

OPERATING SUBSIDY AGREEMENT

THIS OPERATING SUBSIDY AGREEMENT (this "**Agreement**") is made this _____, 202__, by and between the City of San Leandro, a California municipal corporation ("City"), and Housing Consortium of the East Bay, a California nonprofit public benefit corporation ("Operator").

RECITALS

A. City and Operator have entered into a "Ground Lease," dated _____, 2023, which provides for City to lease to Operator that certain real property located at 555 Lewelling Boulevard, San Leandro (the "Property").

B. Pursuant to the Ground Lease, Operator will convert the Property into an interim homeless shelter with twenty-nine non-congregate shelter units, navigation center for homeless persons and persons at risk of homelessness, offices for management and services staff, meeting and conference spaces, community room, laundry room, modular trailer for shower services for navigation center clients, modular trailer for office space, parking, landscaping and lighting (the "Project").

C. The Ground Lease further provides for City and Operator to enter into a separate Operating Subsidy Agreement pursuant to which City will agree to provide specified payments to Operator as necessary for payment of the costs of operation of the Project.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained in this Agreement and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

ARTICLE 1 DEFINITIONS

1.1 Specific Terms. Unless the context otherwise requires, the following capitalized terms (whether singular or plural) shall have the meanings set forth below:

"**Agreement Date**" means the date set forth in the first paragraph of this Agreement.

"**Annual Operating Budget**" means the operating budget for the Project approved by City attached hereto as Exhibit B, or as otherwise amended by Operator and City.

"**Applicable Laws**" means all applicable present or future federal, state, local and administrative laws, rules, regulations, codes, orders and requirements.

"**Assisted Units**" means the residential units at the Project.

"**City**" means the City of San Leandro.

"City Regulatory Agreement" means the Regulatory Agreement and Declaration of Restrictive Covenants entered into by the Parties.

"Effective Date" means the Initial Occupancy Date.

"Fiscal Year" shall mean each period of twelve (12) calendar months commencing on July 1 and ending on June 30 during all or any portion of which this Agreement is in effect.

"Grant Amount" is defined in Section 4.1.

"Grant Funds" shall mean any and all funds allocated or disbursed to Operator under this Agreement.

"Ground Lease" is defined in Recital A.

"HCD" means the State of California Housing and Community Development Department.

"Homekey" means the HCD Project Homekey Program.

"Homekey Agreement" means the Standard Agreement that City and Operator have entered into, or will enter into, with HCD which sets forth the requirements imposed in connection with the Homekey Grant.

"Initial Occupancy Date" shall be the date when the first Assisted Unit is occupied by a Resident.

"Operating Costs" means the following costs: (a) all charges incurred in the operation of the Project for utilities, real estate taxes and assessments and premiums for insurance required under this Agreement, the Ground Lease, the Regulatory Agreement and the Homekey Agreement; (b) salaries, wages and any other compensation due and payable to the employees or agents of Operator employed in connection with the Project, including all related withholding taxes, insurance premiums, Social Security payments and other payroll taxes or payments; (c) the asset management fees; (d) all other expenses actually incurred to cover the operation of the Project to the standards required under this Agreement, the Ground Lease, the Regulatory Agreement and the Homekey Agreement, including maintenance and repairs, and property management fees and supportive services costs and fees; (e) required deposits to the Replacement Reserve Account, Operating Reserve Account, and any other required reserve account, and (f) any extraordinary expenses arising from the ownership or operation of the Project approved in advance and in writing by City.

"Operating Reserve Account" means the interest-bearing operating reserve depository account.

"Project" is defined in Recital B.

"Project Income" means all income and receipts in any form received by Operator from the operation, use or ownership of the Project, including without limitation charitable donations and other governmental grants and funds, calculated on an accrual basis.

"Project Operating Account" means a checking account maintained by Operator, which shall be held in a bank or savings and loan institution acceptable to City as a segregated account insured by the Federal Deposit Insurance Corporation or other comparable federal insurance program.

"Property" shall mean the real property described on the attached Exhibit A.

"Resident" shall mean a Homekey qualifying resident who occupies and resides in an Assisted Unit.

