



**FULTON
COUNTY**

CONTRACT DOCUMENTS

FOR

REQUEST FOR PROPOSAL 24RFP013124C-MH

2024 CONSOLIDATED COMMUNITY SERVICES PROGRAM

FOR

DEPARTMENT OF COMMUNITY DEVELOPMENT

OF

FULTON COUNTY, GEORGIA

CONTRACT AGREEMENT

THIS AGREEMENT (“Agreement”), entered into this **1st day of January 2024**, by and between **FULTON COUNTY**, Georgia (hereinafter referred to as “Fulton County” or “County”), a political subdivision of the State of Georgia, acting by and through its Community Development Department’s Youth and Community Services Division (“YCS”), and **Trans Housing Coalition** (hereinafter referred to as “Contractor”), a corporation organized as a nonprofit, tax exempt 501(c)(3) agency, authorized to conduct business within the state of Georgia (hereinafter collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, as part of its official functions, Fulton County is authorized to exercise the power of taxation pursuant to Art. IX, Section IV., Par. I of the Constitution of the State of Georgia of 1983, and to expend such funds raised by the exercise of said powers for public purposes as declared in Art. IX, Section IV., Par. II of the Constitution; and

WHEREAS, Contractor has in its employ personnel, and under its supervision, facilities and resources by which it can render to Fulton County and the citizens thereof certain services authorized by the aforementioned Constitutional provision; and

WHEREAS, Contractor has agreed to render services to the citizens of Fulton County, and the County has appropriated funds for those services; and

WHEREAS, the parties desire to execute a formal agreement for the services to be rendered by Contractor, and said services shall be defined, and consideration to be paid for such services by Fulton County for the successful performance of the services, and shall be enumerated.

The Agreement was approved by the Fulton County Board of Commissioners on **May 17, 2024, BOC#24-0350**.

NOW, THEREFORE, in consideration of the premises, payment of the sum hereinafter set forth and the performance of the services described herein, it is mutually agreed as follows:

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ARTICLE I - PARTIES AND TERM:

(a) Fulton County, through its YCS, retains Contractor, and Contractor accepts retention by Fulton County to render the services as hereinafter defined and required; to perform such services in a manner and to the extent required by the parties herein; and as may be hereafter amended or extended in writing by mutual agreement of the parties.

(b) The Chairperson of the Board of Directors for the Contractor or authorized representative (hereinafter “Board Chair”) represents that she/he is authorized to bind and enter into contracts on behalf of Contractor, including this Agreement.

(c) Nothing contained in this Agreement shall be constructed to be a waiver of Fulton County’s sovereign immunity or any individual’s official or qualified good faith immunity.

(d) This Agreement will remain in effect from **01/01/2024**, until midnight **12/31/2024**.

(e) Fulton County shall have the right to suspend immediately Contractor’s performance hereunder on an emergency basis under this Agreement whenever necessary, in the sole opinion of Fulton County, to avert a life threatening situation or other sufficiently serious deficiency.

ARTICLE II - SCOPE OF CONTRACTOR’S DUTIES:

Upon execution of this Agreement, the Contractor will provide the following services for Fulton County:

SCOPE OF WORK:

Consolidated Community Services Program (CCSP)

CCSP Service Category: Homelessness

CCSP Funding Priority(ies):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: Not Applicable

Health and Wellness: Not Applicable

Homelessness: Emergency Financial Assistance supported by case management and other supportive services...,Street Outreach The activities are designed to meet the immediate needs of unsheltered homeless people...,Transitional housing bridge housing options for homeless population affected by mental health...

Senior Services: Not Applicable

Veterans Services: Not Applicable

Trans Housing Coalition, Trans Housing Coalition - Street Outreach, Emergency, Transitional and Permanent Housing Program Serving Fulton County will provide services at the following locations at specified times during the contract period of **01/01/2024** through **12/31/2024**:

Service Delivery Site(s):

| Name of Program Site | Program Location (complete physical address) | Program City | Program State | Program Zip code | Fulton County District of the program (Facility) location | District(s) of Fulton County Residents Served by the program (facility) location |
|----------------------------------------------|-----------------------------------------------------|---------------------|----------------------|-------------------------|------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Trans Housing Coalition Headquarters | 454 Irwin St NE, Suite 208 | Atlanta | Georgia | 30312 | 4 | 1,2,3,4,5,6 |
| Muffin's Place (THC's Transitional Facility) | 2836 Waters Rd. SW | Atlanta | Georgia | 30354 | 4 | 1,2,3,4,5,6 |
| Intown Cares | 1026 Ponce De Leon Ave NE | Atlanta | Georgia | 30306 | 4 | 1,2,3,4,5,6 |

Approach and Design:

Trans Housing Coalition, Trans Housing Coalition - Street Outreach, Emergency, Transitional and Permanent Housing Program Serving Fulton County will provide services to **28** clients that reside in Fulton County, with CCSP funding.

Trans Housing Coalition, will provide the following activities and services in Fulton County with CCSP funding:

THC's activities directly align with the following CCSP funding priorities:

- CCSP Priority 1: Street Outreach. The activities are designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, housing, and/or critical health services.
- CCSP Priority 2: Transitional housing/bridge housing options for homeless population affected by mental health and/or substance use disorders and/or households fleeing domestic violence
- CCSP Priority 3: Emergency Financial Assistance supported by case management and other supportive services (i.e., rent and utility assistance, security/utility deposits, food, transportation)

Service/Activity: THC staff engage in street outreach focused on transgender and gender non-conforming individuals experiencing chronic homelessness, connecting them with emergency shelter, housing, and/or critical health services.

THC staff (board members, executive director, and case workers) target street outreach efforts to areas where transgender and gender non-conforming people experiencing chronic homelessness congregate. This proactive engagement brings awareness of services and maximizes the word-of-mouth network that exists in these locales to amplify messaging. The hope is that this outreach will result in people needing services formally seeking admittance to THC's program, which often occurs. In cases where those engaged are not ready to seek the full support offered by THC, THC staff encourage, inform, and provide basic necessities like food and safe sex kits when possible.

Street outreach clients do not generally participate in the CoC-coordinated assessment process at this stage, but we do participate in HMIS tracking. There is no fee associated with these services.

Service/Activity: THC provides transitional housing/bridge housing options for transgender and gender-nonconforming people experiencing chronic homelessness and seeking safe environments free of violence and casework support related to mental health, substance use disorders, etc.

THC owns a transitional home (Muffin's Place) in Fulton County. This facility re-opened in February 2024 and can house up to six clients simultaneously. Clients remain in the transitional home utilizing the housing first model and can be there for 3-12 months. During their stay, clients are encouraged to work in partnership with caseworkers to engage relevant wraparound services to help them reach their employment, health, and community-building goals. The goal is for clients to move from transitional housing to permanent housing equipped with the tools necessary to sustain housing and not return to homelessness.

