

EXHIBIT A

Scope of Services
Domestic Violence Solutions
Santa Barbara County CEO CARES Act Funds

Project Title:	Emergency Shelter – COVID Mitigation
Agreement Amount:	\$72,168
Time of Performance:	March 27, 2020 to December 30, 2020.

A. INTRODUCTION

This Scope of Services is attached to and incorporated into the Subrecipient Agreement between the County of Santa Barbara (“COUNTY”) and Domestic Violence Solutions (DVS) (“SUBRECIPIENT”) as referenced in the Agreement. The purpose of this Scope of Services is to further describe the project requirements referenced in Section I of the Agreement.

B. PROJECT DESCRIPTION

1. Purpose

Domestic Violence Solutions continues to follow Santa Barbara Public Health and CDC protocols and best practices. They have implemented the wearing of PPE, deep cleaning, hand washing, and sanitizing, health checks, and social distancing since the beginning of the pandemic. The Santa Barbara Shelter has been closed to incoming clients. Instead, new clients are transported to the DVS Santa Maria shelter or a local motel. These costs are anticipated to mount as the pandemic continues.

2. Services

a. General

Services will be provided by SUBRECIPIENT under the supervision of the Executive Director who shall ensure that the background and qualifications of SUBRECIPIENT’s staff providing services are appropriate for the persons being served under this project and meet the minimum standards established by pertinent licensing bodies if applicable.

SUBRECIPIENT will be responsible for providing services in a manner satisfactory to COUNTY and consistent with any standards required as a condition of receiving CARES Program funds.

b. Federal and/or State Regulatory Information

Activity	State Regulation
Use of CARES Funds	State Budget Act of 2020, Section 11.90

3. Levels of Accomplishment

Goals

SUBRECIPIENT will provide the following levels of services during the term of the Agreement:

Emergency Shelter

	Goal
Total unduplicated number of persons served	80
Number of Households with Children	20
Number of Households without Children	40
Number of Households with Only Children	0

C. DATA COLLECTION AND REPORTING

1. General

Data collection must be completed in accordance with 24 CFR 576.400(f) and in sufficient detail to determine the project's progress in meeting the goals and performance measures as set forth in Section B.3.

2. Report Schedule

Status Reports are due according to the following schedule:

Period	Due Date
March 27, 2020 – August 21, 2020	October 20, 2020
August 22, 2020 – September 30, 2020	October 20, 2020
October 1, 2020 – October 31, 2020	November 20, 2020
November 1, 2020 – November 30, 2020	December 20, 2020
December 1, 2020 – December 30, 2020	January 20, 2021

Disbursement of funds is contingent upon receipt of Status Reports.

3. Report Content

Status Reports must contain the following:

- a. APR Subrecipient Report generated from the Santa Barbara County Homeless Management Information System (HMIS), or equivalent,
- b. Data on goals and permanent measures as set forth in Section B.3.,
- c. Data on funding received for the project from all sources, and
- d. Signature of SUBRECIPIENT's Executive Director or his or her designee attesting to the accuracy of the information submitted.

See [Exhibit D](#) for a Status Report sample.