"Shortfall" means the amount, if any, by which the Operating Costs for any Fiscal Year during the Term exceed the Project Income obtained from the Assisted Units for such Fiscal Year.

"Subsidy Payment" means a payment made by City to Operator pursuant to the terms of this Agreement, which shall be made in the manner and in the amount specified in Article 4 below.

ARTICLE 2 TERM

The term of this Agreement (the "**Term**") shall commence on the Effective Date and shall terminate on the fifth (5th) anniversary of the date of the City's issuance of a Certificate of Occupancy for the Project, unless earlier terminated in accordance with the terms herein.

ARTICLE 3 PERFORMANCE OF GRANT OBLIGATIONS

3.1 Operation of Project. Commencing on the Initial Occupancy Date, Operator shall operate, manage and maintain the Project in accordance with the Ground Lease, Regulatory Agreement and Homekey Agreement.

3.2 Operating Reserve Account. Operator shall maintain an Operating Reserve Account at all times during the Term. In addition, if the Subsidy Payment made to Operator for a Calendar Year exceeds the certified Shortfall for such Calendar Year, as determined pursuant to the reports delivered under Article 5, Operator shall deposit such excess amount in the Operating Reserve Account. If the Shortfall for a Calendar Year exceeds the Subsidy Payment made to Operator for such Calendar Year, Operator shall first use Operating Reserve Account funds, to the extent available, to fund Operating Costs that comprise such excess Shortfall.

3.3 Annual Operating Budget. The Annual Operating Budget attached hereto as Exhibit B sets forth Operator's anticipated Operating Costs, Project Income and Shortfall for the Term of the Agreement. The Parties expect to refine the Annual Operating Budget following commencement of rehabilitation of the Project and will amend Exhibit B to reflect the updated costs, if any. Operator shall pay Operating Costs in conformity with the approved Annual Operating Budget. City's prior written consent shall not be required before Operator can spend funds on Operating Costs that differ in amount from the amounts in the Annual Operating Budget, so long as Operator satisfies all other terms and conditions set forth herein.

Operator can submit requests to change the amount of the Annual Operating Budget and corresponding Subsidy Payment for any year during the term by supplying a written proposal to City. Such proposals should include a variance analysis that includes a quantitative assessment of the difference between projected annual income and expenses and actual annual income and expenses, and explanations for the cause of any significant variances. City will approve or disapprove Operator's request for a change in the Annual Operating Budget within thirty (30) days of receipt of Operator's request. Any City disapproval of the Operator's request shall be in writing and with sufficient specificity regarding the basis of the City's disapproval.

ARTICLE 4 USE AND DISBURSEMENT OF GRANT FUNDS

4.1 Grant Funds; Disbursement of Subsidy Payments. For every Fiscal Year during the Term, provided that Operator is in compliance with all of the conditions for receipt of a Subsidy Payment, City shall deliver the Subsidy Payment for such Fiscal Year to Operator on or before the commencement of the applicable Fiscal Year. In no event shall the total amount of Grant Funds disbursed hereunder exceed Two Million Two Hundred Thousand Dollars (\$2,200,000) in any Fiscal Year of this Agreement, or a total of more than Nine Million Six Hundred Thousand Dollars (\$9,600,000) during the Term of this Agreement, subject to annual appropriations by City (the "**Grant Amount**"). Subject to Operator's performance of its obligations under this Agreement and City's receipt of sufficient funds, the Grant Funds shall be disbursed through Subsidy Payments. The amount of each Subsidy Payment shall be based upon the City's annual review and approval of the applicable Annual Operating Budget. The City shall reduce the subsequent Subsidy Payments by the amount of any prior Subsidy funds contributed to the Operating Reserve Account

4.2 Reserved.

4.3 Use of Grant Funds. Operator shall use the Grant Funds only for Operating Costs and for no other purpose. Operator shall expend the Grant Funds in accordance with the Annual Operating Budget.

4.4 Conditions Precedent to Payment of Subsidy Payments. Operator shall fully satisfy each of the following conditions prior to delivery of each Subsidy Payment:

- (a) A Certificate of Occupancy for the Project.