Muffin's Place has a legal occupancy limit of six and, though we recently re-opened the facility, have a pipeline of candidates ready to move in and expect to reach capacity very quickly and remain at full capacity throughout the grant performance period. Clients have flexible hours to remain in the facility as long as they do not have an extended period of absence. The average length of stay is expected to be three to six months. No nightly fee is required.

THC case managers will offer support to program participants to secure permanent housing, employment, education, addiction treatment and counseling, mental health counseling, medical treatment, and other support services. Upon program admittance, participants are required to work closely and collaboratively with the case management team to develop personal service plans. Further, program participants are required to meet with their case manager as needed (a minimum of three meetings per month) to review their service plans.

During the case review meeting, program participants will work with their case manager to define their long and short-term goals and develop a step-by-step plan to achieve these goals. Service plans are intended to cover the life areas that are important to program participants. The topics for the weekly review meeting may be selected by the client or suggested by the case manager. Review meetings serve as an opportunity to check in on program participants' progress in achieving their desired goals and to make any necessary adjustments to ensure program success.

THC uses a number of strategies to help clients avoid exiting the program without other housing options. Providing linkage to mental health services, counseling, and substance abuse treatment support helps mitigate impulsive decisions to leave the program without other options. THC also employs staff with lived experience that aligns with those we serve. The close bonds facilitated by that shared perspective also help to keep clients engaged with caseworkers and the programs provided by THC and allied partners, as needed. THC's focus on folks identifying as transgender and gender non-conforming also encourages participants to remain in the program for the full duration because they are unlikely to encounter other agencies with the knowledge and commitment necessary to meet their unique needs.

Service/Activity: THC provides emergency financial assistance supported by case management and other supportive services (i.e., rent and utility assistance, security/utility deposits, food, transportation) to transgender and gender non-conforming individuals experiencing homelessness.

THC provides rental assistance to those who qualify for services but are unable to access other assistance programs. This program assists clients who need diversion instead of the complete case management program with housing. In cooperation with CoC partners, THC helps participants in accessing rental assistance through the Georgia Housing Voucher program.

The average amount of assistance provided per household is \$600, the maximum amount allowed by THC. We provide aftercare for 60 days after providing assistance to ensure they are back on track and transitional housing or other services are presented as needed. Our program addresses long-term housing stability by providing linkage to other resources that prevent or can help those we serve through economic, employment, and housing stability challenges that may exist or arise.

THC also works with hotel/motel/shelter partners to provide emergency and temporary shelter for unhoused transgender or gender non-conforming people who are in immediate need of housing. In addition, we provide food assistance as needed.

THC also partners with the Salvation Army to provide immediate shelter - we have a standing agreement that guarantees four emergency shelter beds for THC clients for up to 180 days. The average stay is 45 days.

Facilities providing lodging for THC clients are aware of the safety-related challenges often experienced by members of the transgender and gender non-conforming community. THC vets lodging partners to ensure they are located in safe areas with amenities necessary to meet client needs. Fees are negotiated prior to lodging and reflect block pricing that is cost-effective when compared to ad hoc pricing. The maximum length of stay permitted for hotels is 14 days.

In addition to emergency housing and rental assistance, THC provides food assistance when appropriate. Generally, this is comprised of \$50 Kroger gift cards for the first two weeks that participants enter the program. We utilize gift cards so that clients maintain autonomy when selecting foods. THC case managers assist clients with applying for food stamps, and these cards act as a supplement while awaiting approval.

Service/Activity: THC partners with aligned organizations to provide wraparound services and opportunities to thrive

THC is deeply rooted in the community and works closely with like-minded organizations to provide services to program participants in Fulton County. Examples include:

- Intown Cares: A Continuum of Care organization and MOU partner, THC partners with Intown Cares to gain referrals and move participants toward permanent housing.
- Joining Hearts: Joining Hearts Foundation and THC are developing HIV/STD prevention and testing project to be implemented in 2024.
- SnapCo: A MOU partner that facilitates hotel stays, with THC as a case management partner.
- Destination Tomorrow: A MOU partner that THC works with to provide case management and wraparound services to the population we serve, especially those who have endured violence, victims of sex trafficking, or those with a history of participation in sex work.
- Someone Cares: A MOU partner that THC works with to link participants to HIV/Treatment/Hormone Replacement Therapy
- ViewPoint Health: - THC has a contract with ViewPoint Health that provides direct access to the Georgia Housing Voucher program.
- Salvation Army: A MOU partner that helps THC provide emergency housing (four beds under contract for up to 180 nights).

Health and Human Services (HHS) Strategic Objectives/Key Performance Indicator Alignment

THC's services most closely align with the following Fulton County "Health and Human Services" Strategic Objectives and positively impact the associated Key Performance Indicators:

Fulton County HHS Strategic Objective #1: Prevent illness by engaging in healthier behavior."

- Associated Key Indicator improved by THC's services:
 - Number of newly diagnosed STD cases per 100,000 residents
 - Number of new HIV diagnoses per 100,000 residents

Services/Activities: These KPIs are linked and often addressed simultaneously by THC caseworkers. It is well-documented that safe, stable housing is linked to HIV/AIDS prevention and improved health outcomes for those diagnosed with HIV/AIDS (HUD Office of HIV/AIDS Housing). THC eliminates barriers traditionally experienced by transgender people, creating pathways to housing, social connection, and wraparound support, including counseling, STD/HIV testing and treatment, addiction treatment, legal aid, and access to gender-affirming health services. As previously mentioned, THC is engaging in a shared HIV/STD outreach and prevention effort with Joining Hearts Foundation this year.

Caseworkers encourage testing, treatment, and behavior changes related to STD and HIV prevention, diagnosis, treatment, and spread-reduction and the majority of those admitted to the THC program opt to have testing done. THC expects to distribute 250 safe sex kits during street outreach activities, as well in 2024.

Fulton County HHS Strategic Objective #2: Prevent health disparities by educating residents and connecting them to available resources

- Associated Key Indicator improved by THC's services:
 - Percentage of FCC residents who experience food insecurity
 - Number of people who receive behavioral health services

Services/Activities: THC expects to co-host at least four food distribution events in partnership with allied organizations in 2024, at least three of which will occur in Fulton County, reaching at least 250 people. In addition, THC expects to provide emergency food assistance to 100 participants in 2024, 80 of whom are likely to be from Fulton County (140-160 cards @ \$50).

In regard to the number of people who receive behavioral health services, 100% of those entering the program participate in the Behavioral Health Assessment, which helps caseworkers direct support in ways that support the behavioral health needs of those THC serves.

