

**AGREEMENT**  
**(Housing Resources Commission)**

**THIS AGREEMENT**, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri, acting by and through its **Housing Resources Commission**, hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **RECONCILIATION SERVICES, 3101 TROOST AVENUE, KANSAS CITY, MO 64109**, hereinafter referred to as "Contractor".

**WHEREAS**, on June 4, 1991, the voters of Jackson County authorized the County Legislature to impose a \$3.00 user fee on all instruments recorded with the County's Department of Records, the proceeds of which fee is to be used to provide funds for assistance to homeless persons; and,

**WHEREAS**, the County actually imposed said fee by Ordinance No. 1986, dated June 10, 1991; and,

**WHEREAS**, by Ordinance No. 2030, dated September 3, 1991, the Legislature created the Housing Resources Commission and designated said Commission as the agency of the County responsible for determining the allocation and distribution of the proceeds of the user fee; and,

**WHEREAS**, the Commission has reviewed Contractor's proposal for the expenditure of County user fee funds for the purpose of providing assistance to homeless persons in Jackson County; and,

**WHEREAS**, the Commission has determined that it is in the best interests of the County's citizens to provide funding to Contractor according to the terms and conditions

**FILED**  
SEP 21 2015  
MARY JO SPINO  
COUNTY CLERK

hereof;

**NOW, THEREFORE**, it is agreed by and between the parties as follows:

1. **SERVICES**. Contractor shall use the proceeds of this Agreement solely for the purpose of providing assistance to homeless persons in Jackson County, Missouri. Contractor agrees to use the funds as set out on the Housing Resources Commission Funding Request Form, attached hereto as Exhibit A. The budget Organization submitted as part of Exhibit A is considered final and non-changeable. If Organization encounters unforeseen circumstances that require a change to Organization's budget, Organization shall submit a written request to the Housing Resources Commission no later than October 30, 2015. Any changes to the budget must be approved by the Jackson County Legislature.

2. **TERMS OF PAYMENT**. The County shall pay to Contractor a total amount not to exceed \$9,000.00 for the purpose of providing assistance to homeless persons in Jackson County, Missouri. One quarter of this sum, or \$2,250.00, shall be paid to Contractor on a quarterly basis for the periods ending March 31, 2015, June 30, 2015, September 30, 2015, and December 31, 2015, upon receipt of Contractor's invoice and supporting documentation, provided that Contractor has submitted to the County the report(s) required under Paragraph 3 and Paragraph 5 hereof. Each quarter's payment will be issued after Contractor has submitted the required invoices and supporting documentation for reimbursement. The County reserves the right to audit all invoices and to reject any invoice for good cause. The County retains the right to deduct from an invoice of Organization any overpayment made by the County on a

prior invoice. The County retains the right to make invoice corrections/changes. The County will not reimburse sales tax expense.

3. **REPORTS/OTHER DOCUMENTATION**. Under this Agreement, Contractor shall submit appropriate reports, including copies of invoices and cancelled checks and/or a copy of the face of the check and corresponding bank statements and other documentation, as requested by the Housing Resources Commission staff to show that funds paid to Contractor by the County are being used for the purpose of providing assistance to homeless persons in Jackson County, Missouri. If the reports submitted do not satisfactorily demonstrate appropriate expenditures of County funds, payments are subject to downward adjustment to reflect the amounts actually spent on allowable services provided during the previous quarter. The final request for payment shall include a Quarterly Report and an Annual Report, which shall set out the program objectives and accomplishments, and a final reconciliation of funds. The Annual Report shall be submitted no later than January 31, 2016. Section 67.1071, R.S.Mo., specifically requires the Annual Report to include "statistics on the number of persons served by the agency, and shall include the results of an independent audit of expenditures of funds received by Contractor pursuant to this Agreement. Failure to submit said reports, including the Annual Report, shall result in the loss of future funding by the County.

Organization must notify the County in writing on Organization's letterhead, within five working days of the following changes:

- a. Organization name, address, telephone number, administration, or board of directors
- b. Organization funding that will affect the program under this contract
- c. Liability insurance coverage

- d. Management or staff responsible for providing services pursuant to this contract
- e. Any proposed or actual merger or acquisition either taken by the Organization or toward the Organization

4. **MAINTENANCE OF ACCOUNTS.** The parties recognize that this funding by the County serves to improve the quality and effectiveness of homelessness programs in Jackson County, Missouri. It is, therefore, declared as the express intent of the parties that the services to be rendered hereunder shall be in addition to those deemed necessary and required to maintain the efficient and effective operation of Contractor in its normal duties, and that none of the funds paid by the County pursuant to this Agreement shall serve to reduce any funds budgeted, or to be budgeted, by Contractor for operations as they exist at the time of this Agreement. Contractor shall not commingle the County's funds and shall keep funds received under this Agreement separate from all other Contractor funds and accounts until expended as herein provided.

