

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, **RESTART, INC., 918 E. 9TH ST., KANSAS CITY, MO 64106**, hereinafter referred to as "Contractor".

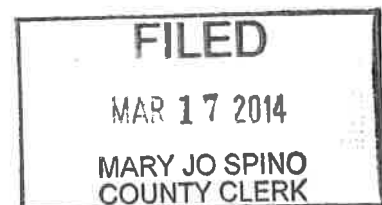
WHEREAS, on June 4, 1991, the voters of Jackson County authorized the County Legislature to impose a \$3.00 user fee on all instruments recorded with the County's Department of Records, the proceeds of which fee is to be used to provide funds for assistance to homeless persons; and,

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 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 31, 2014. 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 **\$30,000.00** for the purpose of providing assistance to homeless persons in Jackson County, Missouri. One quarter of this sum, or **\$7,500.00**, shall be paid to Contractor on a quarterly basis for the periods ending March 31, 2014, June 30, 2014, September 30, 2014, and December 31, 2014, 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, 2015. 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, 2014, and shall continue until December 31, 2014, 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
Troy Thomas
415 E. 12th Street, Suite 100
Kansas City, MO 64106

reStart, Inc.
Evelyn E. Craig
President and CEO
918 E. 9th St
Kansas City, MO 64106
(816) 472-5664

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 17th day of March, 2014.

APPROVED AS TO FORM:



W. Stephen Nixon
County Counselor

JACKSON COUNTY, MISSOURI

By 

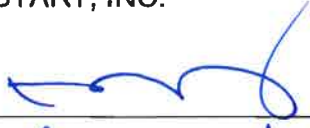
Michael D. Sanders
County Executive

ATTEST:



Mary Jo Spino
Clerk of the Legislature

RESTART, INC.

By 

Title President & CEO
Federal Tax I.D. 43-1349378

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 \$30,000.00, which is hereby authorized.

March 13, 2014

Date



Director of Finance and Purchasing
Account #043-7001-56789

7001 2014 009

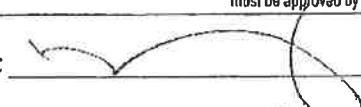


**HOUSING RESOURCES COMMISSION FUNDING REQUEST FORM
2014 BUDGET**

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

Email: hrc@jacksongov.org

Section A: Organization or Agency Information page 1
 Section B: Agency's 2013 and 2014 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: | reStart, Inc. |
| Full Address- City, State & Zip Code: | 918 E. 9th Street, Kansas City, MO 64106 |
| Phone No: | 816-472-5664 |
| Fax: | 816-472-6127 |
| Website Address: | www.restartinc.org |
| Federal Tax ID No: | 43-1349378 |
| Fiscal Year Cycle: | January 1 - December 31 |
| Executive Director: | Evelyn E. Craig |
| Name and Title of Principal Contact Person: | Evelyn E. Craig, President & CEO |
| Phone No: | 816-472-5664 X252 |
| Email Address: | ecraig@restartinc.org |
| Major Program Activity (ies) - Check Only Those Activities For Which You Are Requesting Funding: | |
| Personal Services (Case Manager) | <input type="checkbox"/> |
| Bednights | <input checked="" type="checkbox"/> |
| Emergency Shelter | <input checked="" 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 board</small> | |
| Submittal of this request has been authorized by: |  |
| Date: | 16-Sep-13 |

Section B: Agency's 2013 and 2014 Revenue Information

Agency's 2014 Projected Revenue Information

| Funding Entity | Agency's 2014 Total Projected Revenue Source You Will Request 2014 Funding From | Projected Amount | % of Total Revenue |
|-------------------------------------|---|---------------------|--------------------|
| Federal | HUD, HHS | \$ 865,674 | 25 |
| State | MHDC, MHTF | \$ 548,993 | 16 |
| Jackson County | JCMHL, JC Anti Drug, HRC | \$ 186,795 | 5 |
| Other Counties | | \$ - | 0 |
| City | CDBG, ESG, SHP | \$ 653,242 | 19 |
| Charity/Donations | Individuals, corporations, United Way, Foundations | \$ 1,002,580 | 29 |
| Fundraisers | RevUp for reStart | \$ 126,000 | 4 |
| Other | Resident income (shared maintenance & rent) | \$ 70,256 | 2 |
| 2014 Total Projected Revenue | | \$ 3,453,538 | |

