

## **FY 2018-2019 PUBLIC SERVICES FUNDING APPLICATION**

<b>Date Submitted by Applicant:</b>	Click here to enter text.
<b>Date Received by City:</b>	2-15-18 14:27 P.M.

### **APPLICANT INFORMATION**

<b>Organization/Agency Name:</b> Broward Partnership for the Homeless, Inc.									
<b>Funding Requested:</b> \$50,000	<b>Number of Clients To Be Served:</b> 1,000								
<b><u>Select One</u> Public Service Activity / Category Name Below:</b> <table border="0"><tr><td><input type="checkbox"/> Economic Empowerment/Development Program</td><td><input type="checkbox"/> Health Care and Substance Abuse Program</td></tr><tr><td><input type="checkbox"/> Education Program (<i>including childcare and the like</i>)</td><td><input type="checkbox"/> Recreation Program</td></tr><tr><td><input checked="" type="checkbox"/> Emergency Food and Shelter Program</td><td><input type="checkbox"/> Other (Identify the Activity / Service: Click here to enter text.</td></tr><tr><td><input type="checkbox"/> Grassroots Community Projects in Eligible Neighborhoods</td><td></td></tr></table>		<input type="checkbox"/> Economic Empowerment/Development Program	<input type="checkbox"/> Health Care and Substance Abuse Program	<input type="checkbox"/> Education Program ( <i>including childcare and the like</i> )	<input type="checkbox"/> Recreation Program	<input checked="" type="checkbox"/> Emergency Food and Shelter Program	<input type="checkbox"/> Other (Identify the Activity / Service: Click here to enter text.	<input type="checkbox"/> Grassroots Community Projects in Eligible Neighborhoods	
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<b><u>Select one</u> HUD National Objective below:</b> <table border="0"><tr><td><input checked="" type="checkbox"/> Benefit to low- and moderate- income (LMI) persons</td></tr><tr><td><input type="checkbox"/> Aid in the prevention or elimination of slums or blight</td></tr><tr><td><input type="checkbox"/> Urgent Need</td></tr></table>		<input checked="" type="checkbox"/> Benefit to low- and moderate- income (LMI) persons	<input type="checkbox"/> Aid in the prevention or elimination of slums or blight	<input type="checkbox"/> Urgent Need					
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<input type="checkbox"/> Urgent Need									
<b>Address Where Public Service Activity To Be Administered:</b> 920 NW 7 <sup>th</sup> Ave., Ft. Laud., FL 33311									
<b>Primary Contact Person:</b> Tom Campbell	<b>Title:</b> Chief Operating Officer								
<b>Agency Address:</b> 920 Northwest 7 <sup>th</sup> Avenue	<b>City:</b> Fort Lauderdale <b>Zip Code:</b> 33311								
<b>Phone #:</b> (954) 779-3990 <b>Fax #:</b> (954) 779-7349	<b>E-mail:</b> tcampbell@bphi.org								
<b>Printed Name of Authorized Official Signing:</b> Frances M. Esposito									
<b>Title of Authorized Official Signing:</b> Chief Executive Officer									
<b>Employer Identification Number (EIN):</b> 65-0777033	<b>Dun &amp; Bradstreet Number (DUNS)<sup>1</sup>:</b> 025654083								
<b>CENTRAL CONTRACTOR REGISTRATION (CCR)<sup>2</sup> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</b>									

<sup>1</sup> All recipients who are awarded federal funding must have a DUNS Number. To request a DUNS Number, access: <http://mycredit.dnb.com/establish-your-business/>

<sup>2</sup> All recipients who are awarded federal funding must be registered on the CCR website prior to receiving a grant. Once a DUNS Number has been obtained you must register at <https://www.sam.gov/portal/public/SAM/#1>

**PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.**

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**Attachment A1: IRS Letter confirming the Non-Profit Organization tax exempt status**

**Attachment A2: Articles of Incorporation**

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**Attachment A4: Occupational License (if required by the City, County, State or Federal Government)**

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**Attachment A6: Board of Director Resolution or agency lettered authorizing the submission of the CDBG application**

**Attachment A7: Proof of project address (deed, lease, etc.)**

**Attachment A8: Signed W9 form**

**Attachment A9: Vendor Central Contractor Registration (CCR) Verification**

**Attachment A10: IRS 990**

**Attachment B1: A list of the agency's Board of Directors**

**Attachment B2: Audited Financial Statements for the past 2 years (if applicable for your agency. If not applicable, an explanation is required.**

**Attachment B3: A copy of the most recent agency audit / monitoring report (if applicable). If not applicable, an explanation is required**

**Attachment B4: Organizational Chart**

**Attachment B5: Resumes of key staff involved in the administration of the CDBG grant award**

**Attachment B6: Conflict of Interest Statement**

**Attachment B7: Evidence of current funding commitment/funding match from other funding sources**

**Attachment B8: Evidence of sufficient funding to carry out project, if awarded by the City (e.g. current bank / investment statement)**

**Attachment B9: If applicable, attach homeless statistical data**

**Attachment B10: If applicable, Instructor Certificates, Approved Curriculum.**

## **Section #1: EXECUTIVE SUMMARY** (limit 2000 characters)

**Include a project overview of the services to be provided and the planned recipients (target population(s)) of the service (*i.e. youth, homeless, disabled, etc.*).**

The Broward Partnership respectfully requests \$50,000 to cover costs associated with providing meals and transportation services for the target population – individuals and families experiencing homelessness who are residing at the Central Homeless Assistance Center (CHAC) in Fort Lauderdale. This request includes \$35,000 towards the provision of three nutritious meals per day, seven days per week, for the men, women, and children residing at the shelter, as well as \$15,000 to cover costs associated with the purchase of bus passes for participants who have no other means of transportation to attend to various life needs, such as job interviews, employment, medical and legal appointments, and searching for housing opportunities within the community.

The CHAC is a 57,000 square foot, 230-bed emergency shelter situated on 2.7 acres on Sunrise Boulevard and NW 7th Avenue near downtown Fort Lauderdale. The CHAC serves approximately 1,200 unduplicated individuals experiencing homelessness (defined as HUD Low Income) each year, including men, women, and children. The program is available for all persons experiencing homelessness in Broward County, Florida, although the majority of participants have experienced homelessness in the City of Fort Lauderdale within a two-mile radius of the center. The program provides short-term housing and supportive services, including meals, clothing, case management, job development, housing search assistance, access to transportation, and primary health, oral health, and behavioral health care. The average length of stay is approximately 60 days for individuals and 90 days for families with children.

## Section #2: **STATEMENT OF NEED** (limit 6000 characters)

Describe the Fort Lauderdale community's need for your project. Include information on the history and severity of the need in this city and, if applicable previous successful or unsuccessful attempts to meet these needs. Provide specifics regarding the demographics of the population to be served including the number of people experiencing this need and their location. **NOTE: If you are targeting the homeless population, please attach data that deals with homeless statistics in Fort Lauderdale, crime rate for applicants providing those types of services, drop-out rate, pregnancy rate should be placed as attachment B9.**

The target population for this project is persons experiencing homelessness in the City of Fort Lauderdale. According to the point-in-time census and survey conducted in January 2017 by the Broward Regional Health Planning Council and Broward County Homeless Initiative Partnership, there were 2,450 individuals and family members experiencing homelessness in Broward County on that particular day. This total included 1,094 individuals and 386 families living in emergency shelters, , transitional facilities and safe havens, and 929 unsheltered individuals and 27 families living on the streets, in cars, or in other places not meant for human habitation. In the City of Fort Lauderdale specifically, the point in time count revealed that there were a total of 452 unsheltered individuals, representing 51% of Broward County's total unsheltered population. The need for crisis and emergency shelter services has continued to grow in Broward County, due largely to a documentable shortage of affordable housing options, as well as barriers such as unemployment, underemployment, lack of childcare, mental health or substance abuse issues, and medical and physical issues. Additional information regarding the point in time count is included as Attachment B9a.

According to the City of Fort Lauderdale's 2017 Community Survey, presented by the ETC Institute, 75% of respondents considered homelessness to be a major problem. Additional results of the survey include:

- How often respondents observed homeless people in the following Fort Lauderdale areas:
  - Downtown: 81%
  - Parks: 69%
  - Commercial areas: 56%
  - Other areas: 56%
  - Beaches: 55%
  - Neighborhood where they live: 52%
- Support for the City doing the following to address homelessness:
  - Providing grants to non-profit organizations who provide services to the homeless in Ft. Lauderdale: 52%
  - Developing new (and/or expanding existing) homeless shelters in Fort Lauderdale: 46%

A copy of the Community Survey is included as Attachment B9b.

Since April 2016, the CHAC has received inquiries from more than 600 families seeking emergency shelter, all of which originated within the central Broward County and greater Fort Lauderdale area. At the time of this application there were more than 260 homeless families with children on the County's family crisis shelter wait list. For families experiencing homelessness, episodes of homelessness greatly increase the likelihood that families will separate or dissolve. This negative outcome is exacerbated by the fact that most of these families are led by new or young mothers who recently suffered a dramatic life-changing event, such as the loss of a partner, loss of employment, or a catastrophic health issue. Families living on the



streets can also include infants, children with disabilities, pregnant women, as well as two-parent families. Every homeless family struggles to maintain normalcy and is at a very high risk for instability, which can affect the health, well-being and development of the children.

From a public health perspective, conditions such as diabetes, hypertension, asthma, COPD, diseases of the liver or kidneys, oral diseases, substance abuse and mental health disorders are more prevalent and typically more severe among those experiencing homelessness, in addition to trauma, injuries and physical ailments. Persons experiencing homelessness are also often seen with cognitive impairments associated with traumatic brain injury, mental illness, chronic substance abuse, infection, strokes or developmental disabilities which make it difficult to access and manage treatment on their own. The complexity of the health and social status of persons who are poor and homeless presents a multitude of issues that require creative solutions. Because persons experiencing homelessness often relegate health care to a lower priority before the basic human needs for food, clothing, and shelter, easily treatable conditions quickly become exacerbated. As a result, persons experiencing homelessness often seek treatment for complex problems in emergency rooms, putting additional strain on the County's overburdened system.

### **Section #3: PROGRAM DESCRIPTION** (limit of 6000 characters)

**Describe how the proposed project will address the need as stated on previous page and identify how input and support has been obtained from the impacted community. If other agencies are currently providing a service to address this need, explain how your approach or program will improve or expand the provision of services.**

In 1997, the Broward Partnership was charged by the Broward County Commission with raising the initial funds for, constructing and subsequently operating a new emergency homeless shelter to replace the "Tent City" homeless encampment, where approximately 400 individuals had been living for more than five years. Two years later, the Partnership opened the Center, a 57,000 sq. foot facility situated on 2.3 acres near downtown Fort Lauderdale. Since that day, the Partnership has provided shelter, food, supportive services, and housing placement to more than 24,000 individuals and families experiencing homelessness.

Every client is assigned to a case manager and develops a solutions-focused service plan incorporating the client's personal goals. Case managers arrange, coordinate, monitor, support, evaluate and advocate for the clients, using evidenced-based, therapeutic practices such as Motivational Interviewing, to strengthen an individual's motivation for and movement toward a specific goal within an atmosphere of acceptance and compassion. The overarching goal is to optimize clients' functioning by enhancing developmental, problem-solving and coping capacities while providing resources and linking participants with needed services such as the Homeless Education Program, food stamps, TANF, Social Security Income/Social Security Disability Income and Medicaid eligibility workers, long-term health care, and legal aid services to help them overcome their homelessness.

Internal services offered by the Partnership include:

- Food Services - provides three nutritious meals per day for as many as 1,400 unique individuals throughout the year. The Center may serve 400 additional individuals each year during cold weather emergencies when it opens additional emergency overnight capacity for people living on the streets.
- Workforce development – vocational assistance, training/education, mentoring, job search assistance, and referrals for job placement
- Healthcare services – primary care and dental care
- Behavioral health services – diagnosis, treatment, prevention, intervention and treatment for substance abuse, mental health, and co-occurring disorders
- Family services – individual, couples and family therapy, family enrichment activities, training to develop parenting skills and coping techniques, access to child care, transportation of children to their school of origin
- Referrals to external services provided by CoC partner members, such as Broward Behavioral Health Coalition, Broward Health, and other community partners

The Partnership participates with numerous other agencies within the CoC. The Center coordinates the placement of all individuals into the shelter through the TaskForce outreach teams and the placement of families through the Homeless Helpline. The Partnership is active with the Broward Behavioral Health Coalition and makes regular referrals for substance abuse and mental health treatment services to agencies such as Broward Addiction Recovery Center, Henderson Behavioral Health, and Susan B. Anthony Recovery Center. The Partnership actively works with other housing providers in the CoC, including Hope

South Florida, United Way's Mission United for Veterans, Broward Housing Solutions, and Broward County Housing Authority. All clients are referred to Broward Health's Healthcare for the Homeless program. Staff maintains active roles on various CoC committees, and the Chief Operating Officer holds a seat on the CoC Advisory Board to the Board of County Commissioners. The Chief Development Officer is the Chair of the Broward County Housing Authority Board of Commissioners.

### **PROGRAM DESCRIPTION CHART**

<b>GOAL</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>	<b>TIMELINE</b>	<b>MEASURABLE OUTCOME</b>
To improve clients' self sufficiency	Clients will develop a service plan in partnership with their case manager.	Clients meet regularly with case manager and other supportive staff. Clients participate in activities on and off campus	Ongoing from start of project period – 60 day average stay for individuals and 90-day average stay for families	At least 80% of clients who are identified as head of household will achieve at least one (1) goal as indicated on his/her individual service plan.
To improve clients' self sufficiency	Clients will transition to a stable housing situation.	Clients meet regularly with case manager and other supportive staff. Clients participate in activities on and off campus	Ongoing from start of project period – 60 day average stay for individuals and 90-day average stay for families	At least 35% of unduplicated clients will exit to stable housing
To increase access to transportation	Clients have access to bus passes.	Clients will receive assistance to travel to jobs, interviews, community service providers and medical appointments	Ongoing from start of project period.	At least 50% of clients will receive a bus pass for travel to employment activities (job; job search; job interview); medical appointments; legal obligations; housing search and other service plan oriented appointments.

## **EVALUATION**

For each goal listed in the Program Description Chart and using the chart below detail how you will evaluate the effectiveness of the program including how you will measure the achievement of the planned outcomes, and how and when you will report the program outcomes to the grantor.

