

RLR
5/1/14

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, **SALVATION ARMY - LINWOOD CENTER SUPPORTIVE HOUSING, 101 W. LINWOOD BLVD., KANSAS CITY, MO 64111**, 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
APR 22 2014
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 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 **\$10,000.00** for the purpose of providing assistance to homeless persons in Jackson County, Missouri. One quarter of this sum, or **\$2,500.00**, 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

**Salvation Army - Linwood Center
Supportive Housing**
Ramona Quinn
Program Director
101 W. Linwood Blvd.
Kansas City, MO 64111
(816) 756-2769

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.

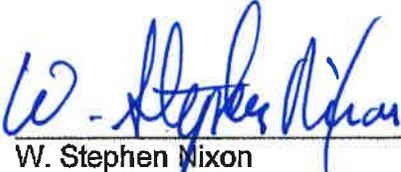
Paragraph 20 hereof. In the event of a conflict between any provision of this Agreement and a provision of the County's RFP No. 49-13, the provision of this Agreement shall govern.

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 2nd day of April, 2014.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI



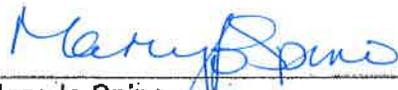
W. Stephen Nixon
County Counselor

By 

Michael D. Sanders
County Executive

ATTEST:

SALVATION ARMY - LINWOOD



Mary Jo Spino
Clerk of the Legislature

By 

Bramwell E. Higgins
Secretary
Title _____
Federal Tax I.D. 44-05445998

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 \$10,000.00, which is hereby authorized.

April 17, 2014

Date



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

7001 2014 014



**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:	The Salvation Army - Liwood Center Supportive Housing Program
Full Address- City, State & Zip Code:	101 West Linwood Blvd., Kansas City, MO 64111
Phone No:	816-756-2769 Fax: 816-756-3596
Website Address:	www.salarmy.mokan.org
Federal Tax ID No:	44-0545998 Fiscal Year Cycle: 2014
Executive Director:	Major Charles H. Smith
Name and Title of Principal Contact Person:	Ramona Quinn, Program Director
Phone No:	816-285-2495 Email Address: ramona_quinn@usc.salvationarmy.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 type="checkbox"/> Transitional Living <input checked="" type="checkbox"/>	
Mortgage/Rent Assistance <input type="checkbox"/> Utilities <input checked="" type="checkbox"/> Other - Food/Clothing, ETC <input checked="" type="checkbox"/> <small>*must be approved by board</small>	
Submittal of this request has been authorized by: 	
Date: 9/10/13	

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 Continuum of Care Grant	\$ 241,211	44
State		\$ -	0
Jackson County	Jackson County Housing Resource Commission	\$ 15,000	3
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Restricted Donations	\$ 20,432	4
Fundraisers	Salvation Army City Fund Allocation	\$ 185,537	34
Other	United Way	\$ 83,396	15
2014 Total Projected Revenue		\$ 545,576	

Agency's 2013 Revenue Information			
Funding Entity	Agency's 2013 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	Hud Continuum of Care Grant	\$ 236,698	44
State		\$ -	0
Jackson County	Jackson County Housing Resource Commission	\$ 15,000	3
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	Restricted Donations	\$ 26,375	5
Fundraisers	Salvation Army City Fund Allocation	\$ 178,787	33
Other (please list)	United Way	\$ 83,396	15
2013 Total Revenue		\$ 540,256	

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 type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Mental Health Levy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Housing Resources Commission	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 15,000	Linwood Supportive Housing
Outside Agency Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
2013 Total Jackson County Funding			\$ 15,000	

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
Bed Nights TL - 12 Families	50	120	6,000	6,000	6,000	12,000
Bednights TL - 5 Single Women	25	80	2,000	2,000	2,000	4,000
Total Shelter Assistance \$				8,000		

MORTGAGE / RENTAL ASSISTANCE

Client must provide statement of arrears or foreclosure from landlord (on letterhead) & 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
Utility Assistance	250	4	1,000	1,000	1,000	2,000
Total Utilities \$				1,000		

OTHER (Food, Clothing)

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
Food Assistance - Families	100	8	750	750	750	1,500
Food Assistance - Single Women	50	5	250	250	250	500
				\$ 1,000		

TOTAL 2014 JACKSON COUNTY HRC REQUEST \$ 10,000

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Agency History / Background

Briefly describe your agency's history and background.

