

AMENDATORY AGREEMENT

This **AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **LA RAZA SERVICES, INC.**, a Colorado nonprofit corporation whose address is 3131 W. 14th Street, Denver, Colorado 80204 (the “Contractor”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated November 4, 2022 (the “Agreement”) to perform, and complete all of the services and produce all the deliverables set forth on Exhibit A, the Scope of Work and Budget, to the City’s satisfaction.

B. The Parties wish to amend the Agreement to extend the term, updated paragraph 19-No Employment of Workers without Authorization, and amend the scope of work and budget.

NOW THEREFORE, in consideration of the premises and the Parties’ mutual covenants and obligations, the Parties agree as follows:

1. Section 3 of the Agreement entitled “**TERM:**” is hereby deleted in its entirety and replaced with:

“**3. TERM:** The Agreement will commence on **November 1, 2022**, and will expire on **February 29, 2024** (the “Term”). The term of this Agreement may be extended by the City under the same terms and conditions by a written amendment to this Agreement. Subject to the Executive Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director.”

2. Section 19 of the Agreement entitled “**NO EMPLOYMENT OF WORKERS WITHOUT AUTHORIZATION TO PERFORM WORK UNDER THE AGREEMENT:**” is hereby deleted in its entirety and replaced with:

“**19. [RESCINDED.]**”

3. All references in the original Agreement to **Exhibit A, Scope of Work and Budget** now refer to **Exhibit A** and **Exhibit A-1**. **Exhibit A-1** is attached and incorporated by reference herein.

4. As herein amended, the Agreement is affirmed and ratified in each and every particular.

5. This Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

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Contract Control Number: ENVHL-202369536-01/ENVHL-202264337-01
Contractor Name: LA RAZA SERVICES, INC.

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver


By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202369536-01/202264337-01
LA RAZA SERVICES, INC.

By:  _____
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Name: Rudy Gonzales
(please print)

Title: President/CEO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



EXHIBIT A-1
SCOPE OF WORK AND BUDGET
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I. Purpose of Agreement

To provide Community Engagement Services to the following target population: community members who are experiencing problems related to mental health, depression, poverty, homelessness and/or substance abuse issues. The Community Engagement Services will be a partner program of Support Team Assisted Response (STAR), which is a program that sends a *Paramedic/EMT* and a *Behavioral Health Clinician* to low-risk behavioral health calls to de-escalate and connect a resident in distress with appropriate services.

II. Services

1. Create a Culturally, Geographically and Linguistically Appropriate Services (CLAS) Network that addresses CGLAS behavioral health issues and social determinants of health.

A. Use data to identify service gaps (first three months)

A1. Servicios to host STAR Community Advisory Board for listening session (upon contract execution)

B. Identify providers that can fill gaps (first six months)

C. Secure letters of commitment/subrecipient agreements prioritizing organizations serving communities of color and/or led by communities of color; develop SOW's with these organizations (ongoing; months one to six)

D. Identify geographic priorities for community outreach and education on the STAR Program (first three months)

2. Servicios to Hire the STAR Community Services Director

A. In collaboration with program partners at DDPHE, WellPower, The Urban Institute, and Denver Health design STAR Community Engagement Service Model (upon contract execution)

B. Formulate universal intake, data and evaluation tools, other measurements (within six months)

C. Create warm hand off procedures that align with STAR operational hours of 6am to 10pm (first six months)

3. Begin the implementation of the STAR Community Engagement Services Model.

A. STAR Community Services Director writes job descriptions (month 1)

B. Hire Year 1 direct services team (within three to six months)

4. Attend all STAR Provider Network Advisory Board (CAB) meetings



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- A. Servicios staff representation at each existing and upcoming CAB meeting (ongoing)
- A1. Share with the Community Advisory Board evaluation results (quarterly reports + final report)

5. Develop program Budget for Years 2 and 3 (month nine of year one)

III. Process and Outcome Measures

1. Culturally, Geographically and Linguistically Appropriate Services (CGLAS) service matrix that addresses CGLAS behavioral health issues and social determinants of health fully completed.

Based on:

- A. Data to identify gaps.
- B. Providers who can fill these gaps.
- C. Letters of commitment/subrecipient agreements, along with Scopes of Work, having been finalized with providers.
- D. Past utilization data that identified geographic priorities/council districts for Community Engagement Services Outreach.
- E. Determine outputs, outcomes, and measures for monthly progress reports (first six months)

2. Community Engagement Services Manager hired.

- A. In collaboration with program partners at DDPHE, WellPower, The Urban Institute, and Denver Health, a STAR Community Engagement Services Network designed.
- B. Universal intake, data and evaluation tools, and other measurements formulated.
- C. Warm handoff procedures developed.