<b>GOAL</b>	<b>EVALUATION METHOD</b>	<b>COMPLETION DATE</b>	<b>REPORTING MECHANISM</b>
To improve clients' self-sufficiency	Initial intake assessment, Integrated Treatment and Community Service Plan (ITCSP), and weekly case management meetings	Prior to discharge	Initial assessments are completed at intake. The ITCSP is developed within seven (7) days of admission and established individualized goals. Progress is reviewed by a Treatment Team and the case manager completes updates and modifications. Monthly reporting is entered into the Homeless Management Information System (HMIS) and the AWARDS electronic health records system.
To increase access to transportation	Strengths and needs identified via an assessment and development of ITCSP	Within seven (7) days of admission and as need identified	Initial assessments are completed at intake; bus pass logs are maintained by staff and reflect the date, the client's name, the purpose for the bus pass, along with the client's signature, acknowledging the receipt of the bus pass

## **Section #4: PROJECT BENEFIT** (limit of 6000 characters)

**Using data and research explain how the project is expected to result in long term as well as short-term benefit. Include both an overview of the scope of services to be provided as well as specific information as to the goals, objectives, activities, timelines and measurable outcomes for the project, using the chart below.**

Homeless shelters provide individuals and families experiencing homelessness with safety and protection from exposure to the weather while simultaneously providing for basic human needs and reducing the environmental impact on the community. Meeting basic needs – shelter and food – happens for every client as part of admission. In fiscal year 2016-17, the Broward Partnership served over 97,000 nutritious meals, including 3 regularly scheduled meals served in the dining room, as well as bagged lunches and boxed dinners for clients who are not on campus during the regularly scheduled meals. A weekly menu is posted throughout the Center detailing the meals to be served and the service times. With a daily capacity of 230 individuals, effort is made to serve meals that are nutritious and take into consideration various dietary and religious preferences and medical considerations. The Center maintains a daily meal log book signed by all clients who receive a meal.

Bus passes are provided to clients who have no means of transportation who are employed or who are seeking employment, to attend work or job interviews, as well as to attend medical appointments, legal and court appointments, housing search, or other appointments as needed in efforts to regain self-sufficiency. Bus passes are issued to clients by case managers, who monitor each client's progress towards their individualized service plans on at least a weekly basis. Clients who are actively engaging in job search activities are issued 7-day passes, which are re-distributed on a weekly basis upon meeting with the case manager and determining progress towards the client's employment plan outcomes. Similarly, case managers distribute single-ride and 1-day passes to clients who have appointments for other supportive activities, such as medical appointments, legal and court appointments, and housing search. The case management department oversees the distribution and tracking of all bus passes. In fiscal year 2016-2017, 4,209 1-ride bus passes and 1,362 7-day bus passes were distributed to clients, facilitating travel to and from jobs and job interviews, school and other training opportunities, as well as medical and other supportive services appointments. In the same period, 287 clients that obtained verifiable employment received a 31-day bus pass, ensuring transportation to assist in maintaining their employment.

Funding will ensure 100% of clients admitted to the Center receive three (3) nutritious meals on a daily basis and that all clients have access to transportation to attend to various life needs, such as job interviews, employment, medical and legal appointments, and searching for housing opportunities within the community.

The project's goals, objectives, activities, timelines, and measurable outcomes are detailed in the Program Description Chart, and the evaluation plan is included in the Evaluation Chart. The Partnership's programs benefit from a robust Quality Assurance (QA) Program, which monitors progress towards a host of performance indicators. The QA Committee meets on a monthly basis to review indicators, identify areas of concern, and implement process improvements. The QA plan identifies "outcome requirements" as one of nine key indicators that are reviewed by the QA Committee on an ongoing basis. This indicator specifically reviews all of the agency's outcomes that are required by funders and external agencies. Results from the QA process are reported in a dashboard format to the full Board by the Board's Program Services Committee on a monthly basis. This information is used to inform the Board and allows it to provide guidance at a high-level to improve the delivery of services offered by the agency.

## **Section #5: AGENCY INFORMATION AND MANAGEMENT**

### **CAPACITY (limit of 7500 characters)**

Describe the history and current status of the applicant agency, specifically providing information which demonstrates the agency's ability to successfully implement the program, including, if applicable, data from previous year's funded grant. Include information as to whether the proposer operates in other cities, counties and/or states. Using the chart on the next page, *(add additional rows as needed)* identify the key agency personnel; identify their responsibilities in the project and key prior experience implementing similar projects. (Note: *If funding will be used to hire staff, indicate such in the staff column and complete all but the last column*) Note – **Resumes of Program Administrator(s) and Chief Financial Officer are required in Attachment B5.**

The Partnership was founded in 1997 as the result of a strategic private/public alliance that brought together members of the corporate community, local political leadership, public service agencies, individual philanthropists and concerned citizens to address the burgeoning problem of homelessness in Broward County. The Partnership was charged by the Broward County Board of Commissioners with the task of raising the initial funds, overseeing construction, and subsequently operating a new emergency homeless shelter to replace the "Tent City" homeless encampment, where approximately 400 individuals were living in deplorable conditions under makeshift tents provided by the City of Fort Lauderdale. On February 1, 1999, the Partnership opened the Central Homeless Assistance Center/Huizenga Campus (Center), a 57,000 square foot, 200-bed emergency shelter located in the City of Fort Lauderdale. Within three weeks of opening, the Partnership processed all of the Tent City residents who sought shelter at the Center or found alternative shelter for individuals who elected not to take advantage of its services. In 2014, the Partnership completed and dedicated a renovation of its existing campus to provide an additional 30 beds for women and children, the first facility expansion in its history. This important milestone brought overall capacity to 230 beds. More importantly, the expansion enabled the Partnership to get even more families, one of the fastest growing and most vulnerable populations of those experiencing homelessness, off the streets and assist them in transitioning to safe, stable housing.

Since opening its doors in 1999, the Partnership has served more than 24,000 individuals and families experiencing homelessness through its comprehensive array of solution-focused services that address the problems that lead to homelessness. In addition to emergency shelter, meals, clothing and case management, the Partnership offers access to primary medical and dental care, mental health counseling, psychiatric services, substance abuse prevention, intervention and treatment, job search and placement services, parenting education, support groups and family therapy, and ancillary services as needed to assist those experiencing homelessness in acquire stable housing and self-sufficiency within a limited time-frame. The success rate for the 2016-2017 fiscal year is 49% for individuals and 83% for families, which refers to the number of clients who achieve stable housing.

Funding for the operation of the Center through Broward County's Homeless Initiative Partnership has been renewed annually since the program's inception. The Partnership has successfully operated and administered twelve Broward County Emergency Solutions Grants, formerly known as Emergency Shelter Grants. There were no negative financial or program findings identified during annual County monitoring activities. The agency has also successfully administered 14 City of Fort Lauderdale Emergency Shelter Grants (ESG), and six (6) Community Development Block grants. There were no negative financial or program findings identified during the City of Fort Lauderdale's monitoring activities. The Broward Partnership completed its FY16 financial audit with no findings.

The Broward Partnership's Chief Executive Officer has headed the agency since 1998 and has more than 25 years of high-level executive management experience in the creation, development, re-engineering and administration of multi-million dollar human service organizations dedicated to delivering comprehensive services to those experiencing homelessness. The Chief Operating Officer has served as a non-profit executive for 10 years and has extensive experience in operations management, program development, and evaluation. The Chief Financial Officer has over twenty (20) years' experience in the administration of private and governmental funding. The Director of Operations and Compliance holds a Master's Degree in Urban Studies and a Bachelor's Degree in Political Science and Social Science and has more than 12 years' experience in public procurement, policy and program development, and compliance.



## **AGENCY INFORMATION AND MANAGEMENT CAPACITY CHART**

<b>AGENCY STAFF</b>	<b>TITLE</b>	<b>PROJECT RESPONSIBILITIES</b>	<b>PRIOR EXPERIENCE</b>
Frances M. Esposito	Chief Executive Officer	The CEO is responsible for the implementation of all policy decisions and initiatives as directed by the Board of Directors. The CEO supports the operation and administration of Board and its Committee structure by advising and informing the membership and by interfacing between Board and staff.	<p>More than twenty-five (25) years of experience in the administration of private and governmental funding:</p> <ul style="list-style-type: none"> <li>Federal funding: Department of Housing and Urban Development (HUD); Special Purpose Construction Grants - HUD; Department of Health and Human Services; Bureau of Primary Health Care - Health Care for the Homeless (330/340 awards/Federally Qualified Health Care Centers [FQHC]); Special Purpose Disaster Relief Grants; and National Emergency Food and Shelter Program (EFSP);</li> <li>State and local funding: Community Development Block Grants (CDBG); Emergency Shelter Grants (ESG); FEMA; Shelter Plus Care; and Dept. of Children and Families (DCF)</li> </ul>
Tom Campbell	Chief Operating Officer	The COO is responsible for facilitating the daily operations of the Broward Partnership. These operations include, but are not limited to, oversight of Healthcare Services, Program Services, Housing Services, QA/QI Program, Contract Management, Information Technology, Risk Management and Facility Operations along with departmental policies and procedures compliance and maintenance of accountability systems.	<p>More than eighteen (18) years of experience in the administration of private and governmental funding:</p> <ul style="list-style-type: none"> <li>Federal funding: U.S. Department of Housing and Urban Development (HUD); U.S. Department of Health and Human Services; Bureau of Primary Health Care - Health Care for the Homeless 330(h) and Substance Abuse and Mental Health Services Administration (SAMHSA); National Emergency Food and Shelter Program (EFSP); and U.S. Department of Education, State and local funding: Community Development Block Grants (CDBG); Emergency Solutions Grants (ESG); FEMA; Dept. of Children and Families (DCF); Florida Department of Education; Florida Department of Environmental Protection; and Miami-Dade County Homeless Trust</li> </ul>

<b>AGENCY STAFF</b>	<b>TITLE</b>	<b>PROJECT RESPONSIBILITIES</b>	<b>PRIOR EXPERIENCE</b>
Leisha Austin	Chief Financial Officer	The CFO provides accountability and direction of all financial activities and accounting functions. Oversees financial management procedures and systems; manages annual budget process in close connection with executive staff; prepares annual budget for CEO and others as assigned for presentation to Board of Directors. In conjunction with the CEO, the CFO is responsible for all aspects of financial reporting and oversees financial management of the organization.	Over twenty (20) years' experience in the administration of private and governmental funding: <ul style="list-style-type: none"> <li>- Federal funding: Department of Housing and Urban Development (HUD); and National Emergency Food and Shelter Program (EFSP);</li> <li>- State and local funding: Community Development Block Grants (CDBG); Emergency Shelter Grants (ESG); FEMA; and Dept. of Children and Families (DCF)</li> </ul>
Julie Lauder	Director of Operations & Compliance	The Director of Operations & Compliance is responsible for assisting the Chief Operating Officer (COO) in the coordination and monitoring of the following areas: procurement and inventory, data quality management, operational contract management, commercial insurance management, QA/QI, emergency management, and fund administration.	Over 15 years of experience developing competitive solicitations, social service programs, and proposals for public funds. Developed policies and procedures in procurement, contract management, credentialing, and compliance monitoring. Developed and facilitated procurement and contract management training programs and extensive experience managing federal and State of Florida public funds.

## **Section #6: FINANCIAL INFORMATION**

### **PLEASE ANSWER QUESTIONS A, B, C, D, E, F, G and H**

- A. Describe the current financial stability of the agency and the systems, which are currently in place or will be put in place to monitor the use of, grant funds (limit 2000 characters)**

The Broward Partnership's Audited Financial Statements for the Year End September 30, 2017 reflect no concerns and the current financial stability is good. The ratio of assets vs. liabilities is sixteen to one operationally. Cash reserves are maintained for operational shortfalls. The Partnership operates on a board-approved annual budget and reports monthly to the Board on an actual vs. budget comparison. This budget includes all program budgets, and each program is monitored by line-item to ensure compliance. The agency's financial statements have been independently audited on an annual basis since operations began in 1999 with no material weaknesses noted regarding internal controls over financial reporting and operation.

- B. What is your agency's annual revenue for the current fiscal year? (limit 15 characters)**

\$6,536,721

- C. How much of that funding is being dedicated to this public service project? (limit 15 characters)**

Approximately 7%

- D. What other goods and services (in kind) will be leveraged for this public service project? (limit 2000 characters)**

The Partnership will leverage approximately \$394,150 in services to provide meals and bus passes to clients at the Center.

- E. Is this is a continuation grant?**

No. The Partnership has not received CDBG funding from the City of Fort Lauderdale since September 30, 2017. The Partnership was not eligible to apply for the 2017-18 fiscal year because three consecutive awards had been made in 2014-15, 2015-16, and 2016-17.

- F. Identify previous funding sources (*including CDBG*), and anticipated additional and/or matching fund sources needed to implement the project. If you are a past CDBG recipient, please include the outcomes from the last two (2) years you received CDBG funding, including the outcomes of the performance indicators. (Limit 7500)**

Previous funding sources include:

- Broward County Government – operation of the Center;
- City of Fort Lauderdale – CDBG (2009-2012 and 2013-2017); Emergency Shelter Grant (ESG) (1998–2013);
- Florida Department of Children and Families – ESG (2014-2015 and 2015-2016);
- Manne Family Foundation – Workforce Development/Job Retention Program (2005-present);

- and
- Various private foundation funding and contributions.