(b) Operator shall be in compliance with all of its obligations under the Ground Lease.

(c) No Event of Default, or event that with notice or the passage of time or both could constitute an Event of Default, shall exist and remain uncured as of the date of such Subsidy Payment is to be disbursed hereunder.

ARTICLE 5 REPORTING REQUIREMENTS; AUDITS; PENALTIES FOR FALSE CLAIMS

5.1 Regular Reports; Operating Statements. Operator shall submit electronically with the City no later than one hundred eighty (180) days after the end of each Fiscal Year annual report forms (the "Annual Monitoring Report") that include audited financial statements including any management letters; an income and expense statement for the Project covering the applicable reporting period "Operating Statement"; a statement of balances, deposits and withdrawals from all accounts; and evidence of required insurance.

Such Annual Monitoring Report shall include a list of the Operating Costs paid by Operator during such applicable prior Fiscal Year and Operator's certifications that (a) the total Grant Funds received by Operator as of the end date of the applicable Fiscal Year have been used only to pay Operating Costs, (b) all of Operator's representations and warranties in this Agreement remain true and correct in all material respects as if made on the end date of such the applicable Fiscal Year, (c) there is no Event of Default by Operator as of the end date of the applicable Fiscal Year, and (d) the party signing the Annual Monitoring Report is an officer of Operator authorized to do so on Operator's behalf.

5.2 Notification of Defaults or Changes in Circumstances. Operator shall notify City immediately of (a) any Event of Default or event that, with the passage of time, would constitute an Event of Default.

5.3 Financial Statements. As set forth in Section 5.1, Operator shall deliver to City, no later than one hundred eighty (180) days following the end of any Fiscal Year, an audited balance sheet and the related statement of income and cash flows for such Fiscal Year, certified by a reputable accounting firm as accurately presenting the financial position of Operator, including any management letters supplied by the auditors.

5.4 Books and Records. Operator shall establish and maintain accurate files and records of all aspects of Operating Expenses and Project Income and the matters funded in whole or in part with Grant Funds during the term of this Agreement. Without limiting the scope of the foregoing, Operator shall establish and maintain accurate financial books and accounting records relating to Operating Costs incurred and paid and Grant Funds received and expended under this Agreement, together with all invoices, documents, payrolls, time records and other data related to the matters covered by this Agreement, whether funded in whole or in part with Grant Funds. Operator shall maintain all of the files, records, books, invoices, documents, payrolls and other data required to be maintained under this Section in a readily accessible location and condition for a period of not less than five (5) years after final payment under this Agreement or until any

final audit has been fully completed, whichever is later. Operator agrees to maintain and make available to City during regular business hours, accurate books and accounting records relating to the Project and the Residents. The State of California shall have the same rights conferred upon City by this Section. All financial reports must be prepared and maintained in accordance with GAAP as in effect at the time of performance.

5.6 Inspection and Audit. Operator shall make available to City, its employees and authorized representatives, during regular business hours all of the files, records, books, invoices, documents, payrolls and other data required to be established and maintained by Operator. Operator shall permit City, its employees and authorized representatives to inspect, audit, examine and make excerpts and transcripts from any of the foregoing. The rights of City pursuant to this Section shall remain in effect so long as Operator has the obligation to maintain such files, records, books, invoices, documents, payrolls and other data under this Article 5.

5.8 Project Monitoring Generally. Operator understands and agrees that it will be monitored by the City from time to time to assure compliance with all terms and conditions in this Agreement and all Laws. Operator acknowledges that the City may also conduct periodic on-site inspections of the Project. Operator shall cooperate with the monitoring by the City and ensure full access to the Project and all information related to the Project as reasonably required by the City.

ARTICLE 6 MISCELLANEOUS

6.1 Consents. City agrees not to unreasonably withhold or delay its consent to matters requiring City's consent hereunder unless the applicable provision of this Agreement permits City to exercise City's sole discretion with respect to a particular matter.

6.2 Time of the Essence. Time is of the essence in the performance of each of the Parties' respective obligations set forth in this Agreement.

