

**MODIFICATION NUMBER ONE OF
AGREEMENT FOR SERVICES BETWEEN
COUNTY OF SONOMA AND
INTERFAITH SHELTER NETWORK, INC.**

On September 28, 2023, the County of Sonoma, a political subdivision of the State of California, (hereinafter “County”) and InterFaith Shelter Network, Inc. (hereinafter “Contractor”) entered into a services agreement (hereinafter “Agreement”).

Pursuant to Section 13.7 (Merger) of the Agreement, the parties hereby evidence their intent and desire to modify the Agreement as follows:

1. The name of Contractor “InterFaith Shelter Network, Inc.” in the first paragraph on page 1 of this Agreement is hereby deleted and replaced with “Individual & Family Support Network, Inc.”.

2. Section 2.2 (Maximum Payment Obligation) is hereby revised to read as follows:

2.2. Maximum Payment Obligation

In no event shall County be obligated to pay Contractor more than the total sum of \$807,590, including \$137,483 for FY 23-24, \$180,047 for FY 24-25, \$393,056 for FY 25-26 and \$97,004 for FY 26-27, under the terms and conditions of this Agreement.

3. Section 2.7.2 (Title 2 Code of Federal Regulations Part 200) is hereby revised to read as follows:

2.7.2 Title 2 Code of Federal Regulations Part 200

As a subrecipient of federal awards, Contractor is subject to the provisions of Title 2 Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (hereinafter “2 CFR Part 200”). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of 2 CFR Part 200. One provision of 2 CFR Part 200 requires a subrecipient that expends \$1,000,000 in federal awards during its fiscal year to have an audit performed in accordance with 2 CFR Part 200. If such an audit is required, Contractor agrees to provide County with a copy of the audit report within 9 months of Contractor’s fiscal year-end. Questions regarding 2 CFR Part 200 can be directed to County’s Auditor-Controller-Treasurer-Tax Collector’s Office – General Accounting Division.

4. Article 3 (Term of Agreement) is hereby revised to read as follows:

3. Term of Agreement

The term of this Agreement shall be from July 1, 2023 to September 1, 2026, unless terminated earlier in accordance with the provisions of Article 4 (Termination).

5. Section 9.4.1. (Right to Audit, Inspect, and Copy Records) is hereby revised to read as follows:

9.4.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized state or federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose

of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. DHCS, the California Department of General Services, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States, are authorized agencies with the right to inspect and copy Contractor’s records. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

Contractor may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books, and records related to the Agreement to microfilm, computer disk, CD ROM, DVD, or other data storage medium. Upon request by an authorized representative of County, state, or federal agency, Contractor must supply or make available applicable devices, hardware, and/or software necessary to view, copy, and/or print said records.

Contractor agrees to comply with all requests for information from the County necessary to fulfill the County's reporting obligations. This includes providing any reports prepared by the Contractor or its subcontractors, consultants, and agents, as well as any data or documentation required by the County. All information must be provided in a timely and accurate manner to ensure compliance with applicable reporting requirements.

- 6. Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments) contact table’s “To Contractor” column is hereby revised to read as follows:

All notices, shall be submitted via Sonoma County Cloud or in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, shall be addressed as follows:

To County:	To Contractor:
Behavioral Health Director Behavioral Health Division Department of Health Services County of Sonoma 2227 Capricorn Way, Suite 207 Santa Rosa CA 95407 707-565-4850	Jill W. Lowry, Chief Executive Director Individual & Family Support Network, Inc. 2455 Bennett Valley Rd., Suite C200 Santa Rosa CA 95404 707-546-7907 jill.lowry@ifsn.org

When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by facsimile or email, the notice, bill, or payment shall be deemed received upon transmission as long as: (1) the original copy of the notice, bill, or payment is promptly deposited in the U.S. Mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date); (2) the sender has a written confirmation of the facsimile transmission or email; and (3) the facsimile or email is transmitted before 5 p.m. (recipient’s time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the

person to whom notices are to be given by giving notice pursuant to this Article **Error! Reference source not found.**

7. Exhibit A (Scope of Work), Section I. “Program/Project Overview” is hereby deleted and replaced in its entirety with the following:

1. Program/Project Overview:

Agency/Organization Name: Individual & Family Support Network, Inc.		
Program/Project Name: Prop 47 Service Engagement		
Geographic Areas Served:		
<input checked="" type="checkbox"/> Central County (Santa Rosa)	<input checked="" type="checkbox"/> North County	<input checked="" type="checkbox"/> South County
<input checked="" type="checkbox"/> East County	<input checked="" type="checkbox"/> West County	

8. Exhibit A (Scope of Work), Section VI. Sonoma County Contract Contact Persons” is hereby deleted and replaced in its entirety with the following:

VI. Sonoma County Contract Contact Person:

Contract Manager:
 Name: David Evans
 Phone: (707) 565-4935
 Email: David.Evans@sonomacounty.gov