Outcomes under the previous two fiscal years and, respectively, were attained as follows:

2015-2016:

- #1: A minimum of 90% of participants identified as head of household will achieve at least one (1) case plan goal related to a barrier by targeted date: 90%
- #2: A minimum of 65% of unduplicated participants will exit to a HUD-defined positive destination when leaving the shelter: 50%
- #3: A minimum of 85% of participants served will receive a minimum of one (1) 7 Day incentive bus pass: 89%
- #4: A minimum of 90% of participants who obtain verifiable employment will receive one (1) 31 Day incentive bus pass: 99%

2016-2017

- #1: At least 80% of clients who are identified as head of household will achieve at least one (1) case plan goal as indicated on the individual service plan: 80%
- #2: at least 50% of the unduplicated clients will exit to stable housing when leaving the shelter: 49%
- #3: At least 50% of clients will receive a bus pass for travel to employment activities; medical appointments; legal obligations; housing search and other service plan oriented appointments: 64%
- #4: At least 90% of clients who obtain verifiable employment will receive one (1) 31 Day incentive bus pass to ensure transportation/maintain employment: 100%

**G. Describe how this project can be sustained in subsequent years if CDBG funds are not allocated. If you are not funded this year for the entire amount requested, would the project still proceed? Where will you get the funds? Will the project be modified in any way, and if so, how? (limit 3500 characters)**

The award of CDBG funds to support costs associated with the delivery of meals and issuance of bus passes is critical to the Broward Partnership and the clients it serves. If funds are not awarded, although the project will continue to operate through other funding sources, fewer clients will be able to benefit as a result. The Partnership's Resource Development division utilizes a wide variety of fundraising methods, including grants, solicitations to individuals and corporations, special events, and planned giving, to secure additional funding to ensure the sustainability of the program. To maximize resources and donations while minimizing cost, the Partnership works collaboratively with various vendors to secure donated or discounted food, supplies, bus passes and in-kind professional services. In the event of budget shortfalls, some services and program components that have demonstrated success in helping those experiencing homelessness achieve stable housing and self-sufficiency may temporarily be reduced or eliminated.

**H. Describe briefly how grant funds will be allocated to support the goals identified in the grant application. If grant funding will be used to support the organization's infrastructure, explain how existing organizational funds will be reallocated for the project. (Limit 3500 characters)**

Upon receipt of an award, grant funds will be allocated to the purchase of food and bus passes within the agency's chart of accounts under a specific grant profit and loss statement. Invoices for the purchase of food and bus passes are expensed under the grant profit and loss statement.

CDBG funding in the amount of \$35,000 for food will support approximately 7,700 meals for Participants in shelter. Funding in the amount of \$15,000 for bus passes will cover approximately 50% of the agency's bus pass expense

- I. Identify specific budget items to support the project, including those using current organizational funds. Include all personnel (Salary and Benefits) and major capital expenses. (Limit 3500 characters).**

Agency Budget Summary	
Salary & Benefits:	\$4,045,844
Client Support and Supplies:	\$1,348,035
Contractual Services:	\$363,940
Professional Services:	\$106,978
Occupancy:	\$476,141
Insurance:	\$73,800
G&A:	\$84,319
Resource Development:	\$32,465
Total:	\$6,531,522

- J. CDBG is a reimbursement program. Historically, agencies who are awarded CDBG funding may not receive the October, November, and Decembers reimbursement checks until January. What capacity does your agency have in place to cover the cost associated with the implementation of the program? (Limit 3500 characters)**

Funding for the Center's core operations was secured in 1998 through Broward County's Homeless Initiative Partnership has been renewed annually since that time. The services for which CDBG funds are requested will be supported prior to reimbursement of the grant by public or private funds. The agency carries a sufficient cash balance in order to maintain all monthly operational costs, and the agency maintains an open line of credit with its financial institution. The Partnership's Resource Development Department is charged with the task of securing additional funding to ensure the continuation of essential services that are not covered under existing grants and contracts.

## Section #6: BUDGET SHEETS

### PUBLIC SERVICES BUDGET SUMMARY SHEET

<b>ORGANIZATION:</b>	Broward Partnership for the Homeless, Inc.				
<b>NAME OF PROJECT:</b>	Emergency Shelter Services and Operations				
<b>NUMBER OF CLIENTS TO BE SERVED:</b>	1,000				
<b>FUNDING YEAR</b>	2018-2019				
<b>Date Submitted</b>	02/15/2018				

Category Number	Category Breakdown	CDBG Funds	Other Grants	Other Funding Sources	Total Funds
1	Food	\$35,000	\$393,150	Broward County HIP Section, Private Donations	\$428,150
2	Transportation	\$15,000	10,000	Broward County HIP, Broward County Housing Finance Community Redevelopment Department, Private Donations	\$25,000
3					
4					
5					
6					
7					
8					
9					
10					
	<b>Total CDBG Funds</b>	<b>\$50,000</b>			
	<b>Other Grant Funds</b>		<b>\$403,150</b>		
	<b>Grand Total</b>				<b>\$453,150</b>

**\*PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.**

## Section #6: PUBLIC SERVICES BUDGET ITEMIZATION SHEET

<b>ORGANIZATION:</b>	Broward Partnership for the Homeless, Inc.
<b>NAME OF PROJECT:</b>	Emergency Shelter Services and Operations

Category Number	<u>Category Breakdown</u>  <b><u>PLEASE PROVIDE A DETAILED DESCRIPTION FOR EACH BUDGET CATEGORY YOU ARE REQUESTING CDBG FUNDS FOR ELIGIBILITY REVIEW BY STAFF</u></b>	<u>Category Amount</u>	
		CDBG Funds	Other Funds
1	Food for client meals	\$35,000	\$393,150
2	Transportation - client bus passes	15,000	10,000

**\*PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.**

## **Section #7: Performance Indicators**

**Performance Indicators are used to track the impact of the program on those who receive the public service projects. Please provide a minimum of 3 and a maximum of 5 performance indicators that your agency proposes to track if awarded CDBG funding. If you are a previous CDBG recipient, please show the comparison of the previous performance indicators used?**

**Performance indicators should focus on measuring the impact of the program on participants and/or how are the participants better now that the program was implemented.**

### **Example:**

1. At least 90% of Fort Lauderdale participants who obtain verifiable employment will receive one (1) 31 day bus pass to ensure transportation/maintain employment.
2. 85% of elderly individuals and caregivers will report an improvement in their home environment, their nutritional condition or feel less lonely as a result of weekly visits by a senior companion.
3. 85% of parents attending the 10 week Parent Education Program will show improvement and remain outside the at-risk range on positive parenting beliefs and expectations measured through the AAPI-2 Assessment.

### **Performance Indicator 1**

At least 80% of clients who are identified as head of household will achieve at least one (1) case plan goal as indicated on the individual service plan.

### **Performance Indicator 2**

At least 35% of unduplicated clients will exit to stable housing.

### **Performance Indicator 3**

At least 50% of clients will receive a bus pass for travel to employment activities (job; job search; job interview); medical appointments; legal obligations; housing search and other service plan oriented appointments.



## Section #7: PUBLIC SERVICES PROGRAM IMPLEMENTATION SCHEDULE

<b>ORGANIZATION:</b>	Broward Partnership for the Homeless, Inc.
<b>NAME OF PROJECT:</b>	Emergency Shelter Services and Operations

IMPLEMENTATION STEPS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Purchase of food for client meals			X			X						
Purchase of bus passes for client transportation			X			X						

## Section #8: APPLICANT CERTIFICATION

If this application is approved for funding, the organization agrees to comply with all required federal laws and regulations. The organization confirms that it is fully capable of fulfilling the obligations as stated in this proposal and in any attachments or documents included with this application.

By applying for this CDBG grant, applicant affirms they currently, or by the time of award, possess knowledge and understanding of the following:

1. Proficient administration of the program in full compliance with all Federal, State and local regulations and guidelines.
2. CDBG National Objectives and Eligible Activities.
3. Playing by the Rules: A Handbook for CDBG Sub recipients – We encourage you to download a copy from the HUD website at:  
<http://www.hud.gov/offices/cpd/communitydevelopment/library/subrecipient/playing/total.pdf>

As a duly authorized representative of this organization, I submit this application affirming the organization has the financial capacity to cover the cost associated with the implementation of the CDBG program for up to 120 days. Additionally, I submit this application to the City of Fort Lauderdale's Housing and Community Development Division and verify that the information herein is true, accurate and complete.

**PENALTY FOR FALSE OR FRADULENT STATEMENT:** U.S. Code Title 18. Section 1001, provides that a fine up to \$10,000 or imprisonment for a period not to exceed 5 years, or both, shall be the penalty for willful misrepresentation and the making of false statement, knowing same to be false.

**Name of Organization:** Broward Partnership for the Homeless

**Signature:**

  
Frances M. Esposito

**Title:** Chief Executive Officer

**Date:** 2/15/18

ORDINANCE NO. C-12-03

AN ORDINANCE AMENDING ORDINANCE NO. C-97-21, AS AMENDED BY ORDINANCE NO. C-01-45, APPROVING THE USE OF PROPERTY AND A DEVELOPMENT PLAN FOR A HOMELESS ASSISTANCE CENTER LOCATED AT 920 NW 7<sup>th</sup> AVENUE TO REVISE CONDITIONS OF THE DEVELOPMENT ORDER TO PERMIT SERVICES TO CLIENTS OF OTHER HOMELESS PROVIDERS; REVISING THE DATE FOR THE ANNUAL REPORT; DELETING PROVISIONS NO LONGER APPLICABLE AND REVISING OTHER CONDITIONS.

---

WHEREAS, pursuant to Ordinance No. C-97-21 adopted on June 17, 1997, the City Commission approved the use of property and a site plan for a Homeless Assistance Center located at 600 West Sunrise Boulevard (now known as 920 N.W. 7<sup>th</sup> Avenue) and granted relief from the dispersal requirement for a social service residential facility ("Development Order" or "DO") pursuant to Section 47-47 of the Code of Ordinances of the City of Fort Lauderdale ("Code") or the Unified Land Development Regulations ("ULDR"); and

WHEREAS, pursuant to Ordinance No. C-01-45 adopted on October 2, 2001, the City Commission approved an amendment to revise conditions to permit child day care to be provided to children in other programs and to change the time for submitting an annual report; and

WHEREAS, applicant, Broward Partnership for the Homeless, Inc. has submitted an application to amend the conditions of the DO to among other revisions, permit services to clients of other homeless providers, to revise the date for submitting the annual report, deleting provisions no longer applicable and revising other conditions; and

WHEREAS, the City has reviewed the application for amendment to the conditions of the DO; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FORT LAUDERDALE, FLORIDA:

SECTION 1. That SECTION 2. of Ordinance No. C-97-21 adopted on June 17, 1997 as amended by Ordinance No. C-01-45 adopted on October 2, 2001 is hereby amended to read as follows:

SECTION 2. That based on the findings provided in SECTION 1. of this Ordinance, the City Commission hereby approves the Application and the amendment to the conditions as follows:

(a) ~~The site plan shall be subject to final DRC approval.~~

(b)

(a) If the southeast corner of the block is incorporated into the subject facility Center, the use shall be limited to parking, landscaping, and an accessory storage building only, subject to administrative review approval by the City's ~~Planning Division~~ Department of Sustainable Development.

(c)

(b) ~~The lighting shall be provided in the parking area and along the entire exterior perimeter of the building. Lighting shall be provided to illuminate exterior walls and landscape areas such that, which was constructed with an average of 2 foot candles of illumination are displayed throughout the parking lot and along the entire perimeter of the building. or higher; shall be maintained in good operating condition and any new lighting shall be constructed to this standard, unless a higher standard is required by the city building code.~~

(d)

(c) The Center and its services shall be made available first to serve the City of Fort Lauderdale's homeless, with priority placement given to homeless individuals and families within a two (2) mile radius of the Center.

(e)

(d) The Center's operator shall provide twenty-four (24) hour security both inside the facility Center and along its perimeter ~~adjacent to Sunrise Boulevard, N.W. 7<sup>th</sup> Avenue, N.W. 9<sup>th</sup> Street and N.W. 6<sup>th</sup> Avenue~~, at the expense of the Center operator, as deemed adequate in accordance with the most recent security plan approved by the City Manager.

(f)

(e) The Center's operator shall provide a curfew policy which will require residents to be within the Center and non-resident program participants to be off-site between the hours of (not later than) 8:00 p.m. and 7:00 a.m., except for provisions in the policy allowing for education or employment of the residents, or Center scheduled and structured activities, outside of the Center

during these hours as necessary.

~~(g)~~

~~(f)~~ The Center's operator shall provide a complete list of "operational rules" for approval by the City Manager regarding prohibition of alcohol consumption, drug use, and unruly behavior, including an enforcement policy, which shall be available for review by the public during regular business hours.

~~(h)~~

~~(g)~~ The services provided by the Center may include, but not be limited to, case assessment, temporary housing and accessory services (laundry, mail, and phone service), social services, child care, food service, health care, job assistance and training, educational services, and other similar services. Services shall be provided only to residents and program participants only, ~~except child care may be provided to children of parents receiving homeless services from agencies other than the Center that are either located within the City of Fort Lauderdale or receiving funds from the City; or to children who are homeless and are attending a school within the City.~~ As used in this Ordinance program participants shall be defined as current residents of the facility Center, and previous residents who are in transitional housing elsewhere and continue to receive services of from the Center and clients of other homeless providers in Broward County. Program participants shall not include those on a resident waiting list or walk-in clientele. A person shall not become a program participant by walking up to the Center. A referral shall be required prior to being admitted to the Center and all persons referred to the Center shall be transported to the Center.

~~(i)~~

~~(h)~~ The health care referenced in item ~~(h)~~ (g) shall include a quarantine area within the Center for the separation of those persons for which medical necessity dictates such segregated care.

~~(j)~~

~~(i)~~ The Center shall provide a telephone that shall be staffed twenty-four (24) hours a day, seven (7) days a week.

~~(k)~~ ~~The County shall seek legislative support and attempt to obtain funding for the purpose of making improvements and enhancements to Sunrise and Sistrunk Boulevards.~~

~~(h)~~

(i) The Center's operator shall provide the means for program participants to use public transportation or provide transportation services for referrals, appointments, and transfer of Center residents program participants. The Center's policy regarding transportation will not preclude normal pedestrian access and egress to bus stops, nearby employment or other sanctioned activity.

~~(m)~~

(k) The Center's operator shall establish a "no loitering" policy for residents and program participants to prevent loitering on the outside of the premises, and shall post signage indicating said policy within the premises and along all perimeters.

~~(n)~~

(l) The Center shall provide for temporary residential stays only, with the goal to move resident participants into other housing within a period of approximately an average period of sixty (60) days.

~~(o)~~

(m) ~~The Center may provide for temporary emergency shelter for non-residents at the directive of the City Manager for cold weather, severe storms, or other emergencies.~~ The Center may provide temporary emergency shelter for non-residents when: 1) the local overnight temperature forecast by the National Weather Service is 45 degrees F or below; 2) there is a hurricane watch, hurricane or tropical storm; 3) there is an emergency according to Broward County protocols; or 4) approved by the City Manager.

~~(p)~~

(n) The Center shall have trash containers at the entrance to the facility Center and along its perimeter. Handling and disposal of trash from said containers, shall be as specified in a trash maintenance plan approved by the City Manager.