Designation of CSP Funds:

Based on the awarded amount of **\$35,000.00**, the CCSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

Administrative Expenses- CCSP Funds that are spent on executive / management staff and administrative support staff salaries, salary fringe, and benefits; etc.).

Operational Expenditures- CCSP funds used to conduct agency/ organizational functions that are secondary to program service delivery such as office/ warehouse lease or mortgage expenses, office supplies (pens, toner, paper, etc.), utility expenses, transportation expenses (staff travel expenses), marketing/catalogs, etc.

Direct Service Expenditures- CCSP funds utilized to provide services directly to agency/program participants such as payments made on behalf of participants for rent, utilities, food, shelter, transportation (rentals, gas, and parking, bus drivers, public transportation costs, etc.) , scholarships and day care vouchers, salaries and fringe benefits for direct service personnel (Case Managers, Educators, Subcontractors, etc.), program supplies (educational/instructional materials, paper, pencils, markers, etc.) directly consumed by participants. Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are included in this definition (i.e. children's story books, educational games, puzzles, and flash cards).

The maximum amount of CCSP funds allowed for administrative purposes (executive staff salaries and benefits only) is 5% of funds awarded. Throughout the contract period, program expenditures will be monitored (via performance reports) to ensure that funding is utilized as contracted.

| Cost Category | Designation of CCSP Funding Award |
|-----------------------------------------------------------|------------------------------------------|
| Administrative (5% Admin max of funds awarded.) | \$1,750.00 |
| Operational | \$2,450.00 |
| Direct Services | \$30,800.00 |
| <i>Total</i> | \$35,000.00 |

Explanation of Funding Details:

(\$1,750) Administrative: THC requests \$1,750 to cover the Executive Director's management duties. This amounts to 5% of the total CCSP funding request.

(\$2,450) Operational: THC requests \$1592 for utilities associated with Muffin's Place, THC's transitional housing facility. In addition, we request \$858 for travel - a monthly gas stipend will be allocated to case managers as they conduct street-level outreach and various client-related activities.

(\$30,800) Direct Services: THC requests \$12,320 to offset a portion of the salaries associated with 1 PT & 1 FT caseworker. This role is sub-contracted from Intown Cares (Form G) and is dedicated to serving THC's transgender and gender non-conforming clients. We also seek \$2,772 for payroll taxes and employee benefits - this correlates to the

amount of funding being requested for direct service salaries below. In addition, THC requests \$1232 to cover client-centered transportation incurred when providing direct services, including car services and other modes of transportation. The balance of the request, \$16,324, covers other direct program expenses incurred as needed by clients, including Emergency Housing expenses (hotel/shelter/rental assistance), wrap-around, counseling and health-related service expenses, and food assistance.

The requested funding equates to \$1250 per participant based on the assumption that at least 80 clients will identify as residents of Fulton County.

Program Performance Measures:

Trans Housing Coalition agrees to track and report program performance to the Fulton County Department of Community Development.

County Defined Performance Measure(s):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: Not Applicable

Health and Wellness: Not Applicable

Homelessness: Number of individuals placed in Transitional Housing, Number of individuals receiving emergency financial assistance, Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created...

Senior Services: Not Applicable

Veterans Services: Not Applicable

The following program measures/ Key Performance Indicators (“KPI’s”) will be utilized to track and report program outcomes for the Fulton County residents supported with CSP funding, during the funding period 01/01/2024 through 12/31/2024:

THC will use the following methods to reach goals related to three Homelessness county-defined performance measures:

1. Number of individuals placed in Transitional Housing
2. Number of individuals receiving emergency financial assistance
3. Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created (Increase in income, access to case or noncash mainstream benefits).

County-defined performance measure #1: Number of individuals placed in Transitional Housing

Corresponding Goal: 100 transgender or gender non-conforming Atlantas experiencing chronic homelessness will be placed in transitional housing in 2024.

Methods: Upon being admitted into the program, a case manager will come out to do an intake assessment. The assessment will be done by your assigned case manager to gather information and determine the severity of your immediate needs and situation. Clients determined to require more intensive services will be offered placement in transitional housing, as appropriate.

How will this be measured: Placement in transitional housing will be tracked by case managers through HMIS and case management software.

County-defined performance measure # 2: Number of individuals receiving emergency financial assistance.

Corresponding Goal: 100 transgender or gender non-conforming Atlantas experiencing chronic homelessness will receive emergency financial assistance in 2024, 80% of whom are expected to be from Fulton County (all districts).

Methods: Upon being admitted into the program, a case manager will come out to do an intake assessment. The assessment will be done by your assigned case manager to gather information and determine the severity of your immediate needs and situation. Clients determined to need emergency housing assistance will be linked to appropriate services or provided rental assistance, as appropriate. Based on the intake assessment the case manager will provide you with some minimal necessities if available including but not limited to marta cards, Kroger cards etc.

How will this be measured: Linkage to emergency financial assistance will be tracked by case managers utilizing case management software.

County-defined performance measure #3: Number of individuals whose barriers to self-sufficiency are eliminated/ reduced; paths to self-sufficiency created (Increase in income, access to case or noncash mainstream benefits).

Corresponding Goal: 95% of program participants will experience reduced barriers to self-sufficiency as a result of program participation. 80% of whom are expected to be from Fulton County (all districts).

Methods: To promote client health, safety, healing, and self-sufficiency, our case managers assist clients in attaining social services that are trauma-informed, person-centered, and client-directed. Clients will work with caseworkers to create personal service plans designed to address barriers to self-sufficiency experienced by those THC serves. Having built a coalition with Atlanta metro area organizations, our caseworkers can connect program participants with much-needed services, including Sexually Transmitted Infection testing and treatment, therapy, addiction services, gender-affirmative health services, legal support, education, and job training. In addition, clients will receive support obtaining financial support via applicable government programs.

How this will be measured: THC caseworkers will track progress made by clients in reference to personal service plans. In addition, case management services will continue for at least 60 days after permanent housing placement and progress/stability will be tracked as part of that engagement.

Project Milestones to be Achieved and Supporting Schedule

January 1 - June 30, 2024

Engage 50 individuals, including 40 FC residents, in Housing First/Transitional Housing Program, including housing placement and case management.

Reopen Muffin's Place (transitional housing facility owned/operated by THC)

Qualify and move six program participants requiring transitional housing into Muffin's Place.

Conduct street outreach bi-monthly

July 1 - September 30, 2024

Engage 25 individuals, including 20 FC residents in Housing First/Transitional Housing Program, including housing placement and case management.

Conduct street outreach bi-monthly

Cohost at least two community outreach and/or food distribution events

Host at least one health-related community event

October 1-December 31, 2024

Engage 25 individuals, including 20 FC residents, in Housing First/Transitional Housing Program, including housing placement and case management.