Agency's 2013 Revenue Information

| Funding Entity | Agency's 2013 Total Revenue Source You Received Funding From | Amount | % of Total Revenue |
|---------------------------|--|---------------------|--------------------|
| Federal | HUD, HHS | \$ 824,451 | 25 |
| State | MHDC, MHTF | \$ 522,850 | 16 |
| Jackson County | JCMHL, JC Anti Drug, HRC | \$ 182,900 | 6 |
| Other Counties | | \$ - | 0 |
| City | CDBG, ESG, SHP | \$ 622,135 | 19 |
| Charity/Donations | Individuals, corporations, United Way, Foundations | \$ 954,838 | 29 |
| Fundraisers | RevUp for reStart | \$ 115,000 | 3 |
| Other (please list) | Resident income (shared maintenance & rent) | \$ 66,910 | 2 |
| 2013 Total Revenue | | \$ 3,289,084 | |

If your agency received funding from Jackson County in 2013, 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"/> | \$ 88,500 | YES, FTL & ATL |
| Mental Health Levy | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$ 74,400 | FTL & ATL |
| Board of Services for Developmentally Disabled | <input type="checkbox"/> | <input type="checkbox"/> | \$ - | |
| Domestic Violence Board | <input type="checkbox"/> | <input type="checkbox"/> | \$ - | |
| Housing Resources Commission | <input checked="" type="checkbox"/> | <input type="checkbox"/> | \$ 20,000 | FS |
| Outside Agency Program | <input type="checkbox"/> | <input type="checkbox"/> | \$ - | |
| 2013 Total Jackson County Funding | | | \$ 182,900 | |

Section C: 2014 Budget

Agency: reStart, Inc.

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 |
|--|---------------|--|---|
| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| Fringe Benefits (limited to 20% of salaries) | | | \$ - |

Total Personal Services

\$ -

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 |
|--|-----------|-----------------|-----------------|---------------------------------|----------------|-----------------|
| Bednights, Emergency Shelter | 100 | 900 | 90,000 | 30,000 | 60,000 | 90,000 |
| | | | - | | | |
| | | | - | | | |

Total Shelter Assistance \$ 30,000

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 2014 JACKSON COUNTY HRC REQUEST \$

30,000

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Agency History / Background

Briefly describe your agency's history and background.

reStart began serving homeless persons in 1981 and was incorporated in 1984. Over our 30 years of service in the Kansas City area, reStart has evolved from an emergency shelter for adult men and women into a community advocate addressing the underlying causes of chronic and generational homelessness for all populations. We added transitional housing for adults in 1986 and began offering services to homeless families with children in 1991. In response to growing numbers of homeless youth, we opened a youth shelter for homeless boys ages 12-18 in 2004, and renovated the shelter to also accommodate girls in 2007. Because some youth cannot be reunited with stable family or friends we added a Youth Transitional Living program in 2009, expanding from four beds to eight beds in 2012. We have operated permanent supportive housing programs for adults with mental illness and co-occurring disorders since 2006 and we added a scattered-site permanent housing program for individuals and families with disabilities in 2012. We have provided outreach and day shelter to chronically homeless persons since 2005 and we have offered homeless prevention and rapid re-housing services since 2009. In 2012 we brought the 100,000 Homes National Initiative to Kansas City. Thanks to a coalition of more than 20 agencies working with reStart, 100,000 Homes KC has already placed 174 of our community's most vulnerable individuals and families into permanent homes.

Today, reStart is the only homeless agency in Kansas City serving all populations—single adults, ex-offenders, persons with HIV/AIDS, veterans, transgendered persons, persons with disabilities, traditional and non-traditional families, and unaccompanied youth (ages 12-18)—with a full continuum of care from street outreach and emergency shelter to transitional and permanent housing. We provide wraparound supportive services on-site to help clients increase skills and income, improve self-sufficiency and achieve and sustain permanent housing. Supportive services include strengths-based case management, mental health assessments and therapy, housing and employment assistance, substance abuse education and treatment, health and wellness programming, job skills and life skills classes, parenting and recovery groups, and arts and children's programs. In 2012, reStart provided a total of 95,661 bed nights of shelter and services to 16,289 unduplicated homeless persons, including 198 families and 9001 children and youth. During 2012 we moved 684 persons (420 households) into permanent homes.

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Proposed Program

Detail functions to be performed by each program.

Each night reStart's Family Shelter provides shelter, food, clothing, and basic necessities for up to 11 homeless families with children that would otherwise be forced to sleep on the streets, in cars or doubled up with family and friends. In addition, our program provides intensive strengths-based case management to help families resolve crises, identify goals and access wraparound supportive services including mental health assessments and treatment; health, vision and dental care; substance abuse counseling; life skills, job skills and parenting classes; financial literacy education; health, nutrition, and wellness activities; health benefits advocacy; housing and employment services; domestic violence assistance; arts therapy and arts activities; and recreational and children's programming.