~~(q)~~

~~The center's operator, with the assistance of the City and County, shall arrange for the organization and appointment of a neighborhood advisory committee prior to the Center's opening. The neighborhood advisory committee shall consist of, at a minimum, one (1) representative of the City's~~

~~Police Department, one (1) representative of the City's Planning and Economic Development Department, one (1) representative from each of the City-recognized neighborhood associations within 1,000 feet of the site, and one (1) area business owner representing business interests and one (1) City Commissioner. The advisory committee shall meet as necessary and provide input for incorporation into an annual report as required in condition (r), below.~~

(o) During such times as the City Commission finds the community or the Center's operator would benefit from the input of a neighborhood advisory committee, at the request and assistance of the City Commission, the Center's operator shall arrange for the organization of the committee. The neighborhood advisory committee will consist of the following appointees.

The City Commission may appoint the following five (5) members:

- 1) one (1) representative of the City's Police Department,
- 2) one (1) representative of the City's Sustainable Development Department,
- 3) two (2) people residing within 2,000 feet of the Center, preferably from a City-recognized neighborhood association, and
- 4) one (1) person from a business within 2,000 feet of the Center.

The Center operator may appoint the following four (4) members:

- 1) one (1) person residing within 2,000 feet of the Center, preferably from a City-recognized neighborhood association.
- 2) one (1) person from a business within 2,000 feet of the Center,
- 3) one (1) person with experience in providing services to the homeless, and
- 4) one (1) person that has been formerly homeless.

The advisory committee shall meet as necessary and provide input to the Center operator. In addition it shall provide input for incorporation into the annual report required in condition (p).

(f)

~~(p) The Center's operator shall provide a report, with assistance from the County as necessary, The Center's operator shall submit an annual report to the City on or about January 31. The report shall be prepared by an area university or consultant, to the City Commission analyzing the operation of the Center in relation to the conditional use and public purpose use requirements of the City's Code and specifically in relation to the conditions set out herein d, e, h, i, j, k, & n. The first report shall be submitted within six (6) months of the Center's opening and thereafter shall be submitted on an annual basis beginning December 31, 2001. The report shall include input from the neighborhood advisory committee as identified above.~~

(s)

~~(q) If the Center is determined by the City at the time of annual review not to be in compliance with the conditions of the Conditional Use Approvals or Public Purpose Use Approval, the City Commission may, after notice and a public hearing, revoke the approval(s), and Broward County agrees to cease use of the facility as a homeless assistance center. Notice shall be given to the Center's operator, Broward County and property owners within three hundred (300) feet of the Center at least thirty (30) days prior to the public hearing.~~

(t)

~~The Conditional Use Approval shall expire on December 31, 2001, if Broward County has not opened a homeless assistance center with a minimum of two hundred (200) beds outside of the City limits of the City of Fort Lauderdale by that date, and Broward County agrees to cease use of the facility as a homeless assistance center, unless the City Commission extends the date by motion at a City Commission meeting.~~

**SECTION 2.** That except as amended, Ordinance No. C-97-21 adopted on June 17, 1997, as amended by Ordinance No. C-01-45 adopted on October 2, 2001, is hereby ratified and reaffirmed.

**SECTION 3.** That if any clause, section or other part of this Ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby, but shall remain in full force and effect.

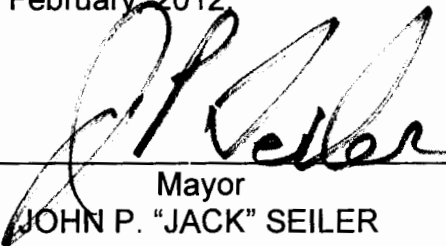


SECTION 4. That all ordinances or parts of ordinances in conflict herewith, be and the same are hereby repealed.

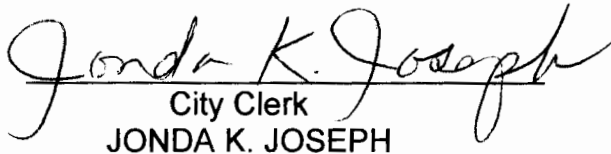
SECTION 5. That this Ordinance shall be in full force and effect ten days from the date of final passage.

PASSED FIRST READING this the 7th day of February, 2012.

PASSED SECOND READING this the 21st day of February, 2012.

  
\_\_\_\_\_  
Mayor  
JOHN P. "JACK" SEILER

ATTEST:

  
\_\_\_\_\_  
City Clerk  
JONDA K. JOSEPH

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Attachment A6

RESOLUTION

At the meeting of the Executive Committee of the Board of Directors (Board) of the Broward Partnership (Partnership) held February 13, 2018, the following resolution was moved and approved:

Resolved

WHEREAS the Executive Committee of the Board of Directors hereby authorizes the Partnership to submit an application for consideration to the City of Fort Lauderdale (City) under its 2018-2019 Community Development Block Grant (CDBG) Program. The funding, requested in the amount of \$50,000, will assist with the cost of food for meals and bus passes for individuals and families that reside at the Central Homeless Assistance Center (Center).



Dodie Keith-Lazowick – Chair

2-13-18

Date

STATE OF FLORIDA

COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me this 13<sup>th</sup> day of February, 2018,  
by Dodie Keith-Lazowick, who is personally known.



Stamp:



LAURA J. TURK  
MY COMMISSION # GG 028442  
EXPIRES: September 27, 2020  
Bonded Thru Budget Notary Services

TENTH AMENDMENT  
to  
LEASE AGREEMENT  
between  
BROWARD COUNTY  
and  
BROWARD PARTNERSHIP FOR THE HOMELESS, INC.  
at the  
CENTRAL HOMELESS ASSISTANCE CENTER

TENTH AMENDMENT  
to  
LEASE AGREEMENT  
between  
BROWARD COUNTY  
and  
BROWARD PARTNERSHIP FOR THE HOMELESS, INC.  
at the  
CENTRAL HOMELESS ASSISTANCE CENTER

This Tenth Amendment to the Lease Agreement between Broward County, a political subdivision of the State of Florida ("Lessor" or "County"), and Broward Partnership for the Homeless, Inc., a nonprofit Florida corporation ("Lessee"), is entered into effective as of the date this amendment is executed by the County (the "Effective Date").

WHEREAS, Lessor and Lessee (collectively, the "Parties") entered into a lease dated December 3, 2002, which lease has been amended nine times, most recently on October 22, 2013 (the lease together with these nine amendments is referred to collectively as the "Lease Agreement");

WHEREAS, the Parties desire to further amend the Lease Agreement to allow for renovations to the premises as shown on the Work Letter, attached hereto as Exhibit "A" and made a part hereof, NOW, THEREFORE,

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree to amend the Lease Agreement as follows:

1. The above-stated recitals are true and correct and are incorporated herein by reference.
2. The Lease Agreement is hereby amended to add the following Article 30 (Lessee's Additional Improvement Obligations):

### 30. LESSEE'S ADDITIONAL IMPROVEMENT OBLIGATIONS

LESSEE shall comply with all requirements set forth in the Work Letter, attached as Exhibit "A" to the Tenth Amendment to this Lease, and shall abide by the following timing requirements unless other timing requirements are mutually agreed upon in writing by the Designated Agent for LESSOR, as defined in the Work Letter, and LESSEE:

A. LESSEE shall have up to one hundred twenty (120) days from the Effective Date of the Tenth Amendment to this Lease to complete the design requirements set forth in Section 3.0 (Design Services) of the Work Letter and to submit the project for all jurisdictional approval and permitting.

B. LESSEE shall have up to two hundred seventy (270) days from the issuance of the applicable building permit(s) from the City of Fort Lauderdale to complete construction of the project to LESSOR's satisfaction (evidenced by the issuance of a Certificate of Completion by LESSOR), and as set forth in Section 4.0 (Construction Services) of the Work Letter.

C. LESSEE shall provide LESSOR written notice of its anticipated date of completion of all work listed in the Work Letter at least thirty (30) days prior to such date.

3. In the event of any conflict or ambiguity between this Tenth Amendment and the Lease Agreement, LESSOR and LESSEE hereby agree that this Tenth Amendment shall control.
4. Except as expressly modified herein, all terms and conditions contained in the Lease Agreement shall remain in full force.
5. The Lease Agreement, as modified by this Tenth Amendment, incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein, and LESSOR and LESSEE agree that there are no commitments, agreements, or understandings concerning the subject matter of hereof that are not contained in the Lease Agreement as modified hereby. Accordingly, LESSOR and LESSEE agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.
6. Preparation of this Tenth Amendment has been a joint effort of LESSOR and LESSEE, and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than any other.
7. Each individual executing this Tenth Amendment on behalf of a party hereto hereby represents and warrants that he/she is, on the date he/she signs this Tenth

Amendment, duly authorized by all necessary and appropriate action to execute this Tenth Amendment on behalf of such party and does so with full legal authority.

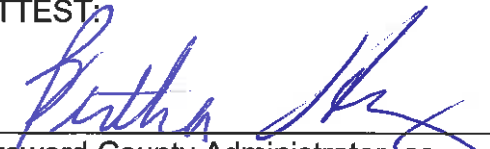
8. Capitalized terms not otherwise defined herein shall have the meanings set forth in the Lease Agreement.
9. The Lease Agreement, as amended, is hereby ratified and confirmed.
10. Multiple originals of this Tenth Amendment may be executed by all parties, each of which, bearing original signatures, shall have the force and effect of an original document.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have made and executed this Tenth Amendment: BROWARD COUNTY, through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Mayor or Vice-Mayor, authorized to execute same by Board action on the 28<sup>th</sup> day of October, 2014, and BROWARD PARTNERSHIP FOR THE HOMELESS, INC., signing by and through its authorized signatory, duly authorized to execute same.

LESSOR

ATTEST:

  
Broward County Administrator, as  
Ex-officio Clerk of the Broward County  
Board of County Commissioners



Insurance Requirements  
approved by Broward County  
Risk Management Division

BROWARD COUNTY, by and through  
its Board of County Commissioners

By  Mayor

28<sup>th</sup> day of October, 2014

Approved as to form by  
Joni Armstrong Coffey,  
Broward County Attorney  
Governmental Center, Suite 423  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301  
Telephone: (954) 357-7600  
Telecopier: (954) 357-7641

By:  (Date) 9/24/14

Risk Management Division

Jacqueline A. Binns

Risk Insurance and

Contracts Manager

By:  (Date) 9/24/14

Carlos Rodriguez-Cabarrocas (Date)  
Assistant County Attorney

APPROVED:

By:  (Date) 9/25/14

for Andrew J. Meyers  
Chief Appellate Counsel

CRC:dmv  
07/28/14  
chac-leaseamend10  
13-089.15

TENTH AMENDMENT TO LEASE AGREEMENT BETWEEN BROWARD COUNTY AND  
BROWARD PARTNERSHIP FOR THE HOMELESS, INC. AT THE CENTRAL  
HOMELESS ASSISTANCE CENTER.

LESSEE

WITNESSES:

Broward Partnership for the Homeless,  
Inc.

Sue Ellen Boatright  
Witness 1 Signature

Sue Ellen Boatright  
Witness 1 Print/Type Name

Laura Turk  
Witness 2 Signature

Laura Turk  
Witness 2 Print/Type Name

By Frances M. Esposito  
Authorized Signature

FRANCES M. ESPOSITO  
(Print Name and Title above)

23 day of Sept., 2014



**EXHIBIT "A"**  
**WORK LETTER**

**CENTRAL HOMELESS ASSISTANCE CENTER PARKING LOT ADDITION**

**1.0 General Requirements**

1.1 The following paragraphs form a general description of LESSEE's services "compensated and/or un-compensated", required for the design and construction of improvements to the Premises.

**1.2 LESSEE agrees to:**

- A. Be responsible for the design and construction of improvements described in detail below and as illustrated on the "Cost Proposal," Attachment 1, "Broward County Central Homeless Assistance Center – Parking Lot Addition" preliminary plans submitted by Keith & Associates Consulting Engineers and Delta G Consulting Engineers: Cover, Sheet S-1, Sheet SP-1, Sheet C-1, Sheet C-2, Sheet C-3, Sheet C-4, Sheet C-5, Sheet L-1, Sheet L-2 & Sheet PH-1, dated February 2014, Attachment 2 and Monument Sign requirements, Attachment 3, attached hereto and made a part hereof, and the exceptions/additions, if any, listed in Section 5, Scope of LESSEE's Renovations below. LESSEE shall keep the costs for this project within the Guaranteed Maximum Price (GMP) as defined within the Cost Proposal. This Project's funding is to be provided by LESSOR on a reimbursable basis;
- B. Provide complete architectural, engineering and all other design and construction contract administration services necessary to design and construct the improvements to the Premises which includes but is not limited to the paving, grading, drainage, irrigation, landscape and lighting of the South East portion of lots 19 thru 30, block 204, Progresso, according to the plat thereof as recorded in plat book 2, on page 18, of the Public records of Dade County, Florida, for the Broward County Central Homeless Assistance Center;
- C. Obtain all necessary jurisdictional approvals and permits necessary for construction of the improvements to the Premises;
- D. Provide the construction services (including any contractors, subcontractors, and materials) necessary to construct the improvements as set forth herein to the Premises; and
- E. Complete all design and construction services within the time limits stipulated in the Lease as thereafter amended.

1.3 LESSOR's Designated Agent is the representative of LESSOR concerning the design and construction of the improvements to the Premises. In the administration of this Project, as contrasted with matters of policy, all parties may rely upon instructions or determinations made by LESSOR's Designated Agent; provided, however, that such instructions and determinations do not change the scope of the improvements to the Premises. LESSOR's Designated Agent shall appoint a Project Manager for day to day communications and management of the Project for LESSOR. LESSOR's Designated Agent for this Project is:

Ariadna Musarra Director/County Architect or Designee  
Construction Management Division  
Governmental Center, Room A550  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301

- 1.4 LESSEE shall schedule and attend coordination meetings with Project Manager periodically throughout the design and construction of the improvements to the Premises. These meetings shall be conducted bi-weekly during the design phase and construction phases. Coordination meetings may be scheduled more frequently or, with the Project Manager's advance written approval, less frequently depending upon the progress of Project and the issues at hand. At each of these meetings, LESSEE and Project Manager shall review the Project's budget, schedule, and scope along with LESSEE's development and progress to date on the respective phases of the Project and any special problems related to the continuing progress of the Project.
- 1.5 During the design and construction of the improvements to the Premises, LESSEE shall keep Project Manager informed of any proposed material changes to the design or construction including but not limited to space layouts, materials, systems or equipment. Proposed changes must be reviewed and approved in writing by LESSOR's Designated Agent prior to incorporation into the construction documents or the physical construction of the improvements to the Premises.
- 1.6 Notwithstanding anything to the contrary set forth herein, if any terms or provisions of this Work Letter are inconsistent with or contrary to the terms or provisions of the Lease, then the terms or provisions of the Lease shall control.