The Salvation Army has served the Kansas City community since 1885. Nationally, The Salvation Army is one of the largest providers of services to the homeless.

Locally, The Salvation Army has provided shelter and services to the homeless in our community since 1973. Currently, The Salvation Army operates several homeless service programs in the metropolitan area: the Family Lodge and Johnson County Transitional Housing in Olathe, Kansas, the Harbor Light Village Veterans Services Program and Permanent Supportive Housing in Kansas City, Kansas, the Supportive Services for Veteran Families (SSVF) Program in the State of Kansas and Northwest Missouri, the Crossroads Shelter in Independence, Missouri, Access House Transitional Housing and Haven of Hope Permanent Supportive Housing in Kansas City, Missouri, MOSOS/Harbor House Program (transitional housing for homeless veterans) in Kansas City, Missouri and the Linwood Center Supportive Housing Program (applicant) in midtown Kansas City, Missouri.

In addition to the emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing programs, The Salvation Army also operates a homeless outreach program Honk 'N Holler, which is a collaborative effort with Swope Parkway Health Care and Truman Behavioral Health Network Assertive Community Outreach Team.

Homelessness prevention and food pantry services are available through The Salvation Army Emergency Corps Community Centers and Red Shield Service Centers in the Metro area.

The Supportive Housing Program has been in operation since 1993. Annually an average of 74% of participants exit the program into permanent housing. Additionally, long term data indicates 82% of all participants who have left the program for permanent housing maintained their housing for at least one year and did not become homeless again.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Proposed Program

Detail functions to be performed by each program.

The Supportive Housing program is a transitional housing program that utilizes 12 scattered site leased units and 3 units owned by The Salvation Army to provide shelter and supportive services to homeless families and single women. The program has a capacity of 42 beds; ten units for families and five units for single women. Participants are provided with up to 24 months of transitional housing, comprehensive case management as well as other support services, and one year of follow-up services.

The purpose of the program is to work with participants to develop individualized goal plans that will enable them to achieve increased economic self-sufficiency and participants' ability to secure and maintain permanent housing. Case managers conduct an assessment on each program participant that identifies the precipitating factors leading to the participant becoming homeless, an assessment of support services needed, and the development of a strengths based goal plan. Participants are required to work with their case manager to establish a debt reduction plan, an educational/vocational plan, and a monthly budget. The assigned case manager also works with each participant to develop employability plans that identify barriers to employment and/or job retention and works with the participant to develop solutions to overcome barriers.

The case plans are reviewed and updated weekly by the participant and the case manager as well as our multi-disciplinary team in order to evaluate and to track progress. This component ensures that each participant is receiving the support services needed and provides an objective approach when dealing with issues of compliance.

The case manager and the participant work together to develop a discharge plan which addresses permanent housing, long-term economic and emotional stability, and utilization of the follow-up component to assist them in maintaining stability.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Participants	
Identify the number of participants by County that each program serves.	
Jackson, MO	50-60 Annually
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

Target Population

Describe target population and demographics to be served by each program.

Our target population is homeless families and single women in need of long-term shelter and support services. The majority of program participants have multiple barriers to securing and maintaining permanent housing. Many have a history of housing instability and poverty. Over 40% of the adult participants in the program are affected by trauma resulting from physical, sexual, and emotional abuse as children and/or domestic violence as adults. Thirty percent of Supportive Housing's population has witnessed excessive violence among family, friends, and neighborhoods. Forty-three percent of those served have been involved with child protective services, as children and adults. Over 35% have a history of substance abuse. Additionally, over 60% of our population have barriers to employment and independent living, such as no high school diploma or GED, cognitive deficiencies, physical disabilities, criminal histories, mental illness, and a lack of job skills needed to secure employment that pays a livable wage. About 40% of our program participants are affected by varying degrees of mental illness.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Service Delivery Area

Identify your specific geographic service delivery area for each program.

The Supportive Housing program is a scattered site transitional housing program that serves people in the Kansas City Missouri / Jackson County area, which is the homeless Continuum of Care geographic area we are a part of. We have 15 units and all must be located in within Jackson County, Missouri.

