

### **Exhibit 3**

## **SCOPE OF SERVICES & FEES**

### **Changing Homelessness, Inc.**

Changing Homelessness, Inc. is a 501(c)(3) organization and lead agency for services in support of ending homelessness in Jacksonville. Changing Homelessness is also the lead agency for the local United States Department of Housing and Urban Development Continuum of Care and awardee of the Department of Homeland Security/Federal Emergency Management Agency Emergency Food and Shelter Program.

Through the FY20 Coronavirus Emergency Supplemental Funding Program, Changing Homelessness will provide transitional housing services for up to 75 victims of domestic violence. Numbers of households served will depend on the average length of stay. The current budget provides move-in assistance, including deposits, rental assistance, and household supplies, for 75 households for two to three months. A case manager will be utilized to deliver and track transitional housing services.

Changing Homelessness will also coordinate with a case manager at the Mayor's Community Based Crime Reduction Violence Reduction Center to provide education and workforce training vouchers, as well as vouchers for vocational supplies, uniforms, tools and equipment.

COJ's InVEST (Intimate Violence Enhanced Services Team) program identifies and intervenes in the city's most lethal domestic violence cases. These victims are often accompanied by children and have no safe place to stay. Due to the coronavirus emergency, public safety assets, like emergency transitional housing capacity and other support services provided by not-for-profit partners have been severely disrupted. This expenditure provides victims of domestic violence with transitional housing and supplemental case management services, including transportation vouchers, utility assistance, childcare vouchers, identification replacement, and personal supplies from an approved DOJ list of sundry items.

Direct payments for vouchers to COJ contracted partners Northeast Florida Community Action Agency, for utilities, and Early Learning Coalition, for childcare, will streamline implementation, reduce waste, and enhance reporting. Using a pre-approved list of sundry items from the program's Grant Manager, the case manager will coordinate, with local retailers, procurement of various necessities, including diapers and hygiene products.

### **Transitional Housing Provider Fees**

\$318,000	Move in assistance (deposits, rental assistance, household supplies, etc. as needed) for up to 75 victims of domestic violence. Funds provide a minimum benefit of \$848 per month for the remaining 5 months of grant. The number of participants is based on estimates from COJ's InVEST (Intimate Violence Enhanced Services Team) program and Cure Violence team estimate the number of potential domestic violence victims between 75 and 100.
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\$50,000

Contracted Case Manager (\$24/hour for up to 12 months). While the award notice identifies January 2022 as the end of the project period, COJ qualifies for a no-cost extension from US Department of Justice for up to 12 additional months.

Position	Rate including fringe	Hours per week	Weekly Rate	Monthly Rate	Annual Rate
Contracted Case Manager	\$24/hr.	40	\$960	\$4,167	\$50,000

\$32,000

Administrative Fee (8%)

**Total: \$400,000**

Changing Homelessness, Inc. will be paid for services on a cost reimbursement basis for expenses incurred in accordance with the above Provider Fees.