or temporary housing,
- 21.1.2.2.4 Have bad credit,
- 21.1.2.2.5 Fleeing from domestic violence,
- 21.1.2.2.6 Exiting a treatment center,
- 21.1.2.2.7 Exiting incarceration.

21.1.3 Emergency Funds

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21.1.3.1 CONTRACTOR may develop an emergency fund to assist two to three families on an emergent basis, not to exceed \$10,000.

21.1.3.2 CONTRACTOR shall not provide ARPA Emergency Fund assistance without written approval from COUNTY Program Manager.

21.1.3.3 CONTRACTOR will maintain the ARPA Emergency Fund Transaction Log (Technical Exhibit 26) to track the funding and expenditures for the ARPA Emergency Funds.

21.2 CONTRACTOR shall enroll ARPA Housing Support eligible families/TAY into Level 3: Enhanced Supportive Services and follow the same contract requirements indicated in Sections 6.10 through 6.17.

21.3 ARPA shall not exceed ten thousand dollars (\$10,000) per family/TAY.

21.4 COUNTY Program Manager has the discretion to approve ARPA in excess of \$10,000 per family/TAY under extraordinary circumstances and on a case-by-case basis. CONTRACTOR shall not provide ARPA in excess of \$10,000 per family/TAY without written pre-approval from COUNTY Program Manager.

21.5 CONTRACTOR shall document in the case record and on the ARPA Housing Support Request Form, (Technical Exhibit 27), the following:

21.5.1 All services that the family is receiving, if applicable;

21.5.2 The type of ARPA Housing Support provided;

21.5.3 The reason for providing the ARPA Housing Support; and

21.5.4 All original receipts with dollar amount and date of rental supports provided.

21.6 CONTRACTOR shall, on a monthly basis, submit all completed ARPA Housing Support Request Forms, (Technical Exhibit 27), with the Monthly Reimbursement Invoice, (Technical Exhibit 12), and ARPA Housing Support Monthly Log, (Technical Exhibit 28), including

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**CONTRACT NUMBER 21-XX-XX**

family budgets, receipts, and other supporting documents. CONTRACTOR shall retain all original receipts and make available to COUNTY upon request.

21.7 Direct distribution of ARPA Housing Support monies to families by CONTRACTOR is prohibited.

21.8 CONTRACTOR shall collect and submit COUNTY requested data and reports by deadlines set by the COUNTY Program Manager. Reports will include project progress, number of residents utilizing the assistance, success of services at one year, and other relevant information requested by the COUNTY Program Manager.

21.9 CONTRACTOR shall provide **Level 2: Case Navigation or Level 3: Enhanced Supportive Services** to families referred for ARPA Housing Supports and follow the procedures outlined in **Section 6.0 Multi-level Case Management** of this statement of work.

21.10 CONTRACTOR shall track ARPA expenditures and Emergency Funds on separate line items. CONTRACTOR shall submit monthly invoices with supporting documents for ARPA funds used for the project by the 15<sup>th</sup> calendar day of the month following the month of service.

21.11 CONTRACTOR shall submit all and final invoices with supporting documents for ARPA Housing Support funds used for the projects by the 15th day following the last month of the contract term.

6. **Exhibit A, Statement of Work, Section 22.0, Enhanced Family Navigation – Subject to Availability of Funding** is added to read as follows:

**22.0 Enhanced Family Navigation - Subject to Availability of Funding**

The Enhanced Family Navigation (EFN) project will work with families to support and provide a continuum of strengths-based, family-centered case navigation and case management services.

Enhanced Family Navigation (EFN) will be provided in Service Planning Area 2 (SPA 2). In addition:

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- 22.1 Families who started with the EFN Project in SPA 2 and move out of the area will continue to be provided services if family may benefit from and requests to continue participation.
- 22.2 Families referred by DCFS SPA 2 offices who do not live in SPA 2 may be considered for EFN services upon mutual agreement between the CONTRACTOR and DCFS case carrying staff.
7. Exhibit A, Statement of Work, Technical Exhibit 26, ARPA Emergency Fund Transaction Log, is attached to this amendment and incorporated as part of the contract.
8. Exhibit A, Statement of Work, Technical Exhibit 27, ARPA Housing Support Request Form, is attached to this amendment and incorporated as part of the contract.
9. Exhibit A, Statement of Work, Technical Exhibit 28, ARPA Housing Support Monthly Log, is attached to this amendment and incorporated as part of the contract.
10. A Line Item Budget and Budget Narrative for the period of July 1, 2024 through June 30, 2025, is attached to this amendment and incorporated as part of Exhibit B, Line Item Budget, and Exhibit C, Budget Narrative.
11. Exhibit N, Federal Award Information form, is attached to this amendment and incorporated as part of the contract.