## **2.0 ADDITIONAL SERVICES AND CHANGES IN SCOPE OF WORK**

- 2.1 All Change of Scope requests by LESSEE to LESSOR's Designated Agent shall contain a minimum of the following information and requirements:
  - A. A description of the work to be undertaken, a reference to this Work Letter, and a statement of the method of compensation.
  - B. The amount of compensation set forth in Broward County Central Homeless Assistance Center – Parking Lot Addition "Attachment 1" hereto, is a guaranteed maximum amount and shall not be exceeded unless prior written approval of LESSOR's Designated Agent is obtained. In the event LESSOR's Designated Agent does not approve an increase in the guaranteed maximum amount and the need for such action is not the fault of the LESSEE, the Change of Scope shall be terminated, and LESSEE shall be paid in full for all work completed, but shall in no case exceed the guaranteed maximum amount. The information contained in the budget shall be in sufficient detail so as to identify the various elements of costs.
  - C. A time established for completion of the work or services undertaken by LESSEE or for the submission to LESSOR of documents, reports, and other information pursuant to the Lease.
  - D. Any other additional instructions or provision relating to the work authorized pursuant to the Lease.
  - E. Change of Scope requests and any approvals shall be dated, serially numbered, and signed.

2.2 LESSEE is responsible for the cost of design and construction limited to the scope of services outlined below and in Attachments 1 and 2. Costs of additional services identified by LESSEE other than within this Work Letter shall be the sole responsibility of LESSEE.

2.5 LESSEE is responsible for all existing as well as unforeseen conditions that are identified as a result of, or necessary for, the new construction.

### **3.0 Design Services**

3.1 LESSEE shall confer with the Project Manager and other representatives of the LESSOR's Designated Agent to verify and confirm the scope of the improvements to the Premises as further detailed below and as illustrated in the Attachments.

3.2 LESSEE and LESSOR's Designated Agent shall, prior to commencing design activities, inspect the premises to determine if existing conditions conform to those portrayed on the Attachments. If differing conditions are discovered, LESSEE shall document the differing conditions, modify the Attachments, and use the modified Attachments as the basis for further design and construction activities.

3.3 LESSEE's preferences and anticipated use of the Premises is provided in Attachments 1 and 2, with exceptions and additions, if any, as listed below in Section 5, Scope of LESSEE's Improvements. LESSEE shall utilize this information as the basis for further design development and construction of the improvements to the Premises.

3.4 The Project Manager will take part in a schematic design conference at which the LESSEE and LESSEE's Engineer shall review design and construction options and confer with the LESSOR's Designated Agent a preferred design solution for the improvements to the Premises. The LESSOR's Designated Agent shall approve a preferred design solution that shall form the basis of LESSEE's continuing work on the design of the improvements to the Premises.

3.5 Document Submittal and Review:

A. LESSEE shall prepare, submit, and present for approval by the LESSOR's Designated Agent two (2) copies of the following design document submittals:

1. 100% Construction Documents, including Specifications
2. Permit Set
3. Project Schedule

B. Depending on the size and complexity of the improvements to the Premises, LESSEE may provide combined design document submittals with the prior written authorization of LESSOR's Designated Agent.

C. LESSOR's Designated Agent shall review the submitted documents and return written review comments within ten (10) days of receipt of the submitted documents. LESSOR's Designated Agent's review shall be for conformance with the scope of the improvements to the Premises and to provide additional information as necessary for LESSEE's Engineer to refine and complete the documents.

D. LESSOR's Designated Agent reserves the right to reject and require re-submittal of any incomplete document submittal or documents which do not correctly portray the

work or services required by the LESSOR'S Designated Agent as more fully defined below.

- E. Upon written approval by LESSOR's Designated Agent of the final 100% Construction Documents, LESSOR's Designated Agent will authorize LESSEE to proceed with contractor selection, bidding, jurisdictional approvals, permitting, and other activities as may be necessary for LESSEE to construct the improvements to the Premises.

#### **4.0 Construction Services**

- 4.1 LESSEE is responsible for the expeditious construction of the improvements to the Premises as set forth herein.
- 4.2 The Construction Phase duration will end on or before the expiration of the time allowed within the Lease and as further specified herein.
- 4.3 Upon execution, LESSEE shall provide an informational copy of the construction contract(s) to LESSOR's Designated Agent. Such copies shall be provided along with the contractor's performance and payment bond as well as contact information for the contractor's surety. LESSEE's Engineer shall provide administration of the construction contract.
- 4.4 LESSEE shall advise and consult with the LESSOR'S Designated Agent during the Construction Phase and shall provide LESSOR's Designated Agent with copies of key communications between LESSEE, LESSEE's Engineer and Contractor concerning matters material to the cost, time, sequence, scope, performance or requirements of the construction contract that change or impact the proposed design of the improvements to the Premises or the ability to occupy the Premises pursuant to the established project schedule. Documents or materials which cannot be faxed or emailed to the LESSOR's Designated Agent shall be delivered to the LESSOR's Designated Agent within 24 hours of receipt or generation by the LESSEE.
- 4.5 THE Project Manager will attend key construction events and visit the site as necessary to ascertain the progress of the Project and to determine in general if the work is proceeding in accordance with the construction contract and the Project schedule.
  - A. LESSEE shall inform LESSOR'S Designated Agent of key construction events and request LESSOR's Designated Agent's attendance and coordination as construction progresses. LESSEE and LESSOR's Designated Agent shall coordinate the timing of these visits to permit joint observations of the progress of the work and discussions about Project issues. LESSEE shall promptly submit to LESSOR's Designated Agent a detailed written report of the results of each visit to the site, and copies of all field reports and notes of meetings with the contractor, subcontractors of any tier or suppliers.
  - B. LESSEE shall promptly report to the Project Manager any defects and deficiencies in the Work coming to the attention of LESSEE and shall endeavor to guard the COUNTY against defects and deficiencies in the Work.
  - C. LESSOR'S Designated Agent shall not be responsible for construction, construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the improvements to the Premises except where

expressly established in the construction contract documents and agreed to by LESSOR's Designated Agent.

- D. LESSEE shall be responsible for protecting, repairing, and replacing any damage to LESSOR's building, furniture, fixtures or equipment caused by LESSEE's construction activities at the Premises. LESSEE shall be responsible for ensuring continuous security of Premises during construction by providing temporary closures, barricades, doors, and other security measures to protect the premises from unauthorized entry during evenings, weekends, and other periods when the Premises are not open for business or when LESSEE's supervising employees are not present.
- 4.6 LESSOR's Designated Agent shall at all times have access to the Work. In addition, the LESSOR's Designated Agent may at its discretion require LESSEE to submit additional written materials or forms to the LESSOR'S Designated Agent relating to or regarding the construction or its progress.
- 4.7 All interpretations and advisory decisions of LESSEE and its Engineer shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings.
- 4.8 LESSOR's Designated Agent shall have authority to reject of work which does not conform to the Contract Documents. Upon such rejection, LESSEE shall undertake the correction of rejected work.
- 4.9 LESSEE shall provide all such tests, inspections, and reports that are required by law or by the Contract Documents or that it has previously approved in writing. Whenever, in LESSOR's Designated Agent's reasonable opinion, it is necessary or advisable for the implementation of the intent of the Contract Documents, LESSEE shall undertake special inspection or testing of the Work in accordance, whether or not such Work be then fabricated, installed or completed.
- 4.10 The LESSEE shall coordinate with the LESSOR's Designated Agent concerning change orders, substitutions and/or other modifications to the Contract Documents. The LESSOR's Designated Agent has authority to accept or reject change orders affecting the quality, quantity, cost or time required for improvement or expansion of the premises. LESSEE shall not proceed with change orders, substitutions, and/or other modifications to the Contract Documents without the LESSOR's Designated Agent's written concurrence.
- 4.11 Substantial and Final Completion:
- A. LESSEE shall achieve Substantial Completion of the Work required by the Contract Documents within the time allowed within the Lease. The Date of Final Completion of the Work is the date certified by both LESSEE and LESSEE's Engineer and as confirmed by LESSOR's Designated Agent inspection when all conditions and requirements of permits and regulatory agencies have been satisfied and the Work, is complete in accordance with the Contract Documents, so the Premises are available for occupancy by LESSEE. A Certificate of Occupancy issued by the appropriate Jurisdictional Authority(s) must be issued for Substantial Completion to be achieved and shall be determinative of the achievement of the date of Substantial Completion.

- B. Upon LESSEE's representation that LESSEE's contractor has achieved Substantial Completion of the work, LESSEE shall request an inspection from LESSOR's Designated Agent. LESSEE and LESSOR's Designated Agent shall inspect the Premises and prepare a "punch list" of observed items requiring correction, completion or replacement by LESSEE's contractor prior to LESSEE's occupancy of the Premises. When LESSOR's Designated Agent is satisfied that items identified on the punch list have been corrected or completed, LESSOR's Designated Agent will issue a Certificate of Completion or the equivalent thereof.
  - C. Upon receipt of the Certificate of Completion, LESSEE shall transfer keys and make other arrangements as necessary to facilitate LESSEE's occupancy and LESSOR's access to the Premises.
  - D. LESSEE shall administer the contractor's submittal of various closeout documents including any applicable warranties, operations and maintenance materials, extra materials, and other closeout submittals as required for LESSOR.
  - E. LESSEE shall verify and confirm the contractor's successful demonstration of equipment and systems and the training of LESSOR's AND LESSEE's personnel as required by the Contract Documents and as may be necessary for LESSEE's personnel to occupy and operate the Premises.
- 4.13 LESSEE shall within sixty (60) days of LESSEE's occupancy (after C.O.) of the improvements to the Premises provide LESSOR's Designated Agent with prints and electronic cad drawings, which LESSEE's Engineer has revised to conditions based on information furnished by the contractor (redlined prints and other "as-built" information) as Project Record Documents.

## **5.0 Scope of LESSEE's Improvements**

- 5.1 Attachment 2 and the proposed plans provide a concept plan of LESSEE's proposed improvements which shall be finalized for location and specification by LESSEE's Engineer and LESSOR's Designated Agent during the design process as described above and this Section 5.
- 5.2 Plans, Permits, and Approvals:
- A. LESSEE shall provide all required plans, architectural and engineering services permits, and construction services necessary to achieve the Scope of LESSEE's improvements to the Premises.
- 5.3 Maintenance of Existing Spaces:
- A. LESSEE shall secure, protect, and maintain existing building areas affected by the LESSEE's improvements to the Premises.
  - B. LESSEE shall repair or replace finishes, equipment, furnishings or other appurtenances damaged during construction to the satisfaction of the LESSOR's Designated Agent.
- 5.4 Barriers and Barricades:
- A. LESSEE shall provide barriers to prevent unauthorized entry to construction areas, to allow for LESSEE's continued and uninterrupted use of the building, and to protect

spaces adjacent to the construction area from damage arising from construction operations.

LESSEE shall:

1. Comply with standards and code requirements for erection of structurally adequate barriers.
2. Install barriers of a neat and uniform appearance.
3. Provide graphics and warning signs to inform personnel and the public of the hazard being protected against.

B. LESSEE shall protect vehicles, property spaces and exterior areas affected by the work from damage caused by construction or associated activities.

#### 5.5 Use of Premises:

A. LESSEE's construction-related storage will be limited on site and areas within the work area.

B. The facility will be open to the public for the duration of the Project. LESSEE's construction personnel shall:

1. Maintain appropriate behavior and order suitable to an environment in which children and the public are present including the prohibition of offensive attire, graffiti, language or other behavior.
2. Ensure that smoking, the consumption of alcohol and the use of drugs are not allowed on the project site and comply with LESSOR's policy of zero tolerance for intoxicated or otherwise impaired individuals on the premises of LESSOR's facilities.

C. LESSEE shall not permit any person who is listed as a sexual predator or sexual offender on the Florida Department of Law Enforcement, Sexual Offenders and Predators Website or the United States Department of Justice, National Sex Offender Public Website, to provide any services for LESSEE at the Premises.

#### 5.6 Temporary Utilities:

A. LESSEE may utilize the existing electrical supply within the work area for power. LESSEE may use water available at the Premises but is restricted from transporting that water through publicly occupied spaces.

B. LESSEE's construction personnel may utilize designated public restrooms at the Premises but shall not utilize lavatories, toilets, or other fixtures for cleaning tools, mixing construction materials, or for other construction activities. LESSEE's construction personnel shall not loiter inside or around the public restrooms, vestibules or other operational spaces within the Premises.

#### 5.7 Enclosures and Environmental Controls:

##### A. Work Area Enclosures

1. LESSEE shall keep the construction site safe to maintain the safety of workers while keeping the staff, building occupants and the general public out of the construction site. LESSEE shall comply

with all the U.S. Occupational Safety and Health Administration (OSHA) and the authority having jurisdiction safety regulations. LESSEE shall prevent damage to existing building systems, equipment and other appurtenances.

2. Construction:

- a. LESSEE shall maintain emergency egress routes and other life safety provisions during all construction activities.

B. Noise Control:

1. LESSEE shall provide methods, means, and facilities to minimize noise projected by construction operations.
2. Use of portable radios, televisions, stereos, tape decks, boom boxes or other audible entertainment devices within the work area is prohibited.
3. LESSEE shall consult with LESSOR's Designated Agent and other on-site operational managers to schedule excessively noisy or disruptive operations for periods during which those operations will have the least impact on facility users and operations.
4. LESSEE shall observe local ordinances limiting noise generating operations within the neighborhoods adjacent to the area of the work.