5. **SUBMISSION OF DOCUMENTS.** No payment shall be made under this Agreement unless Contractor shall have submitted to the County's Director of Finance and Purchasing: (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) Contractor's IRS Form 990 from the previous fiscal or calendar year; (3) a statement of Contractor's total budget for its most recent fiscal year; and (4) a detailed explanation of actual expenditures of the County's funds (pertains to final payments and payments on contracts for future years). If Contractor has previously received funding from the County, to be eligible for future payments, Contractor must submit either an audited financial statement for Contractor's most-recent fiscal or calendar year by March 31 of the following year, or a certified public

accountant's program audit of the County's funds by January 31 of the following year. Any documents described herein which were submitted to the Director of Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. No payment shall be made if Contractor is out of compliance on any other County contract, or has not paid county taxes on all properties owned by Contractor and assessed by the County.

6. **EQUAL OPPORTUNITY**. Organization shall maintain policies of employment as follows:

A. Organization and Organization's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Organization shall take affirmative action as set forth to ensure that applicants are employed and employees are treated without regard to their race, religion, color, sex, age, disability, or national origin. Such action shall include, but not be limited, to the following: recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Organization agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.

B. Organization and Organization's subcontractor(s) shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for

employment without regard to race, religion, color, sex, age, disability, or national origin.

7. **EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED.** Pursuant to §285.530.1, RSMo, Contractor assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Contractor shall sign an affidavit, attached hereto and incorporated herein as Exhibit B, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

8. **AUDIT.** The parties agree that the County may, for any reason and at any given time, examine and audit the books and records of Contractor pertaining to its finances and operations. Further, Contractor agrees to establish and adopt such accounting standards and forms as recommended by the County prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document expenditure of these funds may be changed from time to time by the County.

9. **DEFAULT.** If Contractor shall default in the performance or observation of any covenant, term or condition herein contained to be performed by Contractor, the County shall give Contractor ten days written notice, setting forth the default. If said default shall continue and not be corrected by Contractor within ten days after receipt of notice from the County, the County may, at its election, terminate this Agreement and withhold any payments not yet made to Contractor. Said election shall not, in any way, limit the

County's rights to sue for breach of this Agreement.

10. **APPROPRIATION OF FUNDS**. Contractor and the County recognize that the County intends to satisfy its financial obligation to Contractor hereunder out of funds annually appropriated for that purpose by the County. County promises and covenants to make its best efforts to appropriate funds in accordance with this Agreement. In the event no funds or insufficient funds are appropriated and budgeted, or are otherwise unavailable by any means whatsoever for payment due hereunder, County shall immediately notify Contractor of this occurrence and this Agreement shall terminate on the last day for which appropriations were received, without penalty or expense to the County of any kind whatsoever, except as to the portions of the payment amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available, or at any time after the last date that County has paid for the Services, if earlier.

County further agrees:

a. That any funds authorized or appropriated for services rendered under this Agreement shall be applied to the payments hereunder until all such funds are exhausted.

b. That County will use its best efforts to obtain authorization and appropriation of such funds including, without limitation, the inclusion in its annual budget, a request for adequate funds to meet its obligation under this Agreement in full.

11. **CONFLICT OF INTEREST**. Contractor warrants that no officer or employee of the County, whether elected or appointed, shall, in any manner whatsoever, be interested in or receive any benefit from the profits or emoluments of this Agreement.

12. **SEVERABILITY.** If any covenant or other provision of this Agreement is invalid, or incapable of being enforced by reason of any rule of law or public policy, all other conditions and provisions of this Agreement shall, nevertheless, remain in full force and effect; and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

13. **INDEMNIFICATION.** Contractor shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Contractor during the performance of this Agreement.

14. **INSURANCE.** Organization shall maintain the following insurance coverage during the term of this Agreement.