9. Exhibit B (Payment Terms and Conditions), Section 3 (Budget) tables for Fiscal Years 2023-2024, 2024-2025, 2025-2026 & 2026-2027 is hereby revised to read as follows:

Personnel Costs	Annualized Salary (\$)	FY 23-24 Amount (\$)
Accounting Associate	\$54,080	2,549.97
Data Specialist	\$49,920	2,495.36
Director of Programs	\$88,000	6,199.48
Program Manager	\$75,000	17,777.83
Peer Support Specialist	\$56,160	17,547.15
Behavioral Case Manager	\$64,480	38,502.40
Resource Specialist	\$54,080	6,572.68
CFO	\$88,000	4,125.21
Executive Director	\$105,000	6,573.45
Total Personnel Costs		102,343.53
Summary of Operating Expenses		
Equipment Purchase Costs		5,086.10
Contractual Costs		3,273.75
Materials and Supply Costs		4,785.25
Travel Costs		1,297.26
Other Costs		2,156.50
Total Operating Expenses		16,598.86
Indirect Costs		18,540.61
Total		137,483.00

Personnel Costs Salaries	Annualized Salary (\$)	FY 24-25 Amount (\$)
Accounting Associate	55,702.00	4,633.54
Data Specialist	51,418.00	6,674.19
Director of Programs	90,640.00	3,293.11
Program Manager	77,250.00	23,852.50
Peer Support Specialist	57,845.00	22,926.54
Behavioral Case Manager	66,414.00	66,072.25
Resource Specialist	55,702.00	4,335.47
CFO	90,640.00	6,009.64
Executive Director	108,150.00	7,253.76
Total Personnel Costs		145,051.00
Summary of Operating Expenses		
Equipment Purchase Costs		538.64
Contractual Costs		2,768.75
Materials and Supply Cost		4,442.33
Travel Costs		3,583.95
Other Costs-Communication		4,886.39
Total Operating Expenses		16,220.06
Indirect Costs		18,775.94
Total		180,047.00

Personnel Costs Salaries	Annualized Salary (\$)	FY 25-26 Amount (\$)
Program Director	80,000	11,605.64
Case Manager	58,240	14,690.10
Peer Support Specialist	58,240	2,367.87
Admin/Data Assistant	49,92	71,331.04
Data Specialist / IT	60,320	82,151.07
Payroll Manager	66,560	62,923.68
Accountant	70,000	19,467.78
COO	72,800	21,398.66
CEO	120,000	27,170.03
Total Personnel Costs		313,105.87
Summary of Operating Expenses		
Equipment Purchase Costs		72.88
Contractual Costs		2,915.21
Materials and Supply Costs		6,043.66
Travel Costs		2,432.04
Other Costs		23,354.26
Total Operating Expenses		34,818.05
Indirect Costs		45,132.08
Total		393,056.00

Personnel Costs Salaries	Annualized Salary (\$)	FY 26-27 Amount (\$)
Program Director	80,000	2,864.21
Case Manager	58,240	3,625.43
Peer Support Specialist	58,240	584.38
Admin/Data Assistant	49,920	17,604.10
Data Specialist / IT	60,320	20,274.42
Payroll Manager	66,560	15,529.21
Accountant	70,000	4,804.54
COO	72,800	5,281.07
CEO	120,000	6,705.41
Total Personnel Costs		77,272.77
Summary of Operating Expenses		
Equipment Purchase Costs		17.99
Contractual Costs		719.46
Materials and Supply Costs		1,491.54
Travel Costs		600.21
Other Costs		5,763.70
Total Operating Expenses		8,592.90
Indirect Costs		11,138.33
Total		97,004.00

10. The name of Contractor “InterFaith Shelter Network, Inc.” in the first paragraph on page 25 and the second Recitals paragraph of Whereas of Exhibit D. “Special Terms and Conditions – Information Privacy & Security – Qualified Service Organization/Business Associate Addendum” is hereby deleted and replaced with “Individual & Family Support Network, Inc.”.

11. If there are any terms and conditions in conflict between the original agreement and this amendment, the language in this amendment shall apply.

Except as expressly modified herein, all terms and conditions of Agreement shall remain in full force and effect.

§ The remainder of this page has intentionally been left blank. §

IN WITNESS WHEREOF, the parties have caused this modification to be duly executed by their authorized representatives this _____ day of _____, 2025.

CONTRACTOR:

Jill W. Lowry, Chief Executive Director
Individual & Family Support Network, Inc.

Dated

COUNTY OF SONOMA:

Approved; Certificate of Insurance on File with County:

Nolan Sullivan, Director
Department of Health Services

Dated

Approved as to Substance:

Division Director or Designee

Dated

Approved as to Form:

Tambra Curtis

Sonoma County Counsel

11/17/25

Dated

Approved as to Substance:

Privacy & Security Officer or Designee

Dated