3. Implementation of the STAR Community Engagement Services Model has begun.

- A. Job descriptions written.
- B. Year 1 direct services team hired.

4. STAR Provider Network Advisory Board convened.



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5. Budgets for Years 2 and 3 developed.

IV. Performance Management and Reporting

A. Performance Management

Monitoring will be performed by the Behavioral Health Section in the Community & Behavioral Health division of the Denver Department of Public Health & Environment (DDPHE). Performance will be reviewed for:

1. Program and Managerial Monitoring of the quality of services being provided and the effectiveness of those services addressing the needs of the program.
2. Contract and Financial Monitoring of:
 - a. Current program information to determine the extent to which contractors are achieving established contractual goals.
 - b. Financial systems and billings to ensure that contract funds are allocated and expended in accordance with the terms of the agreement. Servicios de la Raza is required to provide all invoicing documents in accordance with invoicing requirements communicated prior to the effective date of the contract. The Controller's Office will review the quality of the submitted invoice monthly.
 - c. There may be regular performance monitoring by program area and City leaders. Performance issues may be addressed by City leaders including appropriate City agencies and the program area to develop interventions that will resolve concerns.
3. Compliance Monitoring may be conducted to ensure that the terms of the contract document are met, as well as Federal, State, and City legal requirements, standards and policies.

B. Reporting

The following reports shall be developed and delivered to the City as stated in this section.



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Report Name	Description	Time Frame	Report to be sent to:
<p>Monthly Progress Report</p>	<p>Monthly Progress Reports will be submitted to OBHS no later than the last day of the first month following the respective quarter. Note: Include current and historical data from previous quarters in order to provide trend information by reporting area. Some data may not be available from [contracted agency]. If available, the report will include:</p> <ol style="list-style-type: none"> 1. Number of Referrals 2. Response time measures 3. Service Linkage (specific) 4. Outcomes (currently engaged, disengaged, etc.) <p>Servicios will work with both The Urban Institute and their specific third-party evaluator to finalize these monthly metrics with DPHE in the first six months upon contract execution.</p>	<p>Monthly</p>	<p>Evan Thompkins: evan.thompkins@denvergov.org</p>



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Contract Summary Report	Report shall demonstrate all functions performed, and how services provided met the overall goals of this agreement. Other data will include total budget per line item, amount spend, and an explanation as to unspent funds, etc.	Contract end, within 45 days after term end	Evan Thompkins: evan.thompkins@denvergov.org
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V. Revenue Sources and Billing

A. Revenue Sources

City general and supplemental funds, Caring for Denver Foundation, Medicaid, Medicare, Veterans Administration and other third-party benefit plans and/or programs are revenue sources. Funds provided by OBHS are intended to cover non-Medicaid covered costs associated with the program. Other benefit plans and programs should cover all or a portion of the costs. OBHS is the payer of last resort.

B. Billing

- All invoices will report total costs, amounts billed will include submitting receipts and/or appropriate documentation for budget-approved expenses. Payment will be based on monthly invoice and appropriate backup documentation. Invoices shall be submitted to Denver STAR program administrator at Evan.thompkins@denvergov.org, in accordance with the agreed upon payment structure.
- Pre-Payment Invoices and reports shall be completed and submitted on or before the 15th of each month following the month of services rendered 100% of the time. La Raza Services shall use the preferred invoice template, if requested. Invoices shall be processed with immediate payment terms.

C. Payments

Invoices and reports shall be completed and submitted on or before the 15th of each month following the month of services rendered 100% of the time. La Raza Services shall use the preferred invoice template, if requested. Invoices shall be processed with immediate payment terms.



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- An advance payment may be made through a written request (the advanced invoice form attached) to the Denver STAR Program Administrator. The written request shall detail the amount to be paid in advance, price quotes with line-item details, personnel costs, etc. and dates the services or supplies will be performed or purchased by La Raza Services.
- The total fund awarded to La Raza Services shall be dispersed monthly. The advanced monthly payments shall not exceed the agreed upon monthly budgeted amount.
- Unspent funds at the end of the contract term must be refunded by La Raza Services.
- Any advanced funds shall be reconciled upon completion of the month by the grantee and the Denver STAR Program Administrator. Reconciling the advanced funds will include providing invoices and proof of payments as required in Section IV Invoice of this document. Advanced funds shall be used only for expenses as detailed in the agreed upon budget. If the advance payment is not used by La Raza Services, or not used for the approved expenses as detailed in the request, La Raza Services shall repay the city any remaining or unreconciled funds.