Conduct street outreach bi-monthly

Cohost at least two community outreach and/or food distribution events

Host at least one health-related community event

Agency Defined Performance Measure(s):

The following agency-defined performance measures have been identified by THC:

Agency-defined performance measure #1: Number of program participants engaging in STD/HIV testing after entering THC's program.

Corresponding Goal: 60% of program participants will engage in STD/HIV testing after program admission.

Methods: When our clients seek healthcare, they will likely encounter barriers that make it difficult to access and, once accessible, difficult to trust. Gaps in the cultural competency and logistical capacity of healthcare systems to meet the needs of the transgender community, coupled with socioeconomic barriers and the prevalence of discrimination they experience, make this population less likely to seek out HIV/AIDS testing and adhere to treatment protocols after a diagnosis. THC partners with organizations familiar with and supportive of the transgender community to ensure our clients receive competent, gender-affirming healthcare when needed. In addition, our case managers accompany clients diagnosed with HIV/AIDS to appointments and provide structured support aimed at helping clients decide to test, adhere to treatment if a diagnosis is received, and consistently follow medical protocols that can improve their health outcomes.

How measured/tools: THC caseworkers will document client engagement with STD/HIV testing utilizing case management software.

Agency-defined performance measure #2: Number of program participants receiving transitional housing services through Muffin's Place maintaining gainful employment and housing 60 days after graduation from the program.

Corresponding Goal: 80% of program participants who live at Muffin's Place (transitional facility) will maintain gainful employment after graduation from the program.

Methods: THC Case Managers will offer support to program participants to secure permanent housing, employment, and education. Participants who are successfully moved into permanent housing will continue to be provided with 60 days of case management to leverage momentum achieved during program participation.

How measured/tools: THC's case managers will document housing status and employment status using HMIS and case management software at least six days after clients have moved to permanent housing.

Agency-defined performance measure #3: Number of participants reporting an improved quality of life after graduating from THC's program

Corresponding Goal: 85% of program participants experience an improved quality of life as a result of program participation.

Methods: Upon program admittance, participants are required to work closely and collaboratively with the case management team to develop personal service plans aimed at improving the quality of life experienced by those THC serves. Further, program participants are required to meet with their case manager as needed (a minimum of three meetings per month) to review their service plans.

During the case review meeting, program participants will work with their case manager to define their long and short-term goals and develop a step-by-step plan to achieve these goals. Service plans are intended to cover the life areas that are important to program participants. The topics for the weekly review meeting may be selected by the client or suggested by the case manager. Review meetings serve as an opportunity to check in on program participants' progress in achieving their desired goals and to make any necessary adjustments to ensure program success.

How measured/tools: THC caseworkers will track progress made by clients in reference to personal service plans. In addition, exit surveys, including questions related to quality of life, will be administered upon program graduation and capture data electronically so that it can be aggregated and reviewed by THC staff and management.

ADDITIONAL REQUIREMENTS

Failure to adhere to the terms of this Agreement, in addition to the requirements listed below, may result in one or all of the following; delayed disbursement or total loss of awarded funds, and / or ineligibility to receive an RFP award during the next funding cycle.

1. Contractor agrees to develop, in conjunction with Fulton County, a process of accepting and serving Fulton County residents referred by the Youth and Community Services Division of Fulton County Government.
2. As consideration for the County providing funding and the non-profit entity accepting same, the non-profit entity shall, upon the County's request, participate in County-sponsored events and activities on County property, when feasible. The non-profit agency shall use its best efforts to comply with the County's request provided that it is given at least one week's notice to do so. Failure to participate will be taken into consideration for future funding requested by the non-profit entity.
3. Contractor agrees to allow staff from the Fulton County Department of Community Development to conduct contract compliance site visits as necessary (announced or unannounced).
4. During the site visit, Contractor will be required to allow staff to monitor programming, as well as review client rosters / sign-in sheets and/ or Registration information that should include complete addresses of Fulton County residents served by this funding.
5. Contractor agrees to comply with the Operational Specifications outlined in **2024 Consolidated Community Services Program 24RFP013124C-MH**.
6. Contractor agrees that advertising, promotions and other publicity in connection with the supported program(s) shall include the following acknowledgment: **"Funding provided in part by the Fulton County Board of Commissioners under the guidance of the Department of Community Development."**

Note: If your agency uses logos versus text, you may substitute the language above with the Fulton County Logo.

Reporting

It is the Contractor’s responsibility to ensure accurate reporting of all information contained in the performance reports. Reports and supportive documentation that consistently include erroneous/ inaccurate data may result in a required reimbursement of funding and/or may negatively impact future funding.

7. Contractor will be required to submit completed performance reports (with deadlines of **(July 12, 2024, and January 10, 2025)** to adhere to the requirements outlined in the Performance Report Instructions, as well as the format provided by the Fulton County Department of Community Development. Future funding will be affected if performance reports are not submitted by stipulated due dates.

8. Contractor will be required to provide demographic information concerning the Fulton County residents served, including, but not limited to age, race/ethnicity and gender.

9. Contractor will be required to report the number of UNDUPLICATED/NEW participants directly served through the Community Services Program funding. **Please note:** Failure to serve the total number of participants contracted to be served with CCSP funding may result in reimbursement of CCSP funding to Fulton County. Failure to reimburse the funding requested will result in the ineligibility to receive future funding.

10. Contractor will be required to submit unduplicated client rosters in a spreadsheet format that includes the complete residential addresses of the Fulton County residents served with CCSP funding, and LEDGERS demonstrating how Community Services Program funds were expended for the specified reporting period.

Expenditure of Funds

11. Contractor is prohibited from utilizing CCSP funds for capital expenditures. (A “capital expenditure” is defined as: any resource not completely consumed during the contract year, i.e. computers, printers, construction, vehicles, cell phones, etc.) Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are excluded from the definition of “capital expenditure” (e.g., children's story books, educational materials, games, puzzles, and flash cards).

12. Community Services Program funds must be expended by December 31st of the contract year. All funds that are not spent by this date must be reimbursed to Fulton County Government within 30 days of written request. A Contractor's failure to adhere to this requirement will result in one or more of the following: inability to receive future funding from Fulton County, and/or legal action against the agency to recoup funding that are not reimbursed by the deadline.

ARTICLE III - COMPENSATION FOR SERVICES

(a) Fulton County agrees to pay Contractor a maximum sum of **\$35,000.00**.