A. Organization shall maintain Commercial General Bodily Injury and Property Damage Liability insurance, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

B. Organization shall maintain, if any motor vehicles are used in the performance of the Services, Commercial General Bodily Injury and Property Damage Liability insurance, and Automobile Liability insurance including owned, non-owned, or hired vehicles, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.



C. Organization agrees to provide the County with certificates of insurance evidencing the above described coverage prior to the start of Services, and annually thereafter, if required by the County. Such certificates shall provide that the applicable insurance policies have been endorsed to provide a minimum of thirty days advance notice to the County in the event of cancellation, non-renewal, or reduction in limits by endorsement.

15. **TERM.** The term of this Agreement shall commence January 1, 2015, and shall continue until December 31, 2015, unless sooner terminated pursuant to paragraph 9, 16, or 20 hereof. If this Agreement is terminated by either party, the County shall pay only for those services actually performed by Organization as verified by the County's audit.

16. **TERMINATION.** This Agreement may be terminated for any reason or no reason by either of the parties upon thirty (30) days' written notice to the other party's designated fiscal representative. All services and payments shall continue through the effective date of termination. Termination of this Agreement shall not constitute a waiver of the rights or obligations which the County or Organization may be entitled to receive as provided in this Agreement, or be obligated to perform under this Agreement for services prior to the date of termination. Should this Agreement terminate, all County written materials of any kind must be delivered and returned by Organization to the County within ten (10) days of the termination of this Agreement.

17. **STANDARD OF CARE.** Organization shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and

exercised by professionals operating under similar circumstances.

18. **FINANCIAL CONTACT.** Organization shall designate a fiscal representative to act as a liaison between the parties to resolve any problems, complaints, or special circumstances encountered in the billing of the services agreed upon here.

Fiscal Representative  
Q. Troy Thomas  
415 E. 12<sup>th</sup> Street, Suite 100  
Kansas City, MO 64106

**Reconciliation Services**  
Fr. Justin Mathews  
3101 Troost Avenue  
Kansas City, MO 64109  
(816) 931-4751 ext. 204

19. **COMPLIANCE.** The performance of this Agreement shall be subject to review by the County. The County Compliance Review Officer shall review this contract according to his responsibilities as set out in Chapter 6 of the Jackson County Code. Organization shall file quarterly compliance reports as required by the County Compliance Review Office. The County warrants that all books, records, accounts, and any other documents in the possession of the County relating to this Agreement are public records open for inspection in accordance with Chapter 610, RSMo.

20. **REMEDIES FOR BREACH.** Contractor agrees to faithfully observe and perform all of the terms, provisions, and requirements of this Agreement, and Contractor's failure to do so constitutes a breach of this Agreement. In such event, Contractor consents and agrees as follows:

- A. The County may, without prior notice to Contractor, immediately terminate this Agreement; and
- B. The County shall be entitled to collect from Contractor all payments made by the County to Contractor for which Contractor has not yet rendered services in accordance with this Agreement, and to collect

the County's reasonable attorney's fees, court costs and service fees if it is necessary to bring action to recover such payments.

21. **TRANSFER AND ASSIGNMENT**. Organization shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.

22. **ORGANIZATION IDENTITY**. If Organization is merged or purchased by another entity, the County reserves the right to terminate this Agreement. Organization shall immediately notify the county in the event it is merged or purchases by any other entity.

23. **CONFIDENTIALITY**. Contractor's records concerning the identities of those participating in its programs shall be strictly confidential; the County shall be entitled to examine said records in performing its audit and review functions, but shall not disclose said identities to any third party in any fashion.

24. **INFORMATIONAL REPORTING**. A representative of Contractor shall attend meetings of the County Legislature and the Housing Resources Commission when so requested by either of the above-referenced entities. The representative shall be prepared to answer any questions concerning payments made pursuant to this Agreement.

25. **SURPLUS FUNDS**. Any surplus funds not spent at the end of this Agreement term shall be returned to the County by the fifteenth of the month following the termination of this Agreement. These funds shall not be subject to reappropriation. The term "surplus funds" refers only to those funds that have not been committed for costs or purposes by purchase order, contract, or other formal documentation within the

Agreement term.