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.

All persons served with Jackson County Housing Resource Commission funding are required to have been residents of Jackson County prior to becoming homeless. Accepted documentation includes proof of homelessness from an emergency shelter or an outreach program, a photo ID or an entry in the MAAClink system demonstrating a previous Jackson County address. All services and costs associated with the program are entered into the MAAClink system. Additionally, The Salvation Army has an audit conducted annually by an independent accounting firm.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Approach & Method

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

1. To provide program participants with individualized strengths based case management and connection to community and mainstream support services.

2. To increase opportunities for program participants to increase their self sufficiency skills and income.

3. To increase opportunities for program participants to secure and maintain permanent housing.

Detail specific methods you will use to achieve these objectives.

The program case managers track participants' success and need for additional services by conducting weekly case reviews on follow through with appointments, goal attainment, amount of savings, level of debt repayment, life skills training completion, connection to mainstream and community resources, success in securing employment and/or entitlements, and by evidence that the participant is following their budget plan. Program outcome measures in place are tracked and reviewed at least bi-annually to evaluate the overall success of the program and how closely we are meeting our mission and purpose.

The program also utilizes a transition in place model that allows participants who have completed the program and are financially stable to take over the lease on their unit without having to re-qualify, thus increasing their permanent housing options, which are often limited due to their criminal and/or eviction histories.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

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.

Success of the project is evaluated by tracking the results of established program outcomes. Annual outcomes are identified using an Outcome Logic Model that includes short, intermediate, and long term outcomes. The Logic Model used includes identification of outcome indicators, data collection methods, the person(s) responsible for the data collection and where the data is stored. Project success is also measured by comparing established United Way and HUD Annual Performance Report measures to accomplished program outcomes.

Progress is monitored bi-annually and compiled annually for submission to The Salvation Army Territorial Headquarters (Annual Area Command Review), the United Way, and The Department of Housing and Urban Development (HUD). Additionally, Annual Performance Reports are submitted to the Jackson County Housing Resource Commission.

The Salvation Army Territorial and Divisional Headquarters also conduct comprehensive program evaluations of all social services programs every three years. The Linwood Center Supportive Housing Program's most recent evaluation was September of 2010 and the program received a gold rating of 98%.

Section D: 2014 Program Information

Agency Name: The Salvation Army

Program Name: Linwood Center Supportive Housing

Mental Health

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

The Supportive Housing Program deals with mental health issues experienced by our homeless participants initially by providing them with safe shelter, supportive services, and developing a relationship with them. Secondly, as necessary, we connect participants to mental health services that best meets their immediate needs. We have a mental health program component that is utilized for crisis intervention as well as other on-going mental health needs of participants. Whenever possible our goal is to connect or re-connect participants to community based mental health services.

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

While participants are in the program mental health services are available to them. The program contracts with a Psychologist to provide mental health services to program participants. Services include individual assessments, cognitive testing, psychological testing, individual therapy, weekly group counseling that focuses on trauma recovery and referral/linkage community mental health services. Having the means to provide this service has proven to be essential to our participants' ability to gain emotional stability, especially since a high percentage of the people we serve have severe trauma histories.

Whenever possible we prefer to connect and/or re-connect participants in need of mental health services back to community resources. We primarily refer participants to Truman Behavioral Health, Swope Health Services, and the Kansas City CARE Clinic.

WORK AUTHORIZATION AFFIDAVIT

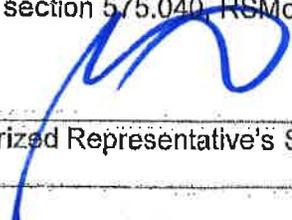
As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

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 **Salvation Army**, 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, **Salvation Army**, 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

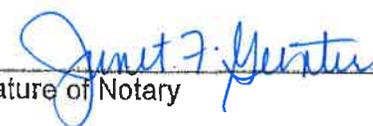
Title

Bramwell E. Higgins
Secretary

Printed Name
APR 4 2014

Date

Subscribed and sworn before me this 4th day of April, 2014. I am commissioned as a notary public within the County of Cook, State of Illinois, and my commission expires on 11/16/14.



Signature of Notary

4/4/2014

Date