(b) Upon receipt and approval of Contractor's invoice delineating projected expenditures for the first six months of the contracting period. Upon receipt and approval of said invoice, County shall pay Contractor the first six months of compensation provided for by this Agreement. The Contractor shall provide Fulton County with a second invoice delineating projected expenditures for the remaining six months of the Agreement Term. Upon receipt and approval of said invoice, Fulton County shall pay Contractor the second six months of compensation provided by this Agreement. **A failure by Contractor to submit the invoice for the first and/ or second six months of the contracting period will constitute a breach of this Agreement.**

(c) If through any cause, Contractor shall fail to fulfill its obligation under this Agreement in a timely and proper fashion or in the event that any of the provision or stipulations of this Agreement are violated by Contractor, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement by serving written notice as defined herein upon Contractor of Fulton County's intent to suspend or terminate this Agreement. If the Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving only the compensation for work performed in a manner satisfactory to Fulton County up to and including the date of the written termination notice.

(d) The Contractor agrees and understands that all expenditures must be consistent with the scope and purpose of this Agreement, and expenditures must be consistent with the guidelines and definitions established in **2024 Consolidated Community Services Program 24RFP013124C-MH**, which is hereby incorporated by reference herein and made a part of this agreement. The County reserves the right to approve and reject payment for expenditures which are not consistent with the scope and purpose of this Agreement, and which the County determines are not consistent with the guidelines and definitions established in the Community Services Program RFP.

(e) The Contractor agrees and understands that Fulton County has the right to recover funds from Contractor for compensation received, pursuant to subsection (b) above if Contractor fails to perform the services outlined in Article II or does not perform such services to the satisfaction of Fulton County.

ARTICLE IV - RECORD KEEPING

(a) Contractor shall maintain accurate records of the expenditure and disposition of funds, and such records must be in accordance with good accounting practices, and made available for inspection and audit by Fulton County at a time mutually agreeable to parties and upon thirty (30) days' notice to contractor.

(b) All reports and communications, with supportive documentation consistent with contract provisions outlined in Article II, must be provided to Fulton County, in accordance with Article IV.

(c) A performance report, with supportive documentation consistent with provisions of the Agreement outlined in Article II, must be provided to Fulton County no later than **July 12, 2024 for the period January 1, 2024-June 30, 2024; and January 10, 2025 for the period July 1, 2024-December 31, 2024.**

(d) Contractor shall be responsible for sending staff representation to mandatory meetings that will be sponsored by the Fulton County Department of Community Development. Contractor will be notified in advance of said meetings.

(e) All notices, program reports and other communications required to be given under this Contract shall be sufficient if in writing and either delivered via e-mail, personally or sent by postage, prepaid, certified or registered United States mail, return receipt requested, or e-mail addressed as follows:

To Fulton County:

Department of Community Development
c/o: Youth and Community Services Division
hsd.grants@fultoncountyga.gov
137 Peachtree Street, SW
Atlanta, Georgia 30303

To Contractor:

**Trans Housing Coalition
454 IRWIN ST NE 208
ATLANTA, Georgia 30312**

The Parties may only modify or update the above-referenced addresses during the term of this Agreement by providing formal notice to the other party of such a change pursuant to the terms of this provision.

(f) Contractor understands and agrees that, upon Fulton County's determination that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement upon written notice to Contractor. Contractor further understands and agrees that if Fulton County determines that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County may request, and the Contractor shall provide, any and all additional reports, records or documentation Fulton County deems necessary to evaluate, assess and/or measure Contractor's overall level of performance under this Agreement, including Contractor's performance at other delivery sites.

ARTICLE V - INDEMNIFICATION

Contractor hereby covenants and agrees to indemnify and hold harmless Fulton County, its Commissioners, officers, and employees from all claims, losses, liabilities, damages, deficiencies, demands, judgments, or costs (including without limitation reasonable attorney's fees and legal expenses) suffered or occurred by such party, whether arising in tort, contract, strict liability or otherwise, including without limitation, personal injury, wrongful death or property damage arising in any way from the actions or omissions of Contractor, its directors, officers, employees, agents, successors and assigns in connection with its acceptance, or the performance, or nonperformance of its obligations under this Agreement; provided, however, that nothing herein shall be construed to preclude the Contractor from bringing suit against the County for breach of the terms of this Agreement.

**ARTICLE VI – TERMINATION OF AGREEMENT FOR COUNTY’S CONVENIENCE
AND FOR CAUSE**

(a) This Agreement is effective on **01/01/2024**, and shall terminate on **12/31/2024**, unless earlier terminated in accordance with the provisions of this Agreement. Notwithstanding termination of the Agreement, Contractor is obligated to fulfill all of its obligations, including its reporting requirements.

(b) Notwithstanding the above provisions, Fulton County may terminate this Agreement for convenience, or Fulton County or the Contractor may terminate this Agreement at any time for any reason by giving written notice of the intent to terminate the Agreement thirty (30) days in advance, by certified mail, return receipt requested, with proper postage prepaid, or by hand delivery, to the other party at the physical address provided herein for notice. The termination shall become effective on the thirtieth (30th) day after the date of such written notice unless the parties otherwise agree in writing. If this Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving compensation for the work satisfactorily performed up to and including the effective date of termination.

(c) Fulton County shall have the right to suspend immediately Contractor’s performance hereunder on an emergency basis whenever necessary, in the opinion of Fulton County, to avert a life threatening situation or other sufficiently serious risk.

(d) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County’s determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to request repayment in full of all compensation paid to Contractor pursuant to Article III of this agreement. If Fulton County exercises its right under this subsection, Contractor agrees to and shall repay Fulton County all compensation paid to Contractor pursuant to Article III of this Agreement.

(e) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County’s determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to terminate this Agreement between Fulton County and Contractor without penalty. Contractor acknowledges and agrees that Fulton County’s right to terminate includes, but is not limited to, the right to withhold any and all future compensation due to Contractor pursuant to the terms of any and all other agreements between Fulton County and Contractor.

(f) In the event that this Agreement is terminated by Fulton County or Contractor, following Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this Agreement, Contractor agrees that it shall not be eligible to either enter or to apply to enter into future contracts with Fulton County until it has addressed any and all areas of deficiency or non-compliance to Fulton County's satisfaction.

ARTICLE VII - INDEPENDENT CONTRACTOR STATUS

(a) Nothing contained herein shall be deemed to create any relationship other than that of an independent contractor between Fulton County and Contractor. Under no circumstances shall Contractor, its directors, officers, employees, agents, successors or assigns be deemed employees, agents, partners, successors, assigns or legal representatives of Fulton County.

Contractor acknowledges that **Trans Housing Coalition**, its directors, officers, employees, agents and assigns shall have no right of redress pursuant to the Personnel Rules and Regulations of Fulton County.