5.8 Safety and Security Programs:

- A. LESSEE shall be responsible for ensuring continuous security of the Premises during construction by providing temporary closures, barricades and other security measures to protect the Premises from unauthorized entry, vandalism, or theft during evenings, weekends and other periods when the Premises are not open for business or when LESSOR's supervising employees are not present.
- B. LESSEE shall control entry into the work area.
  1. LESSEE shall restrict entrance of persons and vehicles into designated work areas.
  2. LESSEE shall allow entrance to areas of work only to authorized persons with proper identification. LESSOR's building manager and LESSOR's Designated Agent's personnel shall have unrestricted access to the work area.
  3. LESSEE shall maintain a log of workers and visitors, and make the log available to the LESSOR's Designated Agent on request.
- C. LESSEE shall not allow cameras or video recorders within LESSOR occupied site areas or photographs except when authorized in advance in writing by the LESSOR's Designated Agent.
- D. LESSEE shall provide all personnel with instruction as to the possible presence of the public and facility staff members in and around the construction operations, operating motor vehicles or equipment, or any other associated activity.
- E. Security of work area (including materials, tools and contents of the work area) are the responsibility of LESSEE.



- F. Safety and first aid procedures: LESSEE is solely responsible for site safety programs and conducting construction operations in a safe manner. LESSEE shall immediately notify the LESSOR's Designated Agent of any accidents occurring in the work area or related to the LESSEE's construction activities.

5.9 Disposal and Clean-Up:

A. Disposal of Demolished Materials and Construction Debris:

1. Accumulations and temporary storage of demolished materials and construction debris within areas occupied by facility staff or the public are prohibited.
2. LESSEE shall remove debris, rubbish other materials resulting from demolition and other construction activities from the building site for disposal on a daily basis. LESSEE's use of existing dumpsters or other waste receptacles on site for construction debris is prohibited.
3. LESSEE shall coordinate with LESSOR's building manager and obtain LESSOR's Designated Agent's prior written authorization concerning LESSEE's rental, location, and use of temporary dumpsters or other waste receptacles for construction purposes on the facility site.
4. If hazardous materials are encountered during demolition or other construction activities, LESSEE shall cease construction operations in the immediately affected area and notify LESSOR's Designated Agent immediately for instructions. Upon receipt of LESSOR's Designated Agent's directions to remove such hazardous materials, LESSEE shall comply with applicable regulations, laws, and ordinances concerning removal, handling and protection against exposure or environmental pollution.

B. Clean Up:

1. Upon completion of construction activities, LESSEE shall remove remaining tools, equipment, materials and debris from site. LESSEE shall remove protections, for resumption of activities to the satisfaction of the LESSOR's building manager and LESSOR's Designated Agent.
2. LESSEE shall repair demolition performed in excess of that required.
3. LESSEE shall return damaged structures and finish surfaces to the condition existing prior to commencement of construction activities.

5.10 Construction Parking Control:

- A. LESSEE shall control vehicular parking and LESSEE's construction-related vehicular operations to prevent interference with public traffic and parking, access by emergency vehicles, and facility operations.
- B. LESSEE shall monitor parking of construction personnel's vehicles at existing facilities. Maintain vehicular access to and through parking areas.
- C. LESSEE's construction personnel shall prevent parking on or adjacent to access roads or in non-designated areas.

## **6.0 Method of payment**

6.1 LESSOR and LESSEE agree that the compensation, funding, and method of payment for the design, development, programming, and construction, operation, and maintenance costs for the Project shall be governed by the provisions set forth in this Section 6. In the event LESSEE decides not to move forward with the Project within the time frames specified in the Tenth Amendment to the Lease Agreement, due to no fault of COUNTY, LESSEE shall reimburse LESSOR for any compensation paid by LESSOR to LESSEE for the Project. Further, if LESSEE does not complete the Project due to no fault of LESSOR, LESSOR shall be entitled to seek specific performance of LESSEE's obligations under this Lease in addition to any other remedies available to it hereunder.

### **6.2 Funding for Central Homeless Assistance Center S.E. Lot Pavement and Signage**

6.2.1 LESSOR agrees to pay LESSEE, in the manner specified in this Article, up to the amount of \$146,533.00 for the design and construction of the Central Homeless Assistance Center parking Lot Addition in accordance with this Agreement and attachment Broward County Central Homeless Assistance Center – Parking Lot Addition "Attachment 1". All LESSOR funds are to be paid on a reimbursement basis pursuant to the completion percentage requirements, as stated in Section 6.3.3. It is acknowledged and agreed by the LESSEE that this amount is the maximum amount payable by LESSOR for the Project, and constitutes a maximum limitation upon LESSOR's obligation to compensate LESSEE for services and expenses related to the Project as provided for in this Lease. This maximum amount, however, does not constitute a limitation, of any sort, upon LESSEE's obligation to perform all items of work required by or which can be reasonably inferred related to the Project.

6.2.2 LESSEE shall be responsible for all costs, construction or otherwise, above the total amount listed in section 6.2.1 above, provided by COUNTY for the Project.

6.2.3 Any increases in the cost of the Project due to design necessities, changes in scope, construction necessities, inflation, unforeseen conditions, damages, Acts of God, or due to any other reason shall be the sole responsibility of LESSEE, including, without limitation, all cost overruns as a result of such conditions or actions, or both, except where such increases are the result of delay or changes caused by LESSOR and are not related to any action or inaction of LESSEE or LESSEE's Design and Construction Team, or both.

Invoices shall be mailed or delivered to:

Attn: Director/County Architect  
Construction Management Division or Designee  
Broward County Governmental Center  
115 South Andrews Avenue, Room 550-A,  
Fort Lauderdale, Florida 33301.

6.2.4 LESSOR's Designated Agent shall review all requests from the LESSEE for payment. Payment shall not be made until approved by the LESSOR's Designated Agent. LESSOR shall at all reasonable times be allowed access to the construction site and project documents upon notification to and coordination with LESSEE.

### 6.3 Method and Billing and Payment

- 6.3.1 To obtain payment of LESSOR funds identified in Sections 6.2 above, LESSEE shall submit no more than one invoice a month for payment to the LESSOR's Designated Agent as set forth below. For purposes of the payment schedule, total COUNTY payment refers to the amount of LESSOR funding pursuant to Sections 6.2.

Invoices shall be mailed or delivered to:

Attn: Director of Construction Management or Designee  
Broward County Governmental Center  
115 South Andrews Avenue, Room 550-A,  
Fort Lauderdale, Florida 33301.

- 6.3.2 All design professional fees as stated in Attachment 1, paid by LESSOR as provided for in Section 6.2 for the Project shall be for architectural and engineering services related to the design and/or permitting of the Project contributed by LESSOR to be used in accordance with the terms of this Lease. LESSEE's invoices for reimbursement shall include a copy of the itemized Design Professional invoice(s) for services provided for which the LESSEE seeks COUNTY payment. However, LESSOR shall not pay for design professional fees incurred which exceed the limit for design professional fees established in Section 6.2.1 and 6.3.3.

Design and Construction costs identified in invoices submitted by LESSEE to LESSOR for the Project shall specify what portions and costs are attributable, either in dollar or percentage or both, to the Project.

- 6.3.3 LESSOR's financial contribution for the Project is a maximum not-to-exceed amount of up to \$146,533.00 dollars to be reimbursed to LESSEE solely for design and construction costs. LESSEE acknowledges and agrees that as per Section 6.2.2., the difference between the LESSEE's provided Cost Proposal in Attachment 1 and LESSOR's financial contribution will be solely covered by the LESSEE. LESSEE agrees that no more than Eleven Percent (11%) of LESSOR's reimbursement to LESSEE, i.e., no more than \$16,118.63, will be for design costs (as per attachment Broward County Central Homeless Assistance Center – Parking Lot Addition "Attachment 1"). LESSEE's invoices for design and construction reimbursement shall indicate percentage (%) of completion to date multiplied by \$146,533.00, minus previous invoice amounts paid to LESSEE by LESSOR for design and construction costs for the Project. LESSEE's invoices for reimbursement shall include a copy of the itemized invoice(s) for design or construction work for the Project, and proof of LESSEE's payment of the expense listed in the invoice.

- 6.3.4 Each invoice submitted shall be accompanied by a written statement signed by LESSEE's engineer or architect certifying satisfactory completion of the required percentage of the Project, in accordance with the prepared plans and specifications approved pursuant to this Lease. Certification of completion of each percentage milestone of the Project must be received by LESSOR's Designated Agent prior to payment of any LESSOR funds. Each invoice shall be accompanied with a photo(s) to depict work accomplished. The final Project invoice must be received no later than sixty (60) days after completion of

construction. Invoices shall designate the nature of the services performed and/or the expenses incurred.

- 6.3.5 Documentation as required herein must accompany any request for payment.
- 6.3.6 LESSOR shall pay LESSEE within thirty (30) calendar days of receipt of LESSEE's properly completed invoice, as required by the "Broward County Prompt Payment Ordinance" (Broward County Ordinance No. 89-49, as may be amended from time to time). To be deemed proper, all invoices must be accurate and complete, must comply with the requirements set forth in this Agreement, and must be submitted on the form and pursuant to instructions prescribed by LESSOR. Payment may be withheld for failure of LESSEE to comply with the terms, conditions, or requirements of this Lease. The amounts withheld, shall not be subject to payment of interest by LESSOR. However, requests for payment shall not be unreasonably denied and if LESSOR's Designated Agent has problems verifying the invoices submitted, then LESSOR's Designated Agent shall contact LESSEE's Designated Representative within three (3) business days (or as soon thereafter as possible) in order for LESSEE to resolve such issues.
- 6.3.7 Notwithstanding any provision of this Lease to the contrary, LESSOR may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work which has not been remedied or resolved (after written notice and an opportunity to cure) in a manner satisfactory to LESSOR's Designated Agent. The amount withheld shall not be subject to payment of interest by LESSOR.
- 6.3.8 This Lease strictly prohibits the expenditure of funds for the purpose of lobbying the Legislature, the judicial branch, or a state agency. No funds provided by LESSOR or LESSEE pursuant to Section 6.2 of to this lease shall be used for programming, maintenance, or operational costs of the CHAC.
- 6.3.9 Payment shall be made payable to Broward Partnership for the Homeless, Inc. and sent to LESSEE at:

Broward County Central Homeless Assistance Center /  
Huizenga Family Campus  
Attn: Director of Operations  
920 Northwest 7<sup>th</sup> Avenue  
Fort Lauderdale, Florida 33311-7229

## **7.0 Miscellaneous**

- 7.1 The parties hereto acknowledge that they have thoroughly read this Work Letter including all exhibits and attachments hereto, and have sought and received whatever competent advice and counsel was necessary for them to form a full and complete understanding of all rights and obligations herein. The language of this Work Letter has been agreed to by both parties to express their mutual intent and no rule of strict construction shall be applied against either party hereto.
- 7.2 LESSEE shall not permit LESSEE's contractors to commence work on the Premises until the required insurance has been obtained and certified copies of policies or certificates have been approved by the LESSOR's Risk Management Division.

7.3

Prior to commencement of construction, LESSEE shall furnish to LESSOR a Performance Bond and a Payment Bond in substantially similar form to the Form of Performance Bond and Form of Payment Bond attached hereto as "Attachment 4."

- A. Each Bond shall be in the amount of one hundred percent (100%) of the total cost of the improvements, as designated in Article 6.2.1, guaranteeing to LESSOR the completion and performance of the improvements as well as full payment of all suppliers, laborers, or subcontractors employed pursuant to this project.
- B. Each Bond shall continue in effect for one (1) year after Final Completion and acceptance of the work with liability equal to one hundred percent (100%) of the total cost of the improvements, as designated in Article 6.2.1, or an additional bond shall be conditioned that LESSEE will, upon notification by LESSOR, correct any defective or faulty work or materials which appear within one (1) year after Final Completion of the work.
- C. Pursuant to the requirements of Section 255.05(1)(a), Florida Statutes, as may be amended from time to time, LESSEE shall ensure that the bond(s) referenced above shall be recorded in the public records of Broward County and provide LESSOR with evidence of such recording.



**UPDATED COST ESTIMATE FOR  
BROWARD COUNTY CENTRAL HOMELESS  
ASSISTANCE CENTER - PARKING LOT ADDITION  
CONSTRUCTION COST ESTIMATE  
Updated 8/06/2014**

ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY CALCULATED	UNIT PRICE	COMPLETE BID (PER PL-111) AMOUNT
<b>HARD COSTS &amp; CONSTRUCTION COSTS</b>					
<b>SECTION 0001 - ON-SITE PARKING LOT (K&amp;A)</b>					
1	Mobilization	LS	1	\$4,500.00	\$4,500.00
2	Maintenance of Traffic	LS	1	\$1,000.00	\$1,000.00
3	Cleaning and Grubbing	AC	0.35	\$10,000.00	\$3,500.00
4	Stakes, Silt Fence (Perimeter and Construction Phasing)	LF	360	\$2.00	\$720.00
5	Inlet Protection	EA	10	\$50.00	\$500.00
6	Pavement Reconstruction Around Existing Catch Basin (Saw-cut and Remove Existing Asphalt, Rework Base and Place 1.5 of S-3 Asphalt)	SY	70	\$14.00	\$980.00
7	2-Libs - 3/4" Type S-3 Asphalt (1.5") - New Pavement	SY	967	\$15.00	\$14,505.00
8	8" Limerock Base (Compact 98% Max. Density, LBR 100) - New Pavement	SY	967	\$12.00	\$11,604.00
9	12" Stabilized Subgrade (Compacted 98% Max. Density, LBR 40) - New Pavement	SY	967	\$2.00	\$19,333.33
10	Type "D" Curb with Pad	LF	120	\$15.00	\$1,800.00
11	Wheel Stops	EA	26	\$30.00	\$780.00
12	Drainage Catch Basin Structure w/ PRBs	EA	4	\$3,200.00	\$12,800.00
13	15" HDPE Drainage Pipes (Solid)	LF	40	\$45.00	\$1,800.00
14	Exfiltration Trench (30" x 4") w/ 15" HDPE Perforated Pipe	LF	200	\$90.00	\$18,000.00
15	Existing Utility Coordination and Adjustments	LS	1	\$750.00	\$750.00
16	Existing Striping Removal and Eradication	LS	1	\$750.00	\$750.00
17	Traffic Sign	EA	2	\$500.00	\$1,000.00
18	Directional Arrows (Thermoplastic)	EA	5	\$70.00	\$350.00
19	Striping (4" White Paint - Non ADA stalls)	LS	1	\$1,500.00	\$1,500.00
<b>SUBTOTAL</b>					<b>\$84,581.08</b>
<b>SECTION 0002 LANDSCAPE &amp; IRRIGATION (K&amp;A)</b>					
<b>Landscaping</b>					
1	Existing to Remain Tree Protection (Allowance)				
2	Southern Live Oak (Quercus Virginiana) 25 GAL, 10' Installed Ht, STD	EA	6	\$180.00	\$1,080.00
3	Pigeon Plum (Coccoloba Diversifolia) 25 GAL, 10' Installed Ht, STD	EA	2	\$180.00	\$360.00
4	Sod (Stenotaphrum Secundatum "Floratum") ESTIMATED*	SY	2,500	\$0.42	\$1,050.00
5	Brown Mulch (Per Bag)	EA	8	\$2.50	\$20.00
6	Florida Sales Tax (8%)	EA	1	\$151.08	\$151.08
<b>SUBTOTAL</b>					<b>\$5,169.08</b>
<b>SECTION 0003 LIGHTING (Delta G)</b>					
1	Irrigation	EA	1	\$500.00	\$500.00
2	Addition of spray heads off existing piping	EA	1	\$30.00	\$30.00
<b>SUBTOTAL</b>					<b>\$530.00</b>
<b>SECTION 0004 SIGNAGE (By Others)</b>					
1	Monument sign (Materials, Installation)	EA	1	\$10,000.00	\$10,000.00
<b>SUBTOTAL</b>					<b>\$10,000.00</b>
<b>SUBTOTAL HARD COSTS &amp; CONSTRUCTION COST</b>					<b>\$110,440.16</b>
<b>CONTINGENCY (20%)</b>					<b>\$22,088.03</b>
<b>TOTAL HARD COSTS &amp; CONSTRUCTION COST</b>					<b>\$132,528.20</b>
<b>SOFT COSTS</b>					
<b>CONSTRUCTION AND ENGINEERING INSPECTION / CERTIFICATION</b>					
	SURVEYING, PLANNING, DESIGN AND EXPEDITING SERVICES	LS	1	\$31,510.19	"In Kind"
	SITE LIGHTING DESIGN (DELTA-G)	LS	1	\$820.00	"In Kind"
<b>SUBTOTAL SOFT COSTS</b>					<b>\$14,000.00</b>
<b>APPLICATION/PERMITTING FEES (Reimbursable)</b>					
	SITE PLAN APPLICATION FEE	LS	1		\$730.00
	ENGINEERING PERMIT FEE COSTS (ESTIMATED)	LS	1		\$250.00
	TREE REMOVAL PERMIT FEE COSTS (ESTIMATED)	LS	1		\$500.00
	LANDSCAPE PERMIT FEE COSTS (ESTIMATED)	LS	1		\$500.00
	CONSTRUCTION/BUILDING PERMIT FEE COSTS (ESTIMATED)	LS	1		\$1,000.00
	SIGN PERMIT FEE COSTS (ESTIMATED)	LS	1		\$500.00
<b>SUBTOTAL APPLICATION/PERMITTING FEES</b>					<b>\$2,500.00</b>
<b>GRAND TOTAL</b>					<b>\$149,028.20</b>

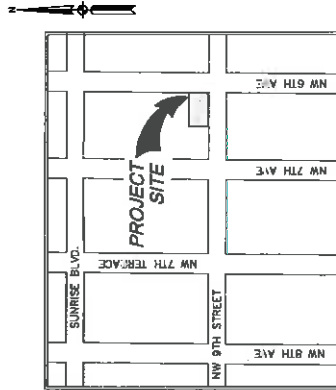
**NOTES:**

1. All quantity take-offs are based on the DRC Plans dated January 31, 2014. Pending Site Plan Approval, Engineering Permits by BCEPD (storm) and City. Pending City Building Department Approval processed by Contractor.
2. Unit prices obtained from various sources; including, FDOT Standard Item Average Unit Cost Tables and recently procured City projects.
3. Limited Geotechnical information available.
4. Does not include any adjustments to FPL/Comcast and/or AT&T infrastructure.
5. The estimate (whole or partial) is for informational and budget purposes only and it is non-binding.
6. \*City permit fees are estimated and are to be determined by the City of Fort Lauderdale

# SITE PLAN SUBMITTAL- DRC FOR BROWARD COUNTY CENTRAL HOMELESS ASSISTANCE CENTER - PARKING LOT ADDITION CITY OF FORT LAUDERDALE, BROWARD COUNTY, FLORIDA

## LAND DESCRIPTION

A PORTION OF LOTS 19 THRU 30, BLOCK 204, PROGRESSO, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, ON PAGE 18, OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.



VICINITY MAP

SECTION 3, TOWNSHIP 30, RANGE 42  
N.T.S.

## INDEX

S-1	COVER
SP-1	TOPOGRAPHIC SURVEY
	SITE PLAN
C-1	CIVIL PLANS
C-2	PAVING, GRADING AND DRAINAGE PLAN
C-3	PAVEMENT MARKINGS AND SIGNAGE PLAN
C-4	CONSTRUCTION DETAILS
C-5	CONSTRUCTION NOTES
	STORMWATER POLLUTION PREVENTION PLAN AND DETAILS
L-1	LANDSCAPE / IRRIGATION PLANS
L-2	LANDSCAPE PLANTING PLAN
	LANDSCAPE DETAILS AND NOTES
PH-1	ELECTRICAL / LIGHTING PLANS
	SITE PHOTOMETRICS PLAN

PRELIMINARY PLAN  
NOT FOR CONSTRUCTION

THIS PLAN AND ANY DATA HEREON  
HAS BEEN PREPARED BY THE ENGINEER  
AND HAS BEEN REVIEWED BY THE ENGINEER  
FOR THE PURPOSE OF THE PRELIMINARY  
DESIGN ONLY. IT IS NOT TO BE USED FOR  
CONSTRUCTION OR FOR ANY OTHER  
PURPOSE WITHOUT THE WRITTEN  
CONSENT OF THE ENGINEER. ANY  
USE OF THIS PLAN FOR ANY OTHER  
PURPOSE IS AT THE USER'S SOLE  
RISK. THE ENGINEER ASSUMES NO  
LIABILITY FOR ANY SUCH USE.

DATE: 1/27/2014  
BY: J. J. JONES, P.E.  
J. J. JONES & ASSOCIATES, INC.

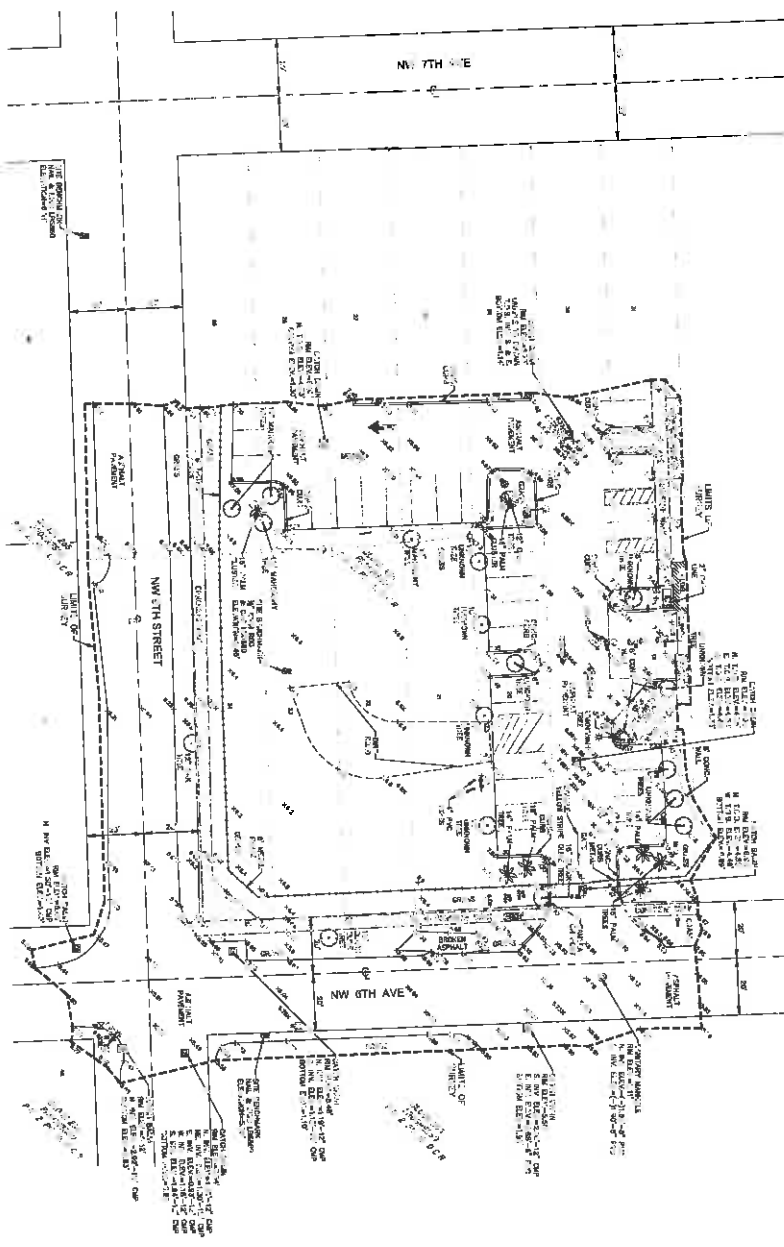
**PREPARED FOR:**  
**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**  
**920 NW 7TH AVENUE**  
**FORT LAUDERDALE, FL 33311**



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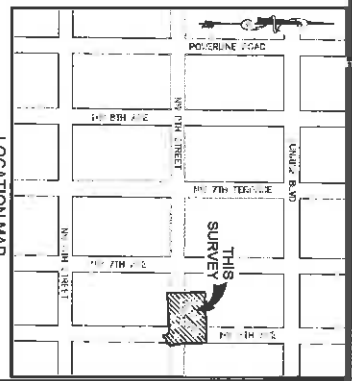
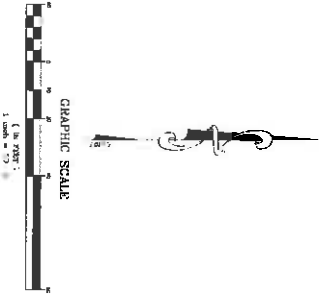
STATE OF FLORIDA CERTIFICATE OF AUTHORIZATION 00000000-7000  
PROJECT NO. 07699.00 JANUARY 2014  
LATEST REVISION FEBRUARY 2014



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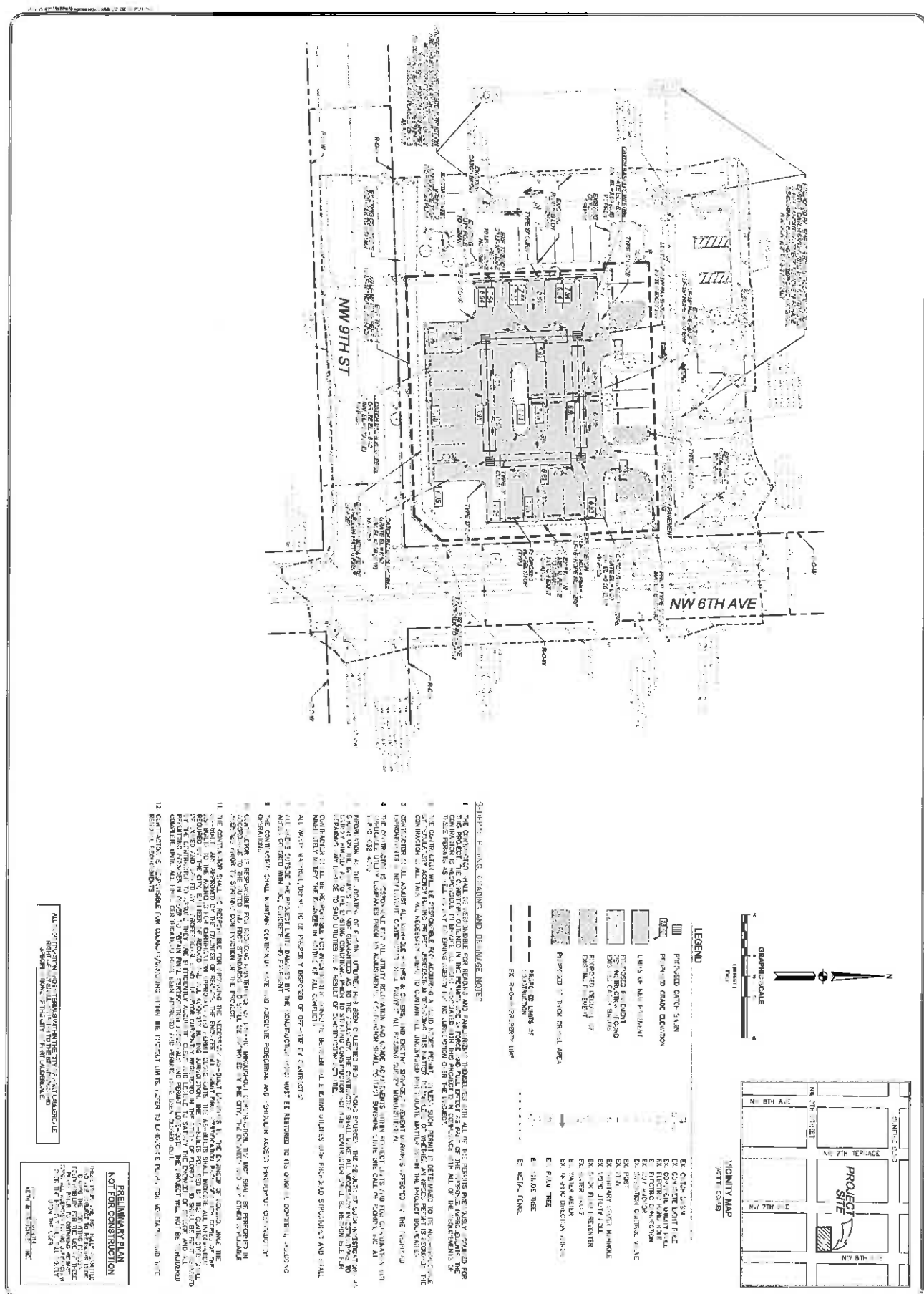
[illegible]