VI. Budget – 11/1/2022 – 2/29/2024

BUDGET CATEGORY	AMOUNT	NARRATIVE
<i>Project Personnel</i>		
STAR Community Services Director	90,000.00	1 FTE to-be-hired (Year 1 term: 12 months). This position serves as the project director and principal investigator for the Servicios STAR project. Working both traditional hours and on-call, this position ensures that all grant goals and objectives are fulfilled. Community-centric, this position will engage the broader Denver community in the STAR planning process to include goal setting, qualitative feedback/listening sessions, and coalition-building.



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		<p>Responsible for all data management, this position will work to create quantitative and qualitative project data tracking in an electronic health records system.</p> <p>Significant knowledge of social services, community assets/organizations, community engagement, negotiation, problem-solving, critical-thinking, and situational awareness required. Bilingual preferred, but not required.</p> <p>This position is the point of contact for DPHE and other key partners and is also the media/emergency contact for STAR-related inquiries.</p>
Vice-President, Health & Wellness	25,000.00	<p>.20 FTE Ana Vizoso (Year 1 term: 12 months). As behavioral health is a key presenting need for this service population, this position will provide licensed oversight and clinical supervision in all areas of behavioral health to include mental health services, substance misuse services, crisis intervention services, and co-evaluation of other behavioral health providers in the STAR Network and The Urban Institute in cooperation with the STAR Community Services Director.</p> <p>This position reviews and signs off on all and any behavioral healthcare-related treatment notes as recorded in the electronic health records systems and will directly supervise two Behavioral Health Managers on this project.</p>
Vice-President, Social Services	25,000.00	<p>.20 FTE Fabian Ortega (Year 1 term: 12 months). The parallel position to behavioral health is addressing basic human needs with longer-term, ongoing social services and</p>



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		<p>care to reduce/eliminate future incidences and the burden on other systems, such as hospital emergency rooms, and other systems. This position will oversee all providers of services that address one’s basic human needs and the social determinants of health that are not behavioral healthcare-related such as housing, employment, food/clothing/basic supplies, obtaining vital records, transportation, financial literacy, etc.</p> <p>Working in tandem with STAR Community Services Director, this position will assist in building out a vast and varied network of safety net providers with the goal of supporting long-term housing stability, safety, and self-reliance.</p> <p>This position will evaluate the performance of all non-behavioral health subcontractors on the Servicios STAR project team and work with providers to collect client-level data cross-sectionally.</p>
<p>Behavioral Health Co-Director</p>	<p style="text-align: center;">15,000.00</p>	<p>.15 Rick Thompson (Year 1 term: 12 months). Working under the direct supervision of the Vice-President of Health and Wellness this position provides bilingual direct client services, as well as monitors treatment and case management notes for accuracy, data completeness, and fidelity of treatment in the electronic health records systems.</p> <p>This position collaborates with the Vice-President of Health and Wellness, the STAR Community Services Director, and the Behavioral Health Manager to provide training and</p>



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		<p>consultation to other behavioral healthcare providers in the Servicios STAR Network to help problem-solve, build capacity, and refine culturally and linguistically appropriate services across the entire network.</p>
<p>Behavioral Health Co-Director</p>	<p>15,000.00</p>	<p>.15 Neva Martinez (Year 1 term: 12 months). Working under the direct supervision of the Vice-President of Health and Wellness this position provides direct client services, as well as monitors treatment and case management notes for accuracy, data completeness, and fidelity of treatment in the electronic health records systems.</p> <p>This position collaborates with the Vice-President of Health and Wellness, the STAR Community Services Director, and the Behavioral Health Manager to provide training and consultation to other behavioral healthcare providers in the Servicios STAR Network to help problem-solve, build capacity, and refine culturally and linguistically appropriate services across the entire network.</p>
<p>Finance Director</p>	<p>20,000.00</p>	<p>.17 FTE Jacob Heredia (Year 1 term: 12 months). Responsible for fiscal management and oversight of the STAR program at Servicios, budgeting implementation/monitoring/adaptation, and communication with the City of Denver on financial matters related to the Servicios STAR project.</p> <p>The Finance Director reviews all work products from the Staff Accountant on the project to ensure accuracy, completeness, and timeliness of all billables and receivables.</p>