(b) The Contractor shall pay all sales, retail, occupational, service, excise, old age benefit and unemployment compensation taxes, consumer, use and other similar taxes, as well as any other taxes or duties on the materials, equipment, and labor for the work provided by the Contractor which are legally enacted by any municipal, county, state or federal authority, department or agency at the time bids are received, whether or not yet effective. The Contractor shall maintain records pertaining to such taxes as well as payment thereof and shall make the same available to Fulton County at all reasonable times for inspection and copying. The Contractor shall apply for any and all tax exemptions which may be applicable and shall timely request from Fulton County such documents and information as may be necessary to obtain such tax exemptions. Fulton County shall have no liability to the Contractor for payment of any tax from which it is exempt.

ARTICLE VIII - INSURANCE

Contractor agrees to obtain, maintain and furnish to Fulton County, a Certificate of Insurance (COI) showing the required coverage during the entire term of this Agreement. All insurance limits are listed in the "Insurance and Risk Management Provisions" document, Attachment "A", with Fulton County, Georgia added as an "Additional Insured". The cancelation of any policy of

insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

ARTICLE IX – AMENDMENTS AND MODIFICATIONS TO CONTRACT

(a) This Agreement constitutes the entire agreement between Fulton County and Contractor, and there are no further written or oral agreements with respect thereto, no variations, amendments or modifications of this Agreement, and no waiver of its provisions, shall be valid unless in writing and signed by Fulton County's and Contractor's duly authorized representatives.

(b) Modifications or amendments which require a change in compensation level must be approved by the Fulton County Board of Commissioners and Contractor; other modifications, amendments or variations may be agreed to in writing, between the Contractor and the Contract Administrator when the amount of this Agreement and its Term remain unchanged.

ARTICLE X - SUBCONTRACTING

Contractor shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval of Fulton County.

ARTICLE XI - ASSIGNABILITY

Contractor shall not assign or subcontract this Agreement or any portion thereof without the prior expressed written consent of Fulton County. Any attempted assignment or subcontracting by Contractor without the prior expressed written consent of Fulton County shall at the County's sole option terminate this Agreement without any notice to Contractor of such termination. Contractor binds itself, its successors, assigns, and legal representatives of such other party in respect to all covenants, agreements and obligations contained herein.

ARTICLE XII - SEVERABILITY OF TERMS

If any part or provision of this Agreement is held invalid the remainder of this Agreement shall not be affected thereby and shall continue in full and effect.

ARTICLE XIII – PRECEDENCE OF AGREEMENT

In the event that any language in the Department of Community Development's Community Services Program RFP is in conflict with the language in this Agreement, this Agreement shall take precedence.

ARTICLE XIV - EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Fulton County Code Sections 102-391 (Equal Opportunity Clause) and 154-3 (Policy of Equal Opportunity): (a): During the performance of this Agreement, the Contractor agrees as follows:

(1) The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, or disability. As used herein, the words "shall not discriminate" shall mean and include without limitations the following:

Recruited, whether by advertising or other means; compensated, whether in the form of rates of pay, or other forms of compensation; selected for training, including apprenticeship; promoted; upgraded; demoted, downgraded; transferred; laid off; and terminated.

The Contractor agrees to and shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

(2) The Contractor shall in solicitation or advertisement for employees, placed by or on behalf of the Contractor; state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, sexual orientation, national origin, or disability.

(3) The Contractor shall send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Contractor's commitments under the Equal Opportunity Program of Fulton County and under this Article, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor and its subcontractors, if any, shall file Compliance Reports at reasonable times and intervals with Fulton County in the form and to the extent prescribed by the

director. Compliance Reports filed at such times as directed shall contain information as to the employment practices, policies, programs and statistics of the Contractor and its subcontractors.

(5) The Contractor shall include the provisions of paragraphs (1) through of this equal employment opportunity clause and every subcontractor purchase order so that such provision shall be binding upon each subcontractor.

ARTICLE XV - CAPTIONS

The captions are inserted herein only as a matter of convenience and for reference and in no way define, limit, or describe the scope of this Agreement or the intent of the provisions thereof.

ARTICLE XVI - GOVERNING LAW

This Agreement shall be governed in all respects, as to validity, construction, capacity, and performance or otherwise, by the laws of the State of Georgia.

ARTICLE XVII - JURISDICTION

This Agreement will be executed and implemented in Fulton County. Further, this Agreement shall be administered and interpreted under the laws of the State of Georgia. Jurisdiction of litigation arising from this Agreement shall be in the Fulton County Superior Courts. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

Whenever reference is made in the Agreement to standards or codes in accordance with which work is to be performed, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.

STATE OF GEORGIA

COUNTY OF FULTON

FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services¹ under a contract with [insert name of prime contractor (Agency)] Trans Housing Coalition on behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,² in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with Fulton County Government, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Fulton County Government at the time the subcontractor(s) is retained to perform such service.

2387620

EEV/Basic Pilot Program* User Identification Number

Trans Housing Coalition
Name of Contractor (Agency)

[Signature]
BY: Authorized Signature of Officer or Agent of Contractor

Director
Title of Authorized Officer or Agent of Contractor of Contractor

Mary Wilson
Printed Name of Authorized Officer or Agent of Contractor

Sworn to and subscribed before me this 27th day of Feb, 2024.

Notary Public: [Signature]

County: DeKalb

Commission Expires: 6/6/2024

SANTERRIO BRADFORD
NOTARY PUBLIC
DeKalb County
State of Georgia
My Comm. Expires June 06, 2026

¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services are performed by individuals licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

²*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT**Instructions:**

In the event that your company is awarded the contract for this project and will be utilizing the services of any subcontractor(s) in connection with the physical performance of services pursuant to this contract, the following affidavit must be completed by such subcontractor(s). Your company must provide a copy of each such affidavit to Fulton County Government, Department of Purchasing & Contract Compliance with the proposal submittal.

All subcontractor affidavit(s) shall become a part of the contract and all subcontractor(s) affidavits shall be maintained by your company and available for inspection by Fulton County Government at any time during the term of the contract. All subcontractor(s) affidavit(s) shall become a part of any contractor/subcontractor agreement(s) entered into by your company.

Applicants are required to complete and upload FORM F and FORM G in two (2) places
FORM F: 2024 Georgia Security and Immigration Contractor Affidavit and Agreement, and as applicable FORM G: 2024 Georgia Security and Immigration Subcontractor Affidavit. Must use templates provided in the RFP. Previous year forms will not be accepted.

Form F must include name of agency, EEV number, Signature & Notary.

If applicable, Form G must include name, EEV number, and Signature of subcontractor.