6.3 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against any Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. The Section headings are for purposes of convenience only, and shall not be construed to limit or extend the meaning of this Agreement.

6.4 Entire Agreement: Modifications. This Agreement supersedes all prior discussions and agreements between the Parties with respect to the leasing of the Property. This Agreement and the executed attachments thereto contain the sole and entire understanding between the parties with respect to the leasing of the Property. This Agreement shall not be modified or amended in any respect, except by written instrument specifically referencing such modification or amendment which is executed by or on behalf of the Parties in the same manner as this Agreement is executed.

6.5 Governing Law. This Agreement, and the rights and obligations of the Parties hereunder, shall be governed by and construed in accordance with the substantive laws of the State of California without regard to conflict of law principles. Venue for any dispute hereunder shall be in Alameda County, California.

6.6 Binding Effect. This Agreement shall inure to the benefit of and be binding upon the Parties hereto, their successors, administrators, executors and permitted assigns. Severability. In the event any provision or portion of this Agreement is held by any court of competent jurisdiction to be invalid or unenforceable, such holdings shall not affect the remainder hereof, and the remaining provisions shall continue in full force and effect to the same extent as would have been the case had such invalid or unenforceable provision or portion never been a part hereof, except to the extent the rights and obligations of the parties have been materially altered by such unenforceability.

6.7 Further Assurances. From and after the date of this Agreement, City and Operator, at the request of the other Party, shall make, execute and deliver or obtain and deliver all such affidavits, certificates, resolutions and other instruments and documents, and shall do or cause to be done all such other things that either Party may reasonably require in order to effectuate the provisions and the intention of this Agreement.

6.8 Authority to Execute Agreement. Each Party represents and warrants to the other Party that by proper action the person executing this Agreement on behalf of such Party has been duly authorized to execute and deliver this Agreement.

6.9 Agreement Administration and Approvals. The City Manager of the City of San Leandro, or his or her designee, shall be the person designated by City to administer this Agreement on behalf of City. The City Manager of the City of San Leandro shall have the authority to consent to any matter requiring City approval or consent as provided in this Agreement, and to perform and carry out any activities concerning this Agreement, including but not limited to, the execution of any additional agreements, addenda or amendments so long as such actions do not substantially affect the rights and obligations of City as specified herein.

6.10 Captions. All captions, headings, paragraphs, subparagraphs, letters and other reference captions are solely for the purpose of facilitating convenient reference to this Agreement, shall not supplement, limit or otherwise vary the text of this Agreement in any respect, and shall be wholly disregarded when interpreting the meaning of any terms or provisions hereof. All references to particular articles, sections, subsections, paragraphs and subparagraphs by number refer to the text of such items as so numbered in this Agreement.

6.11 Gender. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words of a singular number shall be held to include the plural, and vice-versa, unless the context requires otherwise.

6.12 Exhibits. Each and every exhibit referred to or otherwise mentioned in this Agreement is attached to this Agreement and is and shall be construed to be made a part of this Agreement by such reference or other mention at each point at which such reference or other mention occurs, in

the same manner and with the same effect as if each exhibit were set forth in full at length every time it is referred to and otherwise mentioned.

6.13 References. All references to paragraphs or subparagraphs shall be deemed to refer to the appropriate paragraph or subparagraph of this Agreement. Unless otherwise specified in this Agreement, the terms "herein," "hereof," "hereinafter," "hereunder" and other terms of like similar import, shall be deemed to refer to this Agreement as a whole, and not to any particular paragraph or subparagraph hereof.

6.14 Cumulative. Except as expressly limited by the terms of this Agreement, all rights, powers and privileges conferred hereunder shall be cumulative and not restrictive of those provided at law or in equity.

6.15 Notices. All notices, requests, demands, or other communications required or permitted to be given hereunder shall be in writing and shall be addressed and delivered by certified mail, return receipt requested; by reputable commercial delivery service; or by hand delivery by a reputable courier or by electronic mail ("email"), to each Party at the addresses set forth below. Any such notice, request, demand or other communication shall be considered given or delivered, as the case may be, on the date shown on the delivery receipt as the date of delivery, the date delivery was refused or the date the item was returned as undeliverable, provided, however, if any notice is given by email, such notice shall not be deemed delivered or given until a copy of such notice is either deposited in the mail or with a reputable commercial delivery service. By giving prior written notice thereof, any Party, from time to time, may change its address for notices under this Agreement.