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		<p>Reviews and signs off on all STAR Financial Reports with the President & CEO. Reviews and monitors all STAR Network subcontracts and MOUs with the President & CEO to ensure financial compliance with grant terms and conditions aligning with generally accepted accounting principles.</p>
<p>Staff Accountant</p>	<p style="text-align: center;">75,000.00</p>	<p>1 FTE to-be-hired (Year 1 term: 12 months). Monitors, records, and manages daily financial activities associated with the Servicios STAR project. Responsible for gathering and recording all financial activities to include payroll, materials expenses, subcontractor expenses, etc.</p> <p>Reserves the right to spot-audit all subcontractors to ensure grant compliance and timely spend-downs.</p> <p>Works with the Finance Director to assess for changing financial needs as the project and community need evolve. Prepares and submits monthly reports to the Finance Director and President & CEO. Prepares quarterly backup and reimbursement reports/financial reports for the City of Denver.</p> <p>Additionally, provides technical support to other partners in the Servicios STAR network to help build additional administrative capacity in agencies that lack administrative support, particularly for partners that serve and/or are led by communities of color and other traditionally marginalized communities.</p>



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<p>Human Resources Associate</p>	<p style="text-align: center;">32,500.00</p>	<p>.5 FTE to-be-hired (Year 1 term: 12 months). Given the increase in personnel, this position will provide support on a part-time basis to the Servicios STAR project.</p> <p>Working with project leadership, this position will assist in the creation of project job descriptions, advertising, and hiring. This position will provide supervisors with employee evaluation materials specific to the deliverables of the STAR project.</p> <p>Working with the Staff Accountant, this position will provide monthly payroll reports to roll up into the monthly financial reports for the STAR project.</p> <p>This position will also coordinate trainings applicable to the STAR project for staff on this budget, as well as for staff participating as subcontractors (such as trauma-informed care, JEDI trainings, crisis management, and the like).</p> <p>The Human Resources Associate will also be a key player in fostering a culture of support and collaboration among the Servicios STAR network staff and partner providers, to include promoting activities that facilitate active participation, retention, and self-care.</p>
<p>Night Shift Case Manager</p>	<p style="text-align: center;">32,500.00</p>	<p>1 FTE to-be-hired (Year 1 term: 6 months). Hired after the initial planning phase, this position will provide on-call phone support to the Servicios STAR network, participants, and others during non-traditional working hours.</p>



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		<p>This position will provide direct referrals and resource navigation, crisis mitigation, stabilization, and will help to address the gaps in service navigation during non-traditional hours.</p> <p>Additionally, this position will build strong working relationships with local emergency shelters, and other service providers (such as detox providers).</p>
Case Manager (Phone Line)	25,000.00	<p>1 FTE to-be-hired (Year 1 term: 6 months). Hired after the initial planning phase, this position will provide on-call phone support to the Servicios STAR network, participants, and others during traditional working hours.</p> <p>This position will provide direct referrals and resource navigation, crisis mitigation, stabilization, and will help to address the gaps in service navigation during traditional hours.</p> <p>Additionally, this position will build strong working relationships with local day/emergency shelters, and other service providers (such as detox providers).</p>
Case Manager (Day)	55,000.00	<p>1 FTE to-be-hired (Year 1 term: 12 months). Provides culturally and linguistically appropriate, trauma informed crisis management and stabilization services for the Servicios STAR project. Peer preferred; non-clinical.</p> <p>Complimenting the services of Well Power and other providers, this position will address the need for immediate social/emotional stabilization supports and expand the</p>



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		project's capacity to serve more individuals, while reducing calls to 911.
Case Manager (Day)	55,000.00	<p>1 FTE to-be-hired (Year 1 term: 12 months). 1 FTE to-be-hired (Year 1 term: 12 months). Provides culturally and linguistically appropriate, trauma informed crisis management and stabilization services for the Servicios STAR project. Peer preferred; non-clinical.</p> <p>Complimenting the services of WellPower and other providers, this position will address the need for immediate social/emotional stabilization supports and expand the project's capacity to serve more individuals, while reducing calls to 911.</p>
Case Manager (Night)	60,000.00	<p>1 FTE to-be-hired (Year 1 term: 12 months). 1 FTE to-be-hired (Year 1 term: 12 months). Provides culturally and linguistically appropriate, trauma informed crisis management and stabilization services for the Servicios STAR project during non-traditional/afterhours. Peer preferred; non-clinical.</p> <p>Complimenting the services of WellPower and other providers, this position will address the need for immediate social/emotional stabilization supports and expand the project's capacity to serve more individuals, while reducing calls to 911.</p>
Case Manager (Night)	60,000.00	<p>1 FTE to-be-hired (Year 1 term: 12 months). 1 FTE to-be-hired (Year 1 term: 12 months). Provides culturally and linguistically appropriate, trauma informed crisis management and stabilization services for the Servicios</p>