Upload 1-Via Purchasing Bid page - BidNet Direct:

<https://www.bidnetdirect.com/georgia/fultoncounty>

(Note: You will be required to set up a FREE registration with BidNet Direct to use the upload feature)

Upload 2 -Via WebGrants under 2024 CCSP Eligibility Requirements:

<https://fulton.dullestech.net>

To Complete Fillable Form - Please enter the all required information,

- ✓ Press "TAB" key to navigate easily through the form *once you enter your Agency name, it will repopulate throughout the form.*
- ✓ Save as: "Form F Agency Name"
- ✓ Print for Signature and Notary.
- ✓ Scan and upload to WebGrants as directed above in "Upload 1 and Upload 2"

STATE OF GEORGIA

COUNTY OF FULTON

FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services³ under a contract with **[insert name of prime contractor (Agency)]** TransHousingCoalition on behalf of **Fulton County Government** has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

NA

EEV/Basic Pilot Program* User Identification Number of Subcontractor

NA

Name of Subcontractor (Individual/Agency)

NA

BY: Authorized Signature Officer or Agent of Subcontractor

NA

Title of Authorized Officer or Agent of Subcontractor

NA

Printed Name of Authorized Officer or Agent of Subcontractor

Sworn to and subscribed before me this _____ day of _____, 20_____.

Notary Public: _____

County: _____

Commission Expires: _____

³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that “physical performance of services” means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

⁴*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| PRODUCER Hamby & Aloisio Inc. 53 Perimeter Center East #400 Atlanta GA 30346 | | CONTACT NAME: Judith Davis, CISR, CPSR PHONE (A/C, No, Ext): (770) 551-3270 FAX (A/C, No): (770) 551-3289 E-MAIL ADDRESS: judith@hains.com | | | | | | | | | | | | | | | |
|--------------------------------------------------------------------------------------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------|--------|------------------------------------------------|-----|-----------------------------------|-------|------------------------|--|-------------------|--|-------------------|--|-------------------|--|
| INSURED Trans Housing Coalition, Inc PO Box 5922 Atlanta GA 31107 | | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Great American Insurance Co.</td> <td>518</td> </tr> <tr> <td>INSURER B: Wesco Insurance</td> <td>25011</td> </tr> <tr> <td>INSURER C: USLI</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table> | | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Great American Insurance Co. | 518 | INSURER B: Wesco Insurance | 25011 | INSURER C: USLI | | INSURER D: | | INSURER E: | | INSURER F: | |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | | | |
| INSURER A: Great American Insurance Co. | 518 | | | | | | | | | | | | | | | | |
| INSURER B: Wesco Insurance | 25011 | | | | | | | | | | | | | | | | |
| INSURER C: USLI | | | | | | | | | | | | | | | | | |
| INSURER D: | | | | | | | | | | | | | | | | | |
| INSURER E: | | | | | | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | | | | | | |

COVERAGES**CERTIFICATE NUMBER:** 2024-2025**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------|----------------|-------------------------|-------------------------|---------------------------------------------------------------------------------|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | MAC 3858559 03 | 03/25/2024 | 03/25/2025 | EACH OCCURRENCE \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 |
| | | | | | | | MED EXP (Any one person) \$ 10,000 |
| | | | | | | | PERSONAL & ADV INJURY \$ 1,000,000 |
| A | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | MAC 3858559 03 | 03/25/2024 | 03/25/2025 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) \$ |
| | | | | | | | BODILY INJURY (Per accident) \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | UMB06282024 | 06/28/2024 | 03/25/2025 | EACH OCCURRENCE \$ 1,000,000 |
| | | | | | | | AGGREGATE \$ 1,000,000 |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y / N <input checked="" type="checkbox"/> N | N / A | WES3698829 | 03/25/2024 | 03/25/2025 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER |
| | | | | | | | E.L. EACH ACCIDENT \$ 500,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE \$ 500,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT \$ 500,000 |
| C | Directors and Officers | | | NDO1586228C | 04/09/2024 | 04/09/2025 | D&O Liability \$1,000,000 Employment Practices \$1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**
 Fulton County Government
 141 Pryor St SW

Atlanta

GA 30303

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME **Trans Housing Coalition**

DocuSigned by:
Robert L. Pitts
BA715B1A26544E7
Robert L. Pitts, Chairman
Fulton County Board of Commissioners

DocuSigned by: Name of Signatory: Mary Wilson
Mary Wilson
Name of Signatory: Executive Director
A90A1BA67B674E2...
Authorized Signature

ATTEST:

ATTEST:

DocuSigned by:
Tonya R. Grier
FEC476C4837648D...
Tonya R. Grier
Clerk to the Commission

Signed by: Name of 2nd Signatory: **Cortez Wright**
Cortez Wright
Name of 2nd Signatory: **Board Chair**
7D2F5581295F49C...
Second Authorized Signature

(Affix County Seal)



(Affix Corporate Seal, if applicable)

APPROVED AS TO FORM:

Signed by:
David Lowman
0EC92EDADEFB4B8...
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:
Stanley Wilson
5E4D76DFB4A0450...
Stanley Wilson, Director
Fulton County Department of
Community Development

Please select RM or 2ND RM from the checkbox

RM

X 2ND RM

| | |
|------------------------|----------------------------------|
| ITEM#: _____ RM: _____ | ITEM#: 24-0350 2ND RM: 5/15/2024 |
| REGULAR MEETING | SECOND REGULAR MEETING |

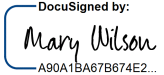
Certificate Of Completion

| | | |
|-----------------------------------------------------------------------------------------|---------------|----------------------------------------------|
| Envelope Id: 7657FE32EBD04AC3AE435A613682FEBA | | Status: Completed |
| Subject: Please DocuSign: 2024 CCSP Contract-Trans Housing Coalition-BOC Agenda#24-0350 | | |
| Parcel ID: | | |
| Employee Name: | | |
| Source Envelope: | | |
| Document Pages: 29 | Signatures: 6 | Envelope Originator: |
| Certificate Pages: 7 | Initials: 0 | Cherie Williams |
| AutoNav: Enabled | Stamps: 1 | 141 Pryor Street |
| Envelopeld Stamping: Enabled | | Purchasing & Contract Compliance, Suite 1168 |
| Time Zone: (UTC-05:00) Eastern Time (US & Canada) | | Atlanta, GA 30303 |
| | | Cherie.Williams@fultoncountyga.gov |
| | | IP Address: 136.55.230.223 |

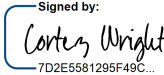
Record Tracking

| | | |
|--------------------------------------|------------------------------------|--------------------|
| Status: Original | Holder: Cherie Williams | Location: DocuSign |
| 7/24/2024 12:24:34 PM | Cherie.Williams@fultoncountyga.gov | |
| Security Appliance Status: Connected | Pool: StateLocal | |
| Storage Appliance Status: Connected | Pool: Fulton County Government | Location: DocuSign |