**EXCEPT AS AMENDED HEREIN, ALL TERMS AND CONDITIONS OF THIS CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.**

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PREVENTION AND AFTERCARE SERVICES  
CONTRACT NUMBER 21-XX-XX**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number XXXX to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment Number XXXX to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Contract.

COUNTY OF LOS ANGELES

By: \_\_\_\_\_  
BRANDON T. NICHOLS, DIRECTOR  
Department of Children and Family Services

XXXX  
CONTRACTOR

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

XXXX  
Tax Identification Number

APPROVED AS TO FORM:  
BY THE OFFICE OF COUNTY COUNSEL  
DAWYN R. HARRISON, COUNTY COUNSEL

BY \_\_\_\_\_  
David Beaudet, Senior Deputy County Counsel

## ARPA EMERGENCY FUND LOG

**AGENCY NAME/SPA:**

**MONTH/YEAR :**

DATE	ACTIVITY DESCRIPTION	CASH IN	CASH OUT	BALANCE
	<b>Initial Balance</b>			
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL CASH LEFT</b>				\$ -

<b>EMERGENCY FUND TOTAL</b>	\$ 10,000.00	<b>LESS TOTAL CASH LEFT</b>	\$ -	<b>TOTAL TO BE REINSTATED TO EMERGENCY FUND</b>	\$ 10,000.00
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## P&A ARPA HOUSING SUPPORT REQUEST FORM

### SECTION 1: AGENCY INFORMATION

AGENCY:	DATE:
CASE NAVIGATOR:	TELEPHONE:

### SECTION 2: FAMILY INFORMATION

PRIMARY CAREGIVER/TAY NAME:	DATE:
P&A NUMBER:	

#### PARTICIPANT NEEDS STATEMENT

(Why are you making this request? Is this for Step Down Housing or Housing and Navigation support? What are the current family/TAY circumstances? Partial or full rental assistance needed? At risk of being homeless or is homeless?)

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#### CASE MANAGER'S NEEDS ASSESSMENT STATEMENT

Include the following information: How many home visits have you made? Why does this family/TAY need assistance? What has been the family's progress? Efforts to obtain assistance through other means? What services is the family/TAY participating in?

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#### Request Status:

EMERGENCY <input type="checkbox"/>	PRIORITY <input type="checkbox"/>	OTHER <input type="checkbox"/>
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**SECTION 3: BUDGET**

**COMPLETE FAMILY BUDGET WORKSHEET (attach to ARPA request form)**

**SECTION 4: SUPPORTING DOCUMENTATION**

**REQUIRED SUPPORTING DOCUMENTATION (attach to ARPA request form)**

DESCRIBE ITEM REQUESTED:		
COST OF ITEM:	PARTICIPANT CONTRIBUTION:	TOTAL REQUEST AMOUNT:
VENDOR NAME:(Check payable to)		
VENDOR ADDRESS:		
CHECK AMOUNT:		
<input type="checkbox"/> W-9		

**SECTION 5: APPROVAL**

REQUEST APPROVED <input type="checkbox"/>	AMOUNT APPROVED \$	REQUEST DENIED <input type="checkbox"/>	<i>Reason:</i>
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Item(s) requested will aid in the prevention of child abuse and/or neglect and facilitate family self- sufficiency. The participant cannot afford to purchase and/or otherwise obtain the requested item(s) and all other resources have been explored/or exhausted. Attached you will find the completed Family Budget Work Sheet, W-9, supporting documents, and any necessary price quotes. **NOTE FOR PARTICIPANT: Please be aware that completion of the ARPA Request Form does not guarantee approval.** Final determination will be based on need, availability of funding and qualification of request.