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		<p>STAR project during nontraditional/afterhours. Peer preferred; non-clinical.</p> <p>Complimenting the services of WellPower and other providers, this position will address the need for immediate social/emotional stabilization supports and expand the project's capacity to serve more individuals, while reducing calls to 911.</p>
Basic Emergency Services Technician	25,000.00	<p>.5 FTE to-be-hired (Year 1 term: 12 months). Hired after the initial planning phase, this position will provide direct client services centering around the provision of basic needs supplies to include emergency food, clothing (to include professional attire for job interviews), hygiene/feminine hygiene supplies, transportation vouchers, COVID-19 testing kits and personal protective items such as masks, hand sanitizer, etc., as well as housing and resource navigation.</p> <p>Working under the supervision of the Vice-President of Social Services, this position will capture client utilization data and provide monthly reports on service utilization, as well as qualitative client feedback reports per anonymous client surveys.</p>
Manager of Marketing & Media Relations	13,750.00	<p>.25 FTE Danielle Nachowitz (Year 1 term: 12 months). Given that this is a "start-up" project/project expansion, this position will be responsible for creating all collateral (both print and online) for the Servicios STAR project.</p>



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		<p>Creating and overseeing project brand standards, the Manager of Marketing and Media Relations will develop project brochures and referral fliers in both Spanish and English and develop, post, and boost content on social media (Facebook, Instagram, YouTube, etc.).</p> <p>This position will also work to align the STAR Community Services Director with local press partners to amplify positive STAR outcomes, in partnership with other STAR partners to include the City of Denver. Position will draft/co-draft press releases and share them with the City of Denver pre-release for edits/amendments to create a unified public voice for the Servicios STAR project.</p>
Fringe Benefits	134,106.25	21.50% of project-specific salaries; Fringe benefits include employer paid taxes: FICA (7.65%). In addition, fringe includes employer paid benefits: Health, Vision, Dental, and Short- and Long-term Disability (STD/LTD) which are based on flat rates of \$4,500, \$69, \$317, and \$632 respectively. Retirement is based on a 3% employer match.
<i>Project Personnel Subtotal</i>	<i>757,856.25</i>	
<i>Supplies, Equipment, Marketing, and other project-necessities</i>		
Laptops	12,000.00	Laptops for new hires; necessary equipment for daily client record management.
Printers	2,700.00	Printers for new hires.
Facility Lease	90,000.00	Facility lease, maintenance, etc.; space to-be-determined and allocated only to Servicios STAR personnel and/or project partners. This line item is an estimate and includes both base rent and facility utilities.



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Mileage	4,800.00	0.50 per mile driven for the project; per company policies and procedures, staff are to record all travel for the project to include dates, starting/ending points, mileage driven, purpose of travel, and maps to serve as verification/backup of routes travelled.
Electronic Health Records/Data System	30,000.00	Software necessary for managing data across the entire spectrum of the Servicios STAR project. For the Electronic Health Records system, we have allocated according to how the system bills per utilization. Some systems charge per user licenses that are unique assigned to staff members. However, this more capable system charges per the number of clients that are active in the system. The allocation reflected in the line item is an <i>anticipated or forecasted</i> number. However, 6 months to 1 year into full implementation will be able to provide us with a baseline to adjust accordingly from.
IT Systems	25,000.00	Cyber security and network infrastructure necessary for maintaining a safe and secure, online data repository through the electronic health records system.
3rd Party Project Evaluator	30,000.00	Annual to-be-determined, third-party project evaluator. Works with the project team to create and evaluate measurements for each funded grant goal and objective through a SMART goal lens. Using strategic learning, meets with the Servicios STAR project team and accompanying partners on a quarterly basis to evaluate progress on achieving grant goals and objectives.