26. **PERFORMANCE REVIEW.** The performance of this Agreement shall be subject to review by the County or its designated agent. The County's Housing Resources Commission Director shall review the performance of this Agreement according to his/her responsibilities. Contractor agrees to file all required forms with the Housing Resources Commission Director. The Housing Resources Commission may provide to Contractor a list identifying specific areas funded by the proceeds of this Agreement to be reviewed or audited. The Housing Resources Commission and Contractor shall agree on the definition and scope of a review audit of each specific area identified. Contractor shall conduct internal review of each specific area identified and shall provide its findings to the Commission. The parties recognize that all books, records, accounts, and any other documents in the possession of the County relative to the funding of this Agreement, are public records and open for inspection and photocopying in accordance with Chapter 610, R.S.Mo.

27. **DISCONTINUANCE OF PROGRAM.** In the event Contractor should elect to discontinue this program, or file for bankruptcy, or participate in a reorganization, or go out of existence, or should a court of competent jurisdiction render a final decision in any way invalidating this Agreement or its purposes, Contractor shall remit any proceeds of this Agreement as are unexpended to the County.

28. **COMPLIANCE WITH RFP.** At all times in connection with the performance of its services hereunder, Contractor agrees to comply with and abide by the General Conditions, Specifications, and Guidelines contained in the County's RFP No. 49-13. Failure to comply with the terms of the RFP shall be a breach, remediable under

Paragraph 20 hereof. In the event of a conflict between any provision of this Agreement and a provision of the County's RFP No. 49-13, the provision of this Agreement shall govern.

29. INCORPORATION. This Agreement incorporates the entire understanding and agreement of the parties.

**IN WITNESS WHEREOF**, the County and Contractor have executed this Agreement this 21<sup>st</sup> day of September, 2015.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI

  
\_\_\_\_\_  
W. Stephen Nixon  
County Counselor

By   
\_\_\_\_\_  
Michael D. Sanders  
County Executive

ATTEST:

RECONCILIATION SERVICES

  
\_\_\_\_\_  
Mary Jo Spino  
Clerk of the Legislature

By   
\_\_\_\_\_  
Title Executive Assistant  
Federal Tax I.D. 36-4580402

**REVENUE CERTIFICATE**

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this Agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$9,000.00, which is hereby authorized.

September 15, 2015  
Date

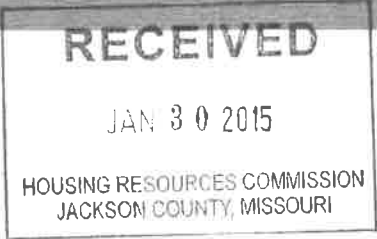
  
\_\_\_\_\_  
Director of Finance and Purchasing  
Account #043-7001-56789  
70012015010



**HOUSING RESOURCES COMMISSION FUNDING REQUEST  
FORM 2015 BUDGET**

415 E 12th Street, 2nd Floor  
Kansas City, MO 64106

Email: [hrc@jacksongov.org](mailto:hrc@jacksongov.org)



Section A: Organization or Agency Information . . . . . page 1  
 Section B: Agency's 2014 and 2015 Revenue Information . . . . . page 2  
 Section C: Individual Program Budget . . . . . page 3  
 Section D: Program Information . . . . . pages 4 -10

Section A: Organization or Agency Information	
Name:	Reconciliation Services
Full Address- City, State & Zip Code:	3101 Troost Ave., Kansas City, MO 64109
Phone No:	8169314751
	Fax: 8169314751
Website Address:	<a href="http://www.rs3101.org">www.rs3101.org</a>
Federal Tax ID No:	36-4580402
	Fiscal Year Cycle: Jan. 1, 2015- Dec. 31st, 2015
Executive Director:	Fr Justin Mathews
Name and Title of Principal Contact Person:	Fr Justin Mathews
Phone No:	816-931-4751 ex 204
Email Address:	<a href="mailto:frjustin@RS3101.org">frjustin@RS3101.org</a>
Major Program Activity (ies) - Check Only Those Activities For Which You Are Requesting Funding:	
Personal Services (Case Manager)	<input checked="" type="checkbox"/>
Bednights	<input type="checkbox"/>
Emergency Shelter	<input type="checkbox"/>
Transitional Living	<input type="checkbox"/>
Mortgage/Rent Assistance	<input type="checkbox"/>
Utilities	<input type="checkbox"/>
Other - Food/Clothing, ETC	<input type="checkbox"/>
<small>*must be approved by bcard</small>	
Submittal of this request has been authorized by: <u>Fr Justin Mathews</u>	
Date:	1/29/2015