To City: City of San Leandro
835 E. 14th Street
San Leandro, CA 94577
Attention: City Manager

With copy to: Community Development Director and City Attorney

To Operator: Housing Consortium of the East Bay
1204 Preservation Park Way, Suite 200
Oakland, CA 94612
Attention: Executive Director

6.16 Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all such counterparts together shall constitute one and the same agreement.

6.17 Attorneys' Fees. In any litigation or other action brought to enforce this Agreement or regarding a dispute over terms of the Agreement or the performance of a Party, the prevailing Party in such litigation or action shall be entitled to attorneys' fees and the costs of such litigation from the non-prevailing Party.

6.18 No Third Party Beneficiaries. Except as expressly set forth herein, nothing contained in this Agreement is intended to or shall be deemed to confer upon any person, other than the Parties and their respective successors and assigns, any rights or remedies hereunder. Parties Not Co-Venturers; Independent Contractor; No Agency Relationship. Nothing in this Agreement is intended to or shall establish the Parties as partners, co-venturers, or principal and agent with one another. The relationship of Operator and City is and shall remain solely that of parties to a contract, and shall not be construed as a joint venture, equity venture, partnership or any other relationship. City neither undertakes nor assumes any responsibility or duty to Operator (except as expressly provided in this Agreement) or to any third party with respect to the Project.

6.19 No Personal Liability. Notwithstanding anything contained in this Agreement to the contrary, the obligations of City under this Agreement (including any actual or alleged breach or default by City) do not constitute personal obligations of the individual officers or employees of City, and Operator shall not seek recourse against the individual officers or employees of City, or against any of their personal assets for satisfaction of any liability with respect to this Agreement.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first specified herein.

CITY:

CITY OF SAN LEANDRO
a California charter city and municipal corporation

By: _____
Frances M. Robustelli
City Manager

ATTEST:

Kelly B. Clancy
City Clerk

APPROVED AS TO FORM:

Richard D. Pio Roda
City Attorney

OPERATOR:

HOUSING CONSORTIUM OF THE EAST BAY,
a California nonprofit public benefit corporation

By: _____
Darin Lounds
Executive Director

EXHIBIT A

Legal Description

[Attached]

DRAFT

EXHIBIT "A"
Legal Description

For [APN/Parcel ID\(s\): 412-0001-004-01](#)

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF SAN LEANDRO, COUNTY OF ALAMEDA, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE NORTHERLY LINE OF THE COUNTY ROAD LEADING FROM SAN LORENZO TO ROBERTS LANDING (ALSO KNOWN AS LEWELLING BOULEVARD, MAIN STREET AND COUNTY ROAD NO. 558), AT THE POINT OF INTERSECTION THEREOF, WITH THE LINE DIVIDING LAND FORMERLY OWNED BY E.T. CRANE FROM LAND FORMERLY OWNED BY J.B. MARLIN; RUNNING THENCE NORTH 89° 42' EAST ALONG SAID NORTHERLY LINE OF SAID ROAD, A DISTANCE OF 100 FEET; RUNNING THENCE NORTH 0° 18' WEST, A DISTANCE OF 300 FEET; RUNNING THENCE SOUTH 89° 42' WEST, A DISTANCE OF 100 FEET TO SAID DIVIDING LINE AND RUNNING THENCE SOUTHERLY ALONG SAID DIVIDING LINE, A DISTANCE OF 300 FEET TO THE POINT OF BEGINNING.

