

EXHIBIT A

SCOPE OF WORK

Term of Contract: **July 1, 2023 – June 30, 2024**

Agency: CALICO Center

Address: 524 Estudillo Avenue
San Leandro, CA 94577

Contact Person: Erin Harper, Executive Director

Phone: 510-895-0702

Project Name: San Leandro Child Abuse Intervention Project

PROJECT GOALS AND OBJECTIVES

CALICO, the Child Abuse Listening, Interviewing and Coordination Center, will provide family support services to improve mental health outcomes for San Leandro toddlers, children and adolescents and adults living with developmental disabilities who have suffered physical or sexual abuse or neglect, and the caregivers of those victims.

MAJOR ACTIVITIES

A CALICO Family Resource Specialist (a skilled, mental health clinicians) will provide on-site crisis intervention, information, referrals and support and follow-up services by phone to caregivers to enhance their mental health outcomes and ability to provide support and foster the positive mental health of their traumatized child.

PERFORMANCE MEASURES

SUBRECIPIENT SHALL, FOR THE TERM OF THE CONTRACT:

GOAL 1: Minimize trauma to abused children.

- 1a. At least 75% of children interviewed will feel positive/neutral about their experience.
- 1b. At least 75% of caregivers will indicate they felt positive/neutral with their experience.

GOAL 2: Improve coordination of child-abuse case investigations among multiple agencies.

- 2a. A multi-disciplinary team (comprised of a prosecutor, San Leandro detective, and/or child welfare worker) will observe at least 75% of interviews.
- 2b. At least 70% of eligible children will receive a forensic medical exam.
- 2c. Monthly case review meetings will be held at least 10 times per year to review select cases in depth.

GOAL 3: Improve the mental health of caregivers.

- 3a. An FA will conduct a crisis assessment with at least 75% of families.
- 3b. An FA will initiate a California Victim Compensation Program (CalVCP) application (or ensure one was already completed) on behalf of at least 50% of caregivers.

3c. At least 75% of caregivers will report that CALICO gave them information about how to get services like counseling or family support for themselves.

Goal 4: Improve the mental health of victims.

4a. At least 75% of caregivers will report that CALICO, provided them with resources to support their child(ren) and other needs.

4b. An FA will assist at least 75% of families with a CalVCP application on behalf of the child to provide funds for counseling.

4c. At least 75% of caregivers contacted will report that CALICO gave them information about how to get counseling services for their child(ren).

TIMELINES

Given the crisis-oriented nature of the work, services may vary from quarter to quarter.

Approximate timelines are as follows:

By September 30, 2023, CALICO will have:

- Conducted 12 forensic interviews with abused San Leandro toddlers, children, and adolescents and adults living with developmental disabilities
- Provided on-site support to 9 caregivers of those victims
- Contacted 7 caregivers by phone for follow-up support

By December 31, 2023, CALICO will have:

- Conducted 24 forensic interviews with abused San Leandro toddlers, children, and adolescents and adults living with developmental disabilities
- Provided on-site support to 18 caregivers of those victims
- Contacted 16 caregivers by phone for follow-up support

By March 31, 2024, CALICO will have:

- Conducted 37 forensic interviews with abused San Leandro toddlers, children, and adolescents and adults living with developmental disabilities
- Provided on-site support to 27 caregivers of those victims
- Contacted 25 caregivers by phone for follow-up support

By June 30, 2024, CALICO will have:

- Conducted 49 forensic interviews with abused San Leandro toddlers, children, and adolescents and adults living with developmental disabilities
- Provided on-site support to 36 caregivers of those victims
- Contacted 34 caregivers by phone for follow-up support

REPORTS AND MISCELLANEOUS

1. Agency must submit Quarterly Reports via City Data Services online portal within 15 days of the end of each quarter. The Quarterly Reports shall reflect the number of persons served, and shall also include a narrative section. The reports shall be submitted even if there are no specific numbers to report, and the narrative report should describe why no specific numbers are reported.
2. To ensure timely expenditure of HUD funds, Agency must submit monthly reimbursement claims via City Data Services online portal with documentation of claim including copies of

time sheets (denoting specific hours for CDBG work performed), payroll stubs, DE3 or employment or Agreement letter for personnel costs, invoices or billings.

3. Housing Services Division staff will conduct CDBG desk monitoring on an ongoing basis based upon the City's CDBG monitoring plan.
4. Human Services staff and members of the Human Services Commission (HSC) and Housing Services Division staff will conduct at least one monitoring site visit per year.

EXHIBIT B

| BUDGET | |
|---|-----------------|
| CALICO | |
| City of San Leandro: CDBG FY 2023-2024 | |
| Personnel | \$19,172 |
| Operating Expense | \$2,828 |
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| TOTAL BUDGETED | \$22,000 |
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| TOTAL AMOUNT AWARDED | \$22,000 |
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