In January 2012, reStart successfully transformed our Family Emergency Shelter (that had previously housed families in crisis for a maximum of 30 days) into the Family Shelter, where families can stay for up to 180 days, during which they participate in intensive programming centered on increasing income and moving families directly into permanent housing. These programming changes are based on the evidence-based Housing First model that calls for first moving homeless persons into stable housing, and then connecting them to supportive services designed to help them sustain permanent housing. During 2012, our Housing First Family Shelter served 64 families (91 adults and 107 children) with the following impressive results:

1. 49 families (76%) increased income -- 38 families (59%) through employment and an additional 11 families (17%) through attaining mainstream benefits.
 2. 86% of families discharged from the program (48 of 56*) moved into long-term transitional or permanent housing within 180 days. Most notably, 40 (71%) of these families moved directly into permanent housing, compared to only 12 families that achieved this outcome under the old program model in all of 2011.
- *Note: Eleven families were unsuccessfully discharged due to conduct problems or non-participation in program activities, and the remaining five families were still in the program and actively working toward their goals as of January 1, 2013.

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

| Participants | |
|---|--|
| Identify the number of participants by County that each program serves. | |
| Jackson, MO | 171 participants |
| Clay, Platte, Cass, MO | 4 participants |
| Wyandotte, Johnson, KS | 8 participants |
| Other Missouri | 0 participants from other MO or KS; 27 from out of state |
| Target Population | |
| Describe target population and demographics to be served by each program. | |
| <p>Although reStart serves chronically homeless families suffering from high rates of domestic violence, mental illness, substance abuse, and chronic health problems, we also serve a significant number of first-time homeless families that have lost housing after a crisis such as a serious illness or job loss. Our Family Shelter clients are 55% African American, 33% Caucasian, 2% Asian/Pacific Islander, and 10% multiple races or other. 3% are Hispanic. 40% are male, 60% are female and 100% live below the federal poverty level. 54% of FS residents are children and 84% of these are under age 10. We project that our Family Shelter program will serve 65 families (210 individuals) in 2014.</p> <p>Our community's January 2013 Point In Time Survey, counted 389 homeless families in Kansas City including 24 families with veterans. Of that total, 234 families were sheltered in emergency shelters, domestic violence shelters or transitional housing and the other 115 families were living unsheltered in parks, abandoned buildings, campgrounds, on the streets, or doubled up with family or friends. These unsheltered families are the population targeted by reStart's Family Shelter program. Homeless families can enter reStart's Family Shelter directly from the streets and receive up to 180 days of crisis intervention and intensive Housing First services designed to move them into permanent housing. Funding from a Emergency Solutions Grant from the City of Kansas City Missouri allows us to provide direct assistance with rent and utility deposits and payments to rapidly re-house eligible families. We also provide employment counseling and benefits advocacy to help clients increase income so that they are equipped to sustain permanent housing long-term.</p> | |

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Service Delivery Area

Identify your specific geographic service delivery area for each program.

reStart's Family Shelter program provides shelter and services to homeless families from throughout the five-county metropolitan area and beyond. Unfortunately, despite a recent decrease in family homelessness nationwide, the number of homeless families in Missouri continues to grow. According to the National Alliance to End Homelessness, between 2009 and 2011 Missouri had the fourth biggest increase in family homeless of all 50 states. As the only family shelter in our community that accepts unmarried parents, families headed by same-sex partners, families headed by single fathers and families that include teenaged boys, reStart's Family Shelter is always full and must turn away 8-10 families each day due to lack of space.

Our community's January 2013 Point In Time Survey, counted 389 homeless families in Kansas City including 24 families with veterans. Of that total, 234 families were sheltered in emergency shelters, domestic violence shelters or transitional housing and the other 115 families were living unsheltered in parks, abandoned buildings, campgrounds, on the streets, or doubled up with family or friends. These unsheltered families are the population targeted by reStart's Family Shelter program. Homeless families can enter reStart's Family Shelter directly from the streets and receive up to 180 days of crisis intervention and intensive Housing First services designed to move them into permanent housing. Funding from a Emergency Solutions Grant from the City of Kansas City Missouri allows us to provide direct assistance with rent and utility deposits and payments to rapidly re-house eligible families. We also provide employment counseling and benefits advocacy to help clients increase income so that they are equipped to sustain permanent housing long-term.

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.

The Shelter Manager completes an intake form for each family accepted into the Family Shelter program. During the intake, clients are asked to identify the City and County they had been living in before coming to reStart, and the Shelter Manager notes that information on their intake form. Intake forms are kept in client files and the information is also entered into MAACLink. We only bill the Jackson County Housing Resource Commission for bed night costs for those families that identify themselves as residents of Jackson County, Missouri.

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Approach & Method

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

1. To help families increase income either through employment or mainstream benefits (such as Supplemental Nutrition Assistance Program benefits, Temporary Assistance for Needy Families or Medicaid).

2. To move homeless families off the streets and into long-term transitional or permanent housing within 180 days.

3. To equip families to sustain permanent housing long-term.

Detail specific methods you will use to achieve these objectives.