**RECEIVED**

**Section B: Agency's 2014 and 2015 Revenue Information**

HOUSING RESOURCES COMM  
JACKSON COUNTY, MISSOURI

**Agency's 2015 Projected Revenue Information**

Funding Entity	Agency's 2014 Total Projected Revenue Source You Will Request 2014 Funding From	Projected Amount	% of Total Revenue
Federal	Corporation for National and Community Service \$423,797, FEMA \$3,000	\$ 426,797	42
State		\$ -	0
Jackson County	Jackson County Mental Health Levy \$11,613/Jackson County Housing Resources Commission \$9,000/Jackson County COMBAT \$12,000	\$ 32,613	3
Other Counties		\$ -	0
City	Neighborhood Tourism Development Fund	\$ 6,500	1
Charity/Donations	Foundation, Corporate, Individual, United Way and in-kind contributions	\$ 524,800	51
Fundraisers		\$ 25,650	2
Other	Medicine Cabinet Fees for Service and Other	\$ 10,100	1
<b>2015 Total Projected Revenue</b>		<b>\$ 1,026,460</b>	

**Agency's 2014 Revenue Information**

Funding Entity	Agency's 2014 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	Corporation for National and Community Service \$395,354/FEMA \$3,000	\$ 398,354	45
State		\$ -	0
Jackson County	Jackson County Mental Health Levy \$28,927/Jackson County Housing Resources Commission \$12,000/Jackson County COMBAT \$11,974	\$ 52,901	6
Other Counties		\$ -	0
City	Neighborhood Tourism Development Fund	\$ 4,946	1
Charity/Donations		\$ 404,838	46
Fundraisers		\$ 22,178	2
Other (please list)	Medicine Cabinet Fees for Service \$2,601, gain on sale of contributed assets \$2,323 and other \$366	\$ 5,292	1
<b>2014 Total Revenue</b>		<b>\$ 888,509</b>	

**If your agency received funding from Jackson County in 2014, please identify the funding source, dollar amount and program name below.**

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 11,974	Reconciliation Combat
Mental Health Levy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 28,927	SnAP
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
<b>Housing Resources Commission</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>\$ 12,000</b>	<b>Emergency Services</b>
Outside Agency Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
<b>2015 Total Jackson County Funding</b>			<b>\$ 52,901</b>	

**PERSONAL SERVICES**

For each salary request below please attach a job description of duties

Position / Title (Case Managers Only)	Annual Salary	% of Salary to be funded by Jackson Co HRC	Amount of Salary to be funded by Jackson Co HRC
Sylvia Goodloe	39,270	8.00%	\$ 3,142
Eric Qualls	31,000	16.02%	\$ 4,966
			\$ -
			\$ -
Fringe Benefits (limited to 20% of salaries)			\$ 892

**Total Personal Services \$ 9,000**

**SHELTER ASSISTANCE - Bednights, Emergency Shelter, Transitional Living**

Maximum \$50 Per Individual / \$100 Per Family (Total \$300 Individual / \$500 Family)

Type: Bednights, Emergency Shelter, or Transitional Living	Unit Cost	Number of Units	Total Item Cost	2014 Jackson County HRC Request	Matching Funds	Total Item Cost
			-			
			-			
			-			

**Total Shelter Assistance \$ -**

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JAN 30 2015

HOUSING RESOURCES COMMISSION  
JACKSON COUNTY, MISSOURI

**MORTGAGE / RENTAL ASSISTANCE**

Client must provide statement of arrears or foreclosure from landlord (on letterhead) to qualify

Type: Mortgage or Rent	Unit Cost	Number of Units	Total Item Cost	2014 Jackson County HRC Request	Matching Funds	Total Item Cost
			-			
			-			
			-			

**Total Mortgage / Rental Assistance \$ -**

**UTILITIES**

Client must provide statement of arrears on utility company letterhead to qualify

	\$300 Maximum Per Client	Number of Units	Total Item Cost	2014 Jackson County HRC Request	Matching Funds	Total Item Cost
			-			
			-			
			-			

**Total Utilities \$ -**

**OTHER (Food, Clothing, Etc\*.)**

\*Must provide statement of explanation on letterhead-subject to HRC Board approval

Maximum of \$50 Per Individual / \$100 Per Family Per Year

Type: Please Describe	Unit Cost	Number of Units	Total Item Cost	2014 Jackson County HRC Request	Matching Funds	Total Item Cost
			-			
			-			

**Total Other \$ -**

**TOTAL 2015 JACKSON COUNTY HRC REQUEST \$ 9,000**



## Section D: 2014 Program Information

**Agency Name:** Reconciliation Services

**Program Name:** Emergency Services Program

### Proposed Program

Detail functions to be performed by each program.