DRAFT

EXHIBIT B

Annual Operating Budget

[Attached]

DRAFT

Expenses	Organization	Program	"Start Up" FY23-24	Year 1 FY24-25	Year 2 FY25-26	Year 3 FY26-27	Year 4 FY27-28	Year 5 FY28-29
Supportive Services Staffing								
Executive Director	Building Futures	Both Programs	\$25,500	\$0	\$0	\$0	\$0	\$0
Finance / Operation Director	Building Futures	Both Programs	\$70,000	\$0	\$0	\$0	\$0	\$0
Director of Emergency Services	Building Futures	Both Programs	\$54,080	\$0	\$0	\$0	\$0	\$0
Shelter Case Managers 2 FTE	Building Futures	Shelter Only	\$0	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000
Resident Advocates 6.5 FTE	Building Futures	Shelter Only	\$0	\$297,440	\$297,440	\$297,440	\$297,440	\$297,440
Day Site Coordinator 1 FTE	Building Futures	Drop-in Only	\$0	\$54,080	\$54,080	\$54,080	\$54,080	\$54,080
Navigation Center Case Manager 1 FTE	Building Futures	Drop-in Only	\$0	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
Resident Advocates 3 FTE	Building Futures	Drop-in Only	\$0	\$142,771	\$142,771	\$142,771	\$142,771	\$142,771
Outreach Workers 3 FTE	Building Futures	Drop-in Only	\$0	\$0	\$0	\$0	\$0	\$0
PROGRAM MANAGER 0.3 FTE	Building Futures	Both Programs	\$0	\$25,500	\$25,500	\$25,500	\$25,500	\$25,500
SITE SUPERVISOR 1 FTE	Building Futures	Both Programs	\$0	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Intersite Coordinator 1 FTE	Building Futures	Both Programs	\$0	\$0	\$0	\$0	\$0	\$0
Data and Reporting Coordinator 0.2 FTE	Building Futures	Both Programs	\$0	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
Subtotal			\$149,580	\$797,791	\$797,791	\$797,791	\$797,791	\$797,791
Fringe Benefits @ 25%			\$37,395	\$199,448	\$199,448	\$199,448	\$199,448	\$199,448
TOTAL SUPPORTIVE SERVICES STAFFING COSTS			\$186,975	\$997,239	\$997,239	\$997,239	\$997,239	\$997,239
Operations Staffing								
Facilities Manager 1 FTE	HCEB	Both Programs	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Maintenance Tech 1 FTE	HCEB	Both Programs	\$0	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880
Subtotal			\$0	\$82,880	\$82,880	\$82,880	\$82,880	\$82,880
Fringe Benefits @ 25%			\$0	\$20,720	\$20,720	\$20,720	\$20,720	\$20,720
TOTAL SUPPORTIVE SERVICES STAFFING COSTS			\$0	\$103,600	\$103,600	\$103,600	\$103,600	\$103,600
TOTAL STAFFING								
TOTAL STAFFING COSTS			\$186,975	\$1,100,839	\$1,100,839	\$1,100,839	\$1,100,839	\$1,100,839
Utilities Expenses								
Utilities (gas, electric, water)	HCEB	Both Programs	\$0	\$86,202	\$86,202	\$86,202	\$86,202	\$86,202
Garbage and Trash Removal	HCEB	Both Programs	\$0	\$0	\$0	\$0	\$0	\$0
Tech / Internet	HCEB	Both Programs	\$40,000.00	\$27,350	\$27,350	\$27,350	\$27,350	\$27,350
Sewage			\$0	\$0	\$0	\$0	\$0	\$0
Subtotal			\$40,000	\$113,552	\$113,552	\$113,552	\$113,552	\$113,552
Operating and Maintenance Expenses								
Management fee	HCEB	Both Programs	\$0	\$29,700.00	\$29,700	\$29,700	\$29,700	\$29,700
Janitorial	HCEB	Both Programs	\$0	\$28,000.00	\$28,000	\$28,000	\$28,000	\$28,000
Operating Supplies	HCEB	Both Programs	\$0	\$17,073.66	\$17,074	\$17,074	\$17,074	\$17,074