We require all clients to create a goal plan to increase income through employment and/or benefits. Our Housing & Employment Specialist helps clients create resumes, perform job searches, attend employment fairs and learn effective interviewing and networking skills. reStart also serves as a SNAP center where clients can access the Full Employment Council's online job resources. Our Health Benefits Advocate assists clients in applying for mainstream benefits and appealing benefit denials. reStart's Housing & Employment Specialist also helps families find appropriate permanent housing either in reStart's permanent housing programs or through the Housing Authority, private landlords, or other community resources. Direct assistance funds for rent and utility deposits and rent payments are available for up to six months for eligible families through an ESG contract with the City of Kansas City, Missouri. Clients needing longer-term assistance (usually to address serious mental health or substance abuse problems) are encouraged to apply for our transitional living programs, where families can receive housing and supportive services for up to 24 months. To ensure that clients have the resources they need to remain in permanent housing long-term, we provide aftercare services for up to six months after clients leave reStart.

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Evaluation

How can the success of each program be evaluated?

Indicate performance measures or statistics you will use to demonstrate the success of each program.

Outcome #1: 90% of families in the Family Shelter program will increase income through employment and/or mainstream benefits.

Measurement: Program staff record client income information at intake and enter that information into the MAACLink database. When clients receive a mainstream benefit or obtain employment, the client's case manager also records that information in MAACLink. reStart's Director of Programs for Families & Adults uses this MAACLink data to report on this outcome.

Outcome #2: 80% of families will move into long-term transitional or permanent housing within 180 days.

Measurement: The Family Shelter program staff track the number and percentage of clients exiting to long-term transitional or permanent housing by entering each client's exit destination into MAACLink. reStart's Director of Programs for Families & Adults uses this MAACLink data to report on this outcome.

Outcome #3: 50% of families achieving permanent housing will maintain this housing for at least six months after leaving the Family Shelter.

Measurement: The Family Shelter staff contacts each family that has exited the program to permanent housing weekly for the first month and then at least monthly for the next five months to provide on-going case management and support. After each consultation, staff records the family's housing status in MAACLink. reStart's Director of Programs & Services uses this MAACLink data to report on this outcome.

Section D: 2014 Program Information

Agency Name: reStart, Inc.

Program Name: Family Shelter

Mental Health

How does your agency deal with mental health due to homelessness?

Many of the homeless individuals and families reStart serves have mental health problems that preceded the loss of housing, while others suffer from mental health problems that result from the trauma, grief, and loss endemic to life in shelters and on the streets. (Shelter Health: Essential of Care for People Living In Shelters, Kraybill & Olivet, May 2006). Among adults and children at reStart: 63% self-report experiencing past or recent trauma, 68% rate their level of distress as significant, and 54% rate the severity of those traumas as extreme (vs. mild or minor). To better meet the needs of these clients, reStart is in the process of training all staff to provide trauma-informed care.

In addition to high rates of trauma, 67% of our clients also have severe and complex mental health and substance abuse issues that, left untreated, negatively impact their ability to find and sustain permanent housing or employment. The five most prevalent mental health diagnoses for our clients are depressive disorders (42%), substance abuse/dependency (47%), personality disorders (18%), bipolar mood disorder (45%), and anxiety disorders (30%). (Note: percentages total to more than 100% because many clients are dually- or triply-diagnosed). We have two full-time licensed therapists, a full-time Substance Abuse Prevention Educator and a full-time Substance Treatment Specialist on staff to help address our clients' mental health needs. We also work with numerous community partners to provide clients with referrals for more intensive or ongoing services if we cannot address our clients' needs in-house.

What programs does your agency have in place or utilize to address mental health issues for the homeless population?

Staffed by two licensed therapists and two substance abuse specialists, reStart's Mental Health Services program provides comprehensive mental health assessments; crisis intervention; case management; group and individual therapy (adult, child, and family); and substance abuse counseling, as well as referrals to community mental health and substance abuse providers for medication management, day treatment, inpatient care and continued services after clients leave reStart. In addition to strengths-based case management, reStart's mental health professionals use a variety of evidence-based therapeutic approaches including Cognitive-Behavioral Therapy, Motivational Interviewing, the Trauma Recovery and Empowerment Model (TREM), the Developmental Treatment Model for Substance Abuse, and the Trans-Theoretical Model of Change for Substance Abuse.

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 **reStart Inc**, 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, **reStart Inc**, 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.)

[Signature]
Authorized Representative's Signature
President & CEO
Title

EUEYN E-SR26
Printed Name
3-7-14
Date

Subscribed and sworn before me this 7th day of March, 2014. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on Nov. 21, 2017.

[Signature]
Signature of Notary

3/7/14
Date