Funding from the Jackson County Housing Resources Commission will allow Reconciliation Services to fund a BA level Caseworker and extend the use of our MSW level Case manager in the Emergency Services Program.

**CASE MANAGEMENT:** RS assists low-income clients/households unable to receive assistance elsewhere with professional case management services. A case manager works with clients assisting in accessing funds to cover costs of utility, rental, transportation assistance and other basic needs through brief case management. Clients seeking this service are asked first to look for assistance from the other larger agencies to ensure we remain focused on those falling through the cracks.

**DOCUMENT ASSISTANCE:** Documents (State ID/Birth certificates) are needed for every level of assistance. Thursdays RS offers free, walk-in document assistance using a voucher system assuring cost efficiency/security. This time intensive and critical self-sufficiency capacity building program enables thousands of RS clients to achieve greater self-sufficiency improving access to education, housing, jobs, health care, etc.

**LOAVES AND FISHES (PANTRY):** Monday from 10-6pm food pantry is available to those who have exhausted all other pantry options.

**MEDICINE CABINET (MC):** Provides one month's assistance for medications, glasses, dental emergencies, dentures, durable medical supplies, and hearing aids for those that cannot afford them.

**SHELTER-PLUS CARE (SPC):** SPC assists the homeless that struggle with mental health issues. Many of the clients needing assistance have severe mental health issues that alienated from other agencies providing vouchers. Initially case management is very intensive as clients must learn to cope with issues that kept them chronically homeless previously, as well as daily obligations of maintaining a home. Because of the intensity of this case management only a limited number of clients may be in this program until staff capacity is increased. When clients come to us meeting the criterion for this program AND cannot receive a voucher elsewhere, we assess our current clients for stability and transfer their voucher to another agency making room for a new person needing our specialized care.

**FRIDAY NIGHT MEAL & INTERNET CAFE:** RS provides 250-300 hot, nutritious meals each Friday. RS offers the only public high speed WIFI on Troost, both in the building (weekly) and at the bus stops outside (24-7). This computing center encourages

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JAN 30 2015

HOUSING RESOURCES COMMISSION  
JACKSON COUNTY, MISSOURI

## Section D: 2014 Program Information

Agency Name: Reconciliation Services

Program Name: Emergency Services Program

### Agency History / Background

Briefly describe your agency's history and background.

Reconciliation Services (RS) emerged out of Reconciliation Ministries, a 25-year old inter-faith organization that became an Eastern Orthodox Church. The social service arm, Reconciliation Services, was developed as its own entity with the knowledge that every person is to be provided services without discrimination.

Reconciliation Services is located on Troost Avenue at 31st Street, as was stated, historically referred to as the racial dividing line in Kansas City. According to APHA research, "Generally, discrimination is associated 'with poor health status, and the association is strongest in the case of mental health' (Williams, Neighbors, and Jackson. 2008, American Public Health Association).

RS has been built upon a three-legged stool of micro, mezzo, and macro interventions knowing the dynamic relationship, both positively and negatively, of these interrelated systems. At RS we care for the emergent needs of the families and individuals. When they are ready to move to the mezzo level we provide counseling and group therapy, all the while connecting them to a relationally supportive community.

Mission: Reconciliation Services' mission is to reveal the strengths of those we serve by providing emergency services, promoting selfsufficiency and building community.

Vision: The vision of Reconciliation Services is Troost transformed from a dividing line to a gathering place.

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JAN 30 2015

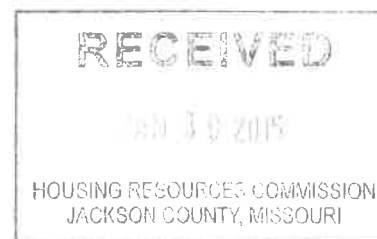
HOUSING RESOURCES COMMISSION  
JACKSON COUNTY, MISSOURI