Allowance for maintenance contracts and materials	HCEB	Both Programs	\$0	\$18,289.34	\$18,289	\$18,289	\$18,289	\$18,289
Security contract allowance	HCEB	Both Programs	\$0	\$3,500.00	\$3,500	\$3,500	\$3,500	\$3,500
Subtotal			\$0	\$96,563	\$96,563	\$96,563	\$96,563	\$96,563
Other Supportive Services Expenses								
Printing/Copying	Building Futures	Both Programs	\$0	\$5,000.00	\$5,000	\$5,000	\$5,000	\$5,000
Equipment Rental	Building Futures	Both Programs	\$0	\$5,000.00	\$5,000	\$5,000	\$5,000	\$5,000
Program & office Supplies/Cleaning Supplies/PPE	Building Futures	Both Programs	\$0	\$45,000.00	\$45,000	\$45,000	\$45,000	\$45,000
Staff Cell Phones 3 staff	Building Futures	Both Programs	\$0	\$3,940.00	\$3,940	\$3,940	\$3,940	\$3,940
Vehicle cost	Building Futures	Drop-in Only	\$0	\$5,000.00	\$5,000	\$5,000	\$5,000	\$5,000
Professional Consultant-Resources for clients	Building Futures	Both Programs	\$0	\$55,000.00	\$55,000	\$55,000	\$55,000	\$55,000
Liability Insurance	Building Futures	Both Programs	\$0.00	\$3,000.00	\$3,000	\$3,000	\$3,000	\$3,000
Furniture Staff reception desk/chair/storage units	Building Futures	Drop-in Only	\$38,000.00	\$0.00	\$0	\$0	\$0	\$0
Furniture Clients reception area/Sofa/Chairs/Large	Building Futures	Drop-in Only	\$43,000.00	\$0.00	\$0	\$0	\$0	\$0
Cafeteria/Kitchen Furniture	Building Futures	Drop-in Only	\$20,000.00	\$0.00	\$0	\$0	\$0	\$0
Shelter furniture/client basis needs	Building Futures	Shelter Only	\$0	\$31,900.00	\$31,900	\$31,900	\$31,900	\$31,900
Activity supplies	Building Futures	Drop-in Only	\$0	\$15,000.00	\$15,000	\$15,000	\$15,000	\$15,000
Drop-in Food - Lunch only / Mon - Fri / \$6 per meal / 50	Building Futures	Both	\$0	\$78,214.29	\$78,214	\$78,214	\$78,214	\$78,214
Shelter Food - 3 meals per day / \$6 per meal / 32 people	Building Futures	Shelter Only	\$0	\$210,240.00	\$210,240	\$210,240	\$210,240	\$210,240
Misc Contingency	Building Futures	Both	\$20,000.00	\$17,500.00	\$17,500	\$17,500	\$17,500	\$17,500
Towel service for showers	Building Futures	Drop-in Only	\$0	\$14,793.48	\$14,793	\$14,793	\$14,793	\$14,793
Linen service	Building Futures	Shelter Only	\$0	\$12,000.00	\$12,000	\$12,000	\$12,000	\$12,000
Subtotal			\$121,000	\$501,588	\$501,588	\$501,588	\$501,588	\$501,588
TOTAL OPERATING AND SERVICES								
TOTAL OPERATING AND SERVICES COSTS			\$161,000	\$711,703	\$711,703	\$711,703	\$711,703	\$711,703
Staffing Costs								
Staffing Costs			\$186,975	\$1,100,839	\$1,100,839	\$1,100,839	\$1,100,839	\$1,100,839
Services and Operating Costs								
Services and Operating Costs			\$161,000	\$711,703	\$711,703	\$711,703	\$711,703	\$711,703
Total Costs			\$347,975	\$1,812,542	\$1,812,542	\$1,812,542	\$1,812,542	\$1,812,542
Building Futures Costs								
HCEB Costs			\$307,975	\$1,498,827	\$1,498,827	\$1,498,827	\$1,498,827	\$1,498,827
Total Costs			\$40,000	\$313,715	\$313,715	\$313,715	\$313,715	\$313,715
Total Costs			\$347,975	\$1,812,542	\$1,812,542	\$1,812,542	\$1,812,542	\$1,812,542
Total Costs (with 1% annual inflation)			\$347,975	\$1,812,542	\$1,830,667	\$1,848,974	\$1,867,464	\$1,886,138