\_\_\_\_\_  
Participant Signature Date

\_\_\_\_\_  
Case Navigator Signature Date

\_\_\_\_\_  
Program Manager Signature Date



**P&A Family Budget Worksheet**

INCOME	
Employment (empleo)	
CalWorks	
CalFresh	
Social Security	
Child Support (manutencion de los hijos)	
SSI	
Case Assistance	
Other-list (Otra-lista)	
<b>TOTAL:</b>	0

EXPENSES	
Rent (renta)	
Food (comida)	
Electric (electricidad)	
Gas	
Water (agua)	
Telephone/cell	
Laundry & Cleaning (lava de ropa y limpieza)	
Hygiene Supplies (hygiene personal)	
Recreation (recreacion)	
Medical (gastos medicos)	
Education (educacion)	
Child Care (cuidado de los ninos)	
Charge Accounts (cuenta de cargo)	
Transportation	
Car Payment & Insurance (auto y seguro de auto)	
Other (otra)	
<b>TOTAL:</b>	0

BALANCE	
Income Total	0
- Expenses	0
<b>TOTAL:</b>	0

**REQUIRED SUPPORTING DOCUMENTATION**

Provide as applicable. Supporting documents should be reflective of the most recent month(s) prior to the request. Other required documentation may be requested. Please also refer to the EBSS Protocol list.

- |                                                      |                                                 |
|------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Income Verification         | <input type="checkbox"/> Phone/Cell Phone Bills |
| <input type="checkbox"/> W-9 and/or Rental Agreement | <input type="checkbox"/> Price Quotes           |
| <input type="checkbox"/> Rent Receipts               | <input type="checkbox"/> LA County resident     |
| <input type="checkbox"/> Utility Bills               | <input type="checkbox"/> Other _____            |



COUNTY OF LOS ANGELES - DEPARTMENT OF CHILDREN AND FAMILY SERVICES  
CONTRACTS ADMINISTRATION DIVISION  
FEDERAL AWARD INFORMATION (2CFR 200.332)  
FISCAL YEAR 2024-2025

- 1. Date of Notification: \_\_\_\_\_ 2. Subrecipient Name: \_\_\_\_\_
- 3. Contract Number: \_\_\_\_\_ 4. Federal Award Identification Number (FAIN): 2201CAFPSS
- 5. Federal Award Date: 05/05/22 6. Subaward Period of Performance: 7/1/2024 – 6/30/2025
- 7. Subaward Budget Period: FY 2024 - 2025 8. Amount of Federal funds obligated by the pass-through entity: 37.4%
- 9. Amount of Federal funds obligated to the Subrecipient by the pass-through entity include the current obligation: 37.4%  
Cost Reimbursement
- 10. Total Amount of Federal Award committed to the Subrecipient: 37.4%
- 11. Federal Award Project description as required by FFATA: A county administered, state supervised program, PSSF is used to support family preservation and family reunification efforts. In accordance with the federal requirements, counties must spend a minimum of 20 percent of PSSF funds on each of the four program components: Family Preservation Services, Family Support Services, Adoption Promotion and Support Services, and Time-Limited Family Reunification Services.
- 12. Name of Federal Awarding Agency: Administration for Children and Families (ACF)  
Agency's Assistance Listing Number: 93.556 MaryLee Allen Promoting Safe and Stable Families Program (PSSF)  
(Formerly Catalog of Federal Domestic Assistance)
- 13. Does Subrecipient have an Aid to Families with Dependent Children – Foster Care Rate Letter? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, provide the Subrecipient's AFDC-FC Program Number: \_\_\_\_\_  
*(Sub recipient must use the federal sharing ratios, provided and updated annually by the California Department of Social Services when calculating and reporting their Federal Revenue).*  
I confirm that the following AFDC-FC Program Number is correct: \_\_\_\_\_
- 14. Agency Representative please complete: Agency's Unique Entity ID: \_\_\_\_\_
- 15. Indirect Cost Rate letter: Yes \_\_\_\_\_ No \_\_\_\_\_
- 16. Acknowledgment: As pursuant to CFR Section 200.332(a)(1)(xiii), this is to acknowledge that this Agency does not engage in any Research and Development under this contract.