## Section D: 2014 Program Information

**Agency Name:** Reconciliation Services

**Program Name:** Emergency Services Program

<b>Participants</b>	
Identify the number of participants by County that each program serves.	
Jackson, MO	2,400
Clay, Platte, Cass, MO	32
Wyandotte, Johnson, KS	50
Other Missouri	20
<b>Target Population</b>	
Describe target population and demographics to be served by each program.	
<p>The Program target population are low income individuals needing financial assistance in crisis, homeless, disconnected, unemployed, under-employed, uninsured and underinsured persons not able to receive care, medicine, rent/utilities assistance or other basic needs anywhere else. Services are centered around 31st Street and Troost in Kansas City, MO. The program especially targets individuals within this group seeking long-term sources of support and requiring assistance to secure that support.</p> <p>From demographic assessments on our clients we found that 80% of RS clients are uninsured; 15% on Medicaid; 5% on Medicare. The ethnicities of RS clients are very diverse: 75% are African-American; 15% are European-American; 10% are Immigrants/Refugees; 7% are Hispanic/Latino; 2% are Native American/Alaskan; 1% are Asian/Pacific Islanders.</p> <p>The population served by RS is truly one that continues to fall between the cracks in KC leading to greater homelessness among our target population. Many clients suffer from untreated and undiagnosed mental illnesses or are clients who have stopped their medication and refuse to go back to mental health treatment centers. Others are struggling with substance abuse but are not in treatment. Still others have serious risk factors and unmet needs that if not addressed lead to poor health outcomes, social exclusion, job loss, housing instability, increased poverty, early initiation to problem behaviors and to violence. It is our experience that without evidence based interventions a relationally supportive community such as offered by RS this cycle of poverty, homelessness and alimentionation has been and continues to be repeated generationally within our community and especially our target population.</p>	



**Section D: 2014 Program Information**

**Agency Name:** Reconciliation Services

**Program Name:** Emergency Services Program

**Service Delivery Area**

Identify your specific geographic service delivery area for each program.

The service location is: 3101 Troost Ave. Kanas City, MO 64109

**Fund Separation**

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

We account for every dollar of designated or restricted funding in separate general ledger accounts and undergo third party audits annually. We can provide a detailed report of all expenditures matched with the individuals provided services with designated resources. Further, we log each client in the MAAC system and can provide the number of Jackson County residents worked with in the Program.

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HOUSING RESOURCES COMMISSION  
JACKSON COUNTY, MISSOURI

## Section D: 2014 Program Information

Agency Name: Reconciliation Services

Program Name: Emergency Services Program

### Approach & Method

List the top three (3) objectives for each program.

Emergency Services Program Objectives for 2015 for EA and Case Management Clients:

- Number of households who receive food assistance: 5000-6000
- Number of households who sustain utility service for a minimum of 30 days through utility assistance: 40-60

- Number of households who sustain housing for a minimum of 30 days through rent/mortgage assistance: 15-30
- Number of households who receive assistance to purchase medicine or medical supplies: 300

- Number of households who receive clothing assistance: 5-10 (not including many Material Goods support at Friday Meals)
- Number of households who receive transportation assistance: 50-100

### Detail specific methods you will use to achieve these objectives.

RS bases our case management and therapeutic services on the Scott Henggeler's evidence based practice model of Multi-System Treatment [MST] with a rap around multi-disciplinary team approach. We have used this practice model for the past year and have demonstrated its success in the following ways: Based on Satisfaction Surveys; we have a satisfaction rate of 94%

RS staff also uses an evidence based Motivational Interviewing approach. Motivational Interviewing focuses on exploring and resolving ambivalence and centers on motivational processes within the individual that facilitate change. Motivational Interviewing is a collaborative, goal oriented method of communication with particular attention to the language of change. It is designed to strengthen an individual's motivation for and movement toward a specific goal by eliciting and exploring the persons own arguments for change. When client or other income can be secured, RS also uses a Rapid Rehousing model with homeless clients. Rapid Re-Housing is based on evidence that indicates that individuals and families have better outcomes if they spend more time in permanent housing. Thus, Rapid Re-Housing concentrates on assisting homeless persons move into permanent housing before any programs are delivered.

### Evaluation

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JACKSON COUNTY, MISSOURI

WORK AUTHORIZATION AFFIDAVIT


As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **Reconciliation Services**, is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **Reconciliation Services**, does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

  
\_\_\_\_\_  
Authorized Representative's Signature  
Executive Assistant  
Title

Jonathan Reavis  
\_\_\_\_\_  
Printed Name  
9/4/15  
\_\_\_\_\_  
Date

Subscribed and sworn before me this 4<sup>th</sup> day of September, 2015. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on 12/3/18.

  
\_\_\_\_\_  
Signature of Notary

9/4/15  
\_\_\_\_\_  
Date