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		<p>Develops a written, quarterly evaluation report that is open to funder inspection which provides impartial program evaluation, as well as suggestions for improvement.</p> <p>Develops a written and annual, rollup report of the Servicios STAR project subject to funder and public inspection.</p> <p>Required to have extensive experience in overseeing projects that serve marginalized communities with both behavioral health and social services supports.</p>
Cell Phones	4,500.00	Necessary technology for support lines, as well as staff safety.
Client Supportive Services	90,852.84	<p>Flexible wraparound support funds that span from emergency hotel vouchers, to gift cards, to emergency food and supplies, to transportation vouchers, and other direct supports.</p> <p>Monetary support will not be provided directly to clients.</p> <p>All purchases will be made by Servicios' STAR project personnel and subrecipients. All backup will be due to the Staff Accountant on a monthly basis.</p>
General Supplies	1,200.00	Office supplies. This is an undercount and Servicios will absorb the additional cost as an in-kind contribution to this project.
PPE	2,000.00	Masks, hand sanitizer, and other basic supplies to prevent the spread of COVID-19.



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<p>Marketing Materials (Printed and Social)</p>	<p>15,000.00</p>	<p>Brochures and fliers to market the Servicios STAR project throughout all of Denver. These materials will be shared with service providers in every Council District, to also include Councilmembers. Materials will be provided (at minimum) in both Spanish and English.</p> <p>The direct advertising and marketing costs are critical to the success of this new venture. Not only because it is a new venture, but also because we want to create a “no wrong door” approach to accessing the Servicios STAR community network. We would like to bring the phone number that connects to supportive services and staff in our budget right to the community. To do so, we need to advertise it out directly. Also, we will create visuals and language that is resounding and culturally and linguistically responsive. The power of our relationship with the bus ads company is that they will allow for us to cherry-pick the locations that we would like to advertise in. And naturally, we are going to advertise in the districts/neighborhoods that having the highest historical utilization of the program per historical data AND neighborhoods that have the highest number of low-income, communities of color per Census Tract data.</p> <p>The printed collateral is also critical to supporting a no wrong door entry to the Network. In the least, we will offer printed materials (such as brochures and/or fliers) in both Spanish and English. Best practice usually cites providing information in the top 5 languages of the catchment</p>
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		<p>area. This information will be disseminated through project staff, but also through the partner Network and any affiliates. We want to bring the message of this continuum of care to every single neighborhood in Denver and to also customize messages accordingly. We also want to equip other nonprofits and partners across the board that might not be a subcontractor with something tangible to share with their clientele. This type of outreach is proven to build efficacy and trust between the community and a new project or venture. Through transparency and multiple points of entry, community members feel invited and have real or perceived barriers removed for them (aka, low-barrier approach as an evidence-based practice in marketing). This approach will not supplant any existing efforts, but rather compliment them.</p>
Bus Ads (Outdoor Promotions)	25,000.00	<p>Targeted bus advertisements will be placed in both Spanish and English in City Districts that have the highest utilization of STAR services. STAR contact information will be provided on the bus ads. Outdoor Promotions will offer multiple ads for the span of one year in these neighborhoods at a significant discount due to our relationship with this company.</p>
<i>Supplies, Equipment, Marketing, and other project-necessities Subtotal</i>	333,052.84	
Subrecipient Agreements	1,000,000.00	<p>To-be-determined subcontracts with providers across the City of Denver that will add value and scale to the Servicios STAR program. These subcontractors will be developed</p>



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		<p>within the project planning period and will be assigned specific scopes of work under subrecipient agreements.</p> <p>To-be-determined on which subcontractors will execute agreements and reimbursables directly with Servicios versus the City of Denver per the planning period.</p> <p>At minimum, subcontractors must be organizations in Good Standing with the Colorado Secretary of State’s office, must not be on the federal debarment list, must commit to principles and practices of justice/equity/diversity/inclusion, are not involved in lobbying as defined by federal standards, and must be willing to disclose all records related to the Servicios STAR project at any time upon request for spot monitoring.</p> <p>All subrecipients must meet statement of work standards and provide all applicable backup to be eligible for expense reimbursement. Subrecipient reimbursement schedules are to-be-determined based upon the currently to-be-determined reimbursement schedule between Servicios and the City of Denver.</p>
Direct Costs	2,090,909.09	
Indirect Costs	209,090.91	10% of Direct Costs; we are also including the direct cost of insurance expansion for project (to include additional site insurance to to-be-determined lease) here.



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TOTAL	2,300,000.00	
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