\_\_\_\_\_  
Agency's Legal Name

\_\_\_\_\_  
Agency's representative (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency's representative (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Please complete and return to Michelle Alconcel at: [AlconM@dcfs.lacounty.gov](mailto:AlconM@dcfs.lacounty.gov)

# ATTACHMENT B

## PREVENTION AND AFTERCARE FUNDING FOR FISCAL YEAR 2024 - 2025

Optional Period 3 using delegated authority : 7/1/2024 to 6/30/2025												
SPA	SUPV	Contract #	Agency	Base Amount	Measure H Increase	Subtotal	State Block Grant Carryover from FY 23-24	Family First Transition Act Increase	American Rescue Plan Act Increase	Total Budget Allocation	Percent of Increase	
1	5	21-04-01	Penny Lane Centers	\$ 953,382.12	\$ 39,724.26	\$ 993,106.38	\$ 110,000.00	\$ -	\$ 380,857.49	\$ 1,483,963.87	56%	
2	3,5	21-03-02	The Help Group Child and Family Center	\$ 1,635,608.95	\$ 68,150.37	\$ 1,703,759.32	\$ 32,289.25	\$ 244,627.00	\$ 653,393.85	\$ 2,634,069.42	61%	
3	1,4,5	21-03-03	SPIRITT Family Services	\$ 1,865,703.00	\$ 77,737.63	\$ 1,943,440.63	\$ 139,184.57	\$ -	\$ 745,311.91	\$ 2,827,937.11	52%	
4	1,2,3	21-04-02	Para Los Ninos	\$ 727,684.92	\$ 30,320.21	\$ 758,005.13	\$ 495,539.05	\$ -	\$ 290,695.94	\$ 1,544,240.12	112%	
5	2,3,4	21-03-05	The Help Group Child and Family Center	\$ 600,000.00	\$ 25,000.00	\$ 625,000.00	\$ -	\$ -	\$ 239,688.28	\$ 864,688.28	44%	
6	2,4	21-03-06	Children's Bureau of Southern California	\$ 2,104,548.89	\$ 87,689.54	\$ 2,192,238.43	\$ 201,035.50	\$ -	\$ 840,726.22	\$ 3,234,000.15	54%	
7	1,4	21-03-07	SPIRITT Family Services	\$ 1,370,675.14	\$ 57,111.46	\$ 1,427,786.60	\$ 110,666.00	\$ -	\$ 547,557.89	\$ 2,086,010.49	52%	
8	2,4	21-03-08	South Bay Center for Counseling	\$ 1,481,916.79	\$ 61,746.53	\$ 1,543,663.32	\$ -	\$ -	\$ 591,996.89	\$ 2,135,660.21	44%	
ALL	ALL	21-03-04	Special Service for Groups	\$ 660,480.19	\$ 27,520.00	\$ 688,000.19	\$ 192,100.52	\$ -	\$ 263,848.86	\$ 1,143,949.57	73%	
ALL	ALL	21-03-01	United American Indian Involvement	\$ 600,000.00	\$ 25,000.00	\$ 625,000.00	\$ -	\$ -	\$ 239,688.27	\$ 864,688.27	44%	
<b>TOTAL</b>				<b>\$ 12,000,000.00</b>	<b>\$ 500,000.00</b>	<b>\$ 12,500,000.00</b>	<b>\$ 1,280,814.89</b>	<b>\$ 244,627.00</b>	<b>\$ 4,793,765.60</b>	<b>\$ 18,819,207.49</b>		
									ARPA Performance-Based Incentives	\$ 101,785.50	\$ 101,785.50	
									<b>TOTAL</b>	<b>\$ 4,895,551.10</b>	<b>\$ 18,920,992.99</b>	

## SOLE SOURCE CHECKLIST

Department Name: DEPARTMENT OF CHILDREN AND FAMILY SERVICES

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: 2/16/21 & 3/16/21

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS</b> Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist.”</i>
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input checked="" type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input type="checkbox"/>	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
<input type="checkbox"/>	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Michael J. Martinez Digitally signed by Michael J. Martinez  
Date: 2024.10.10 09:09:55 -07'00'

Chief Executive Office

10/10/2024

Date