Signer Events

| Signer Events | Signature | Timestamp |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Mary Wilson | <div>DocuSigned by:  A90A1BA67B674E2...</div> | Sent: 7/24/2024 12:39:17 PM |
| Mwilson@transhousingcoalition.org | | Resent: 7/29/2024 11:39:32 AM |
| Security Level: Email, Account Authentication (None) | Signature Adoption: Pre-selected Style | Viewed: 7/29/2024 4:56:47 PM |
| | Using IP Address: 108.245.16.183 | Signed: 7/29/2024 4:57:37 PM |

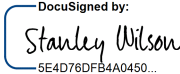
Electronic Record and Signature Disclosure:
Accepted: 7/24/2024 1:59:27 PM
ID: f09b78c5-f547-472c-8424-ccf19a4035e3

| | | |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Cortez Wright | <div>Signed by:  7D2E5681295F49C...</div> | Sent: 7/29/2024 4:57:41 PM |
| cwright@transhousingcoalition.org | | Resent: 7/31/2024 10:55:37 PM |
| Security Level: Email, Account Authentication (None) | Signature Adoption: Pre-selected Style | Resent: 8/8/2024 6:22:01 PM |
| | Using IP Address: 107.130.115.82 | Resent: 8/13/2024 12:55:28 PM |
| | | Viewed: 8/15/2024 2:23:31 PM |
| | | Signed: 8/15/2024 2:24:18 PM |

Electronic Record and Signature Disclosure:
Accepted: 8/15/2024 2:23:31 PM
ID: d716bb32-a332-4556-b6ed-6f901d4c4574

| | | |
|------------------------------------------------------|---------------------------------|-------------------------------|
| Mark Hawks2 | <div>Completed</div> | Sent: 8/15/2024 2:24:21 PM |
| mark.hawks@fultoncountyga.gov | | Viewed: 8/16/2024 12:16:51 PM |
| Chief Assistant Purchasing Agent | Using IP Address: 45.20.200.178 | Signed: 8/16/2024 12:17:03 PM |
| Purchasing and Contract Compliance | | |
| Security Level: Email, Account Authentication (None) | | |

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

| | | |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Stanley Wilson | <div>DocuSigned by:  5E4D76DFB4A0450...</div> | Sent: 8/16/2024 12:17:05 PM |
| Stanley.Wilson@fultoncountyga.gov | | Viewed: 8/16/2024 1:02:05 PM |
| Director | Signature Adoption: Pre-selected Style | Signed: 8/16/2024 1:02:16 PM |
| Stanley Wilson | Using IP Address: 76.209.103.30 | |
| Security Level: Email, Account Authentication (None) | | |

| Signer Events | Signature | Timestamp |
|---------------|-----------|-----------|
|---------------|-----------|-----------|

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lauren Hansford
lauren.hansford@fultoncountyga.gov
Security Level: Email, Account Authentication
(None)

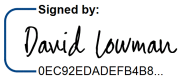
Completed

Using IP Address: 24.99.91.51

Sent: 8/16/2024 1:02:19 PM
Viewed: 8/16/2024 3:18:56 PM
Signed: 8/16/2024 3:20:27 PM

Electronic Record and Signature Disclosure:
Accepted: 8/16/2024 3:18:56 PM
ID: fd0b2ce6-0c41-4529-a3bf-2a017ec6d814

David Lowman
David.Lowman@fultoncountyga.gov
Security Level: Email, Account Authentication
(None)

Signed by:

0EC92EDADEFB4B8...

Signature Adoption: Pre-selected Style
Using IP Address: 73.43.218.125

Sent: 8/16/2024 3:20:30 PM
Viewed: 8/16/2024 3:22:02 PM
Signed: 8/16/2024 3:24:11 PM

Electronic Record and Signature Disclosure:
Accepted: 8/16/2024 3:22:02 PM
ID: 27203def-2fda-41df-a352-6ec41d62c9c4

Nikki Peterson
nikki.peterson@fultoncountyga.gov
Chief Deputy Clerk to the Board of Commissioners
Fulton County Government
Security Level: Email, Account Authentication
(None)

Completed

Using IP Address: 68.208.197.4

Sent: 8/16/2024 3:24:13 PM
Viewed: 8/19/2024 3:00:32 PM
Signed: 8/19/2024 3:04:15 PM

Electronic Record and Signature Disclosure:
Accepted: 11/27/2017 1:39:37 PM
ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8

Robert L. Pitts
michael.oconnor@fultoncountyga.gov
Security Level: Email, Account Authentication
(None)

DocuSigned by:

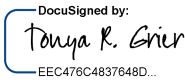
BA715B1A26544E7...


Signature Adoption: Pre-selected Style
Using IP Address: 68.208.197.4

Sent: 8/19/2024 3:04:19 PM
Viewed: 8/19/2024 3:43:24 PM
Signed: 8/19/2024 3:43:33 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Tonya R. Grier
tonya.grier@fultoncountyga.gov
Clerk to the Commission
Fulton County
Security Level: Email, Account Authentication
(None)

DocuSigned by:

EEC476C4837648D...



Signature Adoption: Pre-selected Style
Using IP Address: 99.96.24.191

Sent: 8/19/2024 3:43:37 PM
Viewed: 8/19/2024 7:25:14 PM
Signed: 8/19/2024 7:25:23 PM

Electronic Record and Signature Disclosure:
Accepted: 3/16/2018 10:54:59 AM
ID: f3f241e8-3027-4447-9476-6cf20ae25dd4

| Signer Events | Signature | Timestamp |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | Completed Using IP Address: 45.20.200.178 | Sent: 8/19/2024 7:25:27 PM Viewed: 8/21/2024 8:28:47 AM Signed: 8/21/2024 8:28:52 AM |
| In Person Signer Events | Signature | Timestamp |
| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
| Carbon Copy Events | Status | Timestamp |
| Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 7/24/2024 12:39:15 PM |
| Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 7/24/2024 12:39:16 PM Resent: 8/21/2024 8:29:00 AM |
| Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 7/24/2024 12:39:16 PM |
| Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign | COPIED | Sent: 8/21/2024 8:28:57 AM Viewed: 8/21/2024 1:33:20 PM |
| Witness Events | Signature | Timestamp |
| Notary Events | Signature | Timestamp |
| Envelope Summary Events | Status | Timestamps |
| Envelope Sent | Hashed/Encrypted | 7/24/2024 12:39:16 PM |
| Certified Delivered | Security Checked | 8/21/2024 8:28:47 AM |

| Envelope Summary Events | Status | Timestamps |
|--------------------------------------------|------------------|----------------------|
| Signing Complete | Security Checked | 8/21/2024 8:28:52 AM |
| Completed | Security Checked | 8/21/2024 8:28:57 AM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

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| | |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Systems: | Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X |
| Browsers: | Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only) |
| PDF Reader: | Acrobat® or similar software may be required to view and print PDF files |
| Screen Resolution: | 800 x 600 minimum |
| Enabled Security Settings: | Allow per session cookies |

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