1. 姓名: 王明  
 2. 性别: 男  
 3. 出生日期: 1990-01-01  
 4. 身份证号: 110101199001010001  
 5. 联系电话: 13800138000  
 6. 电子邮箱: wangming@example.com  
 7. 联系地址: 北京市朝阳区  
 8. 职业: 软件工程师  
 9. 教育背景: 清华大学计算机系  
 10. 工作经历: 某互联网公司  
 11. 兴趣爱好: 阅读、运动  
 12. 自我评价: 积极向上, 责任心强









ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED  
DATE 05-15-11 BY 60322 UCBAW/STW/STW

PRELIMINARY PLAN  
NOT FOR CONSTRUCTION

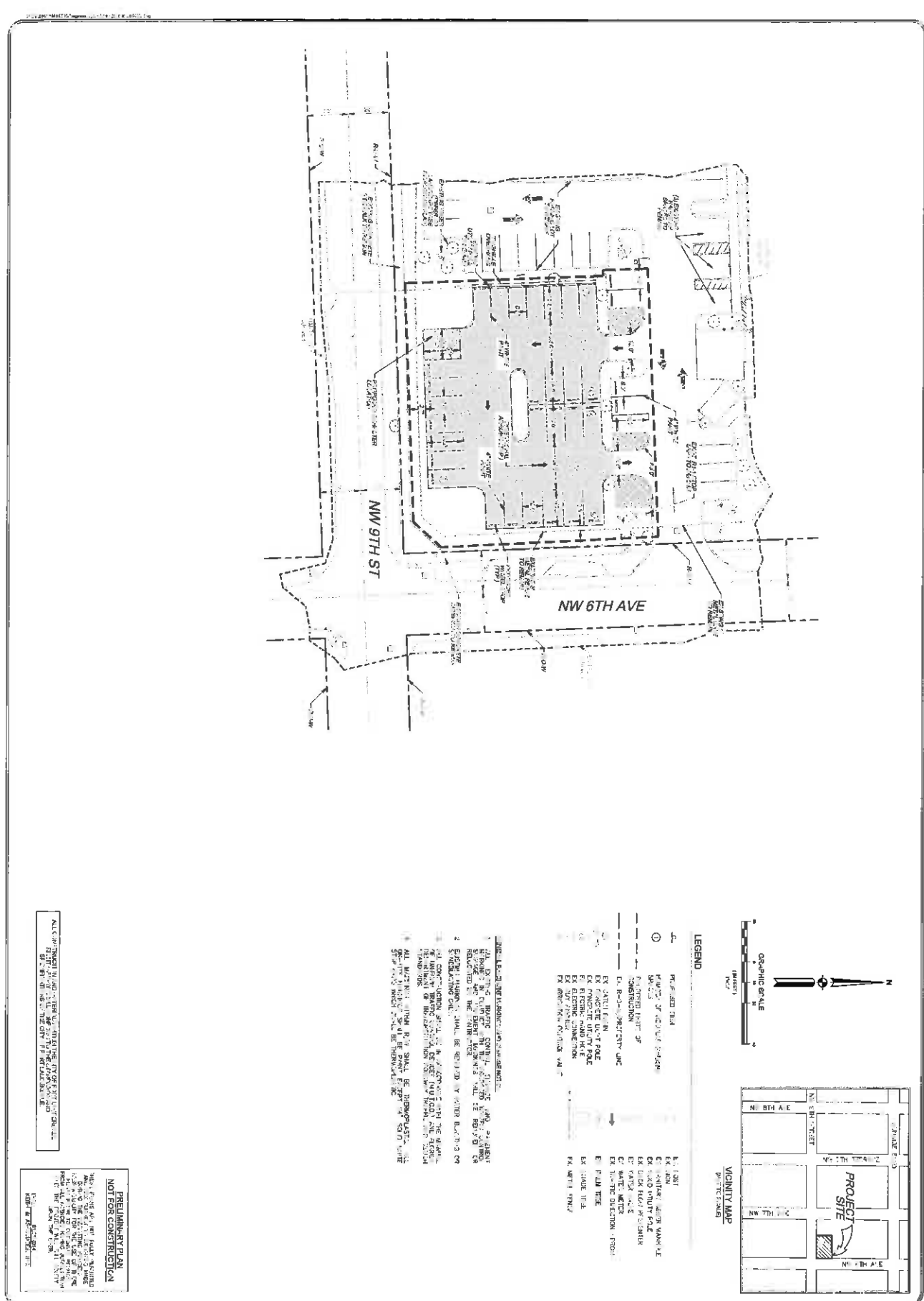
**BROWARD COUNTY CENTRAL  
HOMELESS ASSISTANCE CENTER  
PARKING LOT ADDITION  
PAVING, GRADING AND DRAINAGE PLAN**

CITY OF FORT LUDERDALE

BROWARD COUNTY

[illegible]

CAM 18-0394  
 Exhibit 5  
 Page 54 of 178



ALL CONSTRUCTION AND REPAIRS IN THE CITY OF FORT LEE  
MUST BE DONE IN ACCORDANCE WITH THE CITY ENGINEERING  
DEPARTMENT AND THE CITY ENGINEER'S OFFICE.

**PRELIMINARY PLAN  
NOT FOR CONSTRUCTION**

DATE: 10-01-84  
DRAWN BY: J. L. BROWN  
CHECKED BY: J. L. BROWN  
APPROVED BY: J. L. BROWN  
SCALE: 1/8" = 1'-0"

**BROWARD COUNTY CENTRAL  
HOMELESS ASSISTANCE CENTER  
PARKING LOT ADDITION  
PAVEMENT MARKING AND SIGNAGE PLAN**



CAM 18-0394  
 Exhibit 5  
 Page 55 of 178



WE SHALL BE PERFORMED IN A MANNER WITH THE LATEST TIMING OF

- [illegible]

- [illegible]

DOI: 10.1002/for

- A. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- B. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- C. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- D. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- E. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- F. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).
- G. *Staphylococcus aureus* (ATCC 29213) and *Staphylococcus epidermidis* (ATCC 12228).

- [illegible]

FACTS ON INSTITUTIONS: 2000 OVERVIEW AND A

- [illegible]

1. In studies of the effect of continuous intravenous infusion of 100 mg of morphine on the analgesic effect of 100 mg of morphine given orally, the analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine. This was true in both patients and healthy subjects.
2. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with chronic pain.
3. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with acute pain.
4. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with moderate to severe pain.
5. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with mild to moderate pain.
6. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with severe pain.
7. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with moderate to severe pain.
8. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with mild to moderate pain.
9. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with severe pain.
10. The analgesic effect of the intravenous morphine was found to be significantly greater than that of the oral morphine in patients with moderate to severe pain.

DATE: 04/19/2018 TIME: 15:40:23

1. **RESEARCH**—The authors conducted a cross-sectional study of 1,000 patients with T1D, 500 of whom were attending the diabetes clinic and 500 were recruited from the general population. The study was conducted in the United Kingdom.
2. **DESIGN**—The study was a cross-sectional study.
3. **SETTING**—The study was conducted in the United Kingdom.
4. **PARTICIPANTS**—The study included 1,000 patients with T1D, 500 of whom were attending the diabetes clinic and 500 were recruited from the general population.
5. **MEASUREMENTS AND MAIN RESULTS**—The authors found that the prevalence of T1D in the general population was 1.2%.
6. **CONCLUSIONS**—The authors conclude that the prevalence of T1D in the general population is 1.2%.

- [illegible]

- THE CONTRACTOR SHALL NOTIFY THE STATE THROUGH THE BOARD OF  
COMMISSIONERS OF THE DEPARTMENT OF REVENUE, 111  
N. 1ST ST., DES MOINES, IOWA 50319, OF ANY CHANGES LISTED BELOW.

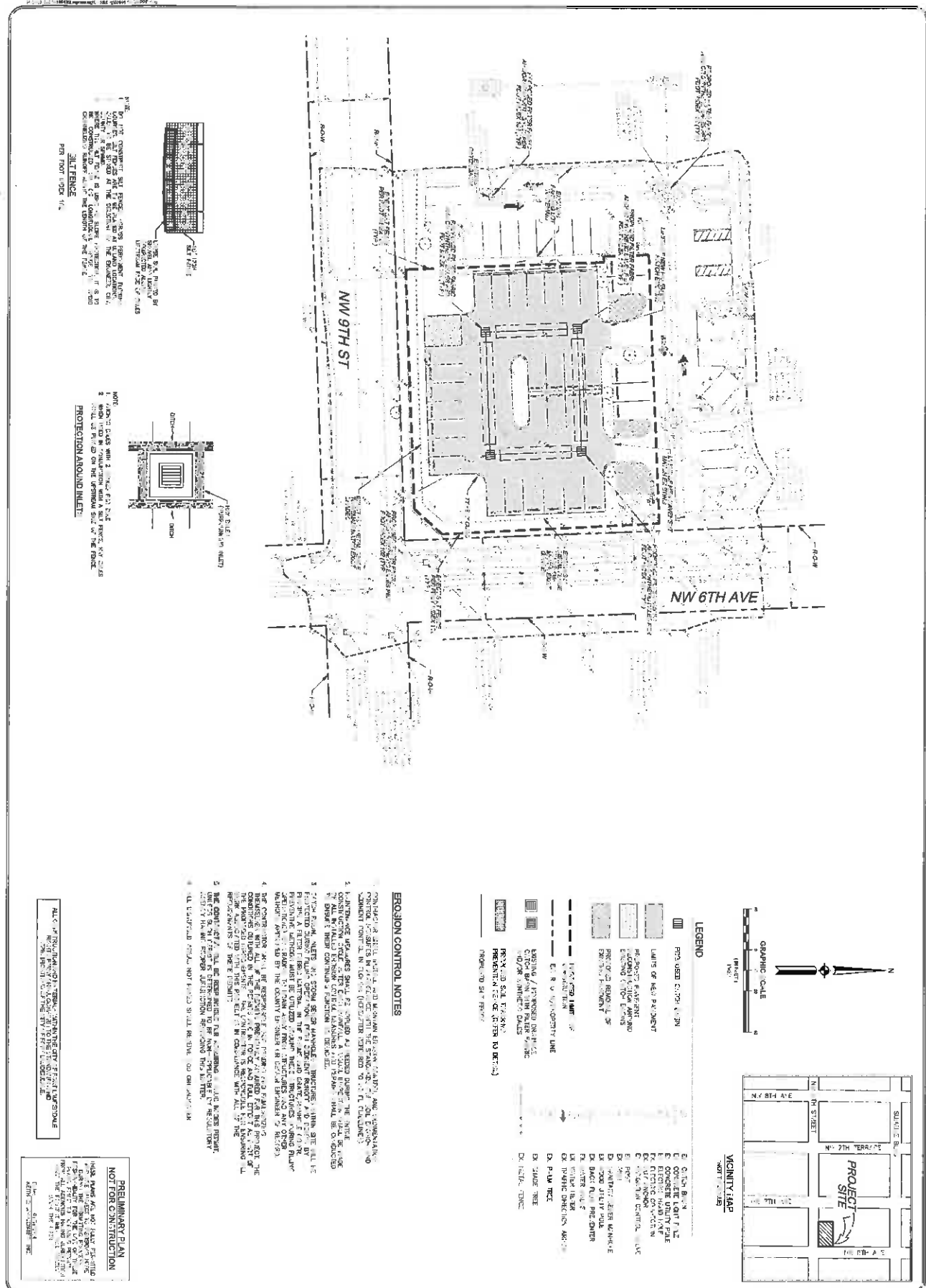
- FROM TO CONDUCTOR, "ANY EVIDENCE OF THE CONSTRUCTION THAT UNDERLIES THE CONSTRUCTION OF THE 'SIN' TERM?"
- A. ON MY FIRST UNDERSTANDING, I DON'T KNOW.
- B. ALTHOUGH, YES, AND THAT'S THE WAY PEOPLE USE IT.
- C. YES, PEOPLE USE IT.
- D. AHA?
- E. COULD YOU?
- F. COULD YOU?
- G. THE SECOND ONE.
- Q. YES, THE SECOND ONE.

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**PRELIMINARY PLAN  
NOT FOR CONSTRUCTION**

THESE PLANS ARE NOT FULLY PERMITTED  
AND ARE SUBJECT TO REVISIONS MADE  
DURING THE PERMITTING PROCESS.  
RESPONSIBILITY FOR THE USE OF THESE  
PLANS, PERIOD OF VIOLATION PENALTIES  
FEDERAL AGENCIES INVOLVED JURISDICTION  
OVER THE PROJECT WILL FALL SOLELY  
UPON THE USER.

Date: 07/24/2014  
Kerry A. Associates, Inc.





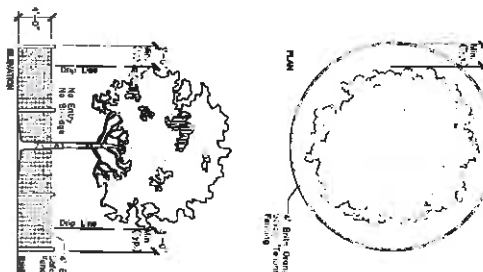
## SCALE: 1"=10'



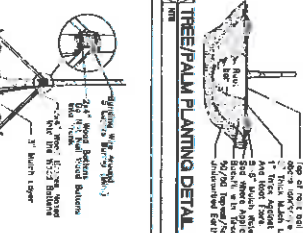
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EXTRACT FROM THE PLANTING INSTRUCTIONS FOR THE

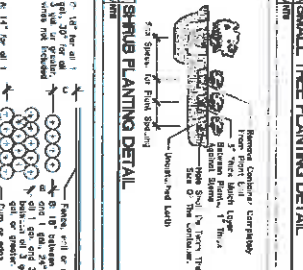
2	EXISTING TREE PROTECTION DETAIL
U2	OPEN AREA



5	TREE/PALM BRACING DETAIL
L-2	MTH



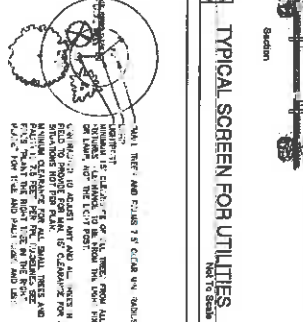
9 TYPICAL PLANT SPACING DETAIL  
(L2) N/A



10	LIGHT POST FIXTURE CLEAR ZONE
L-2	

Plan

NOT TO SCALE



**SOD INSTALLATION DETAIL.**



Good thing we've got  
Hole Shovel™. Trench the  
size of the container/  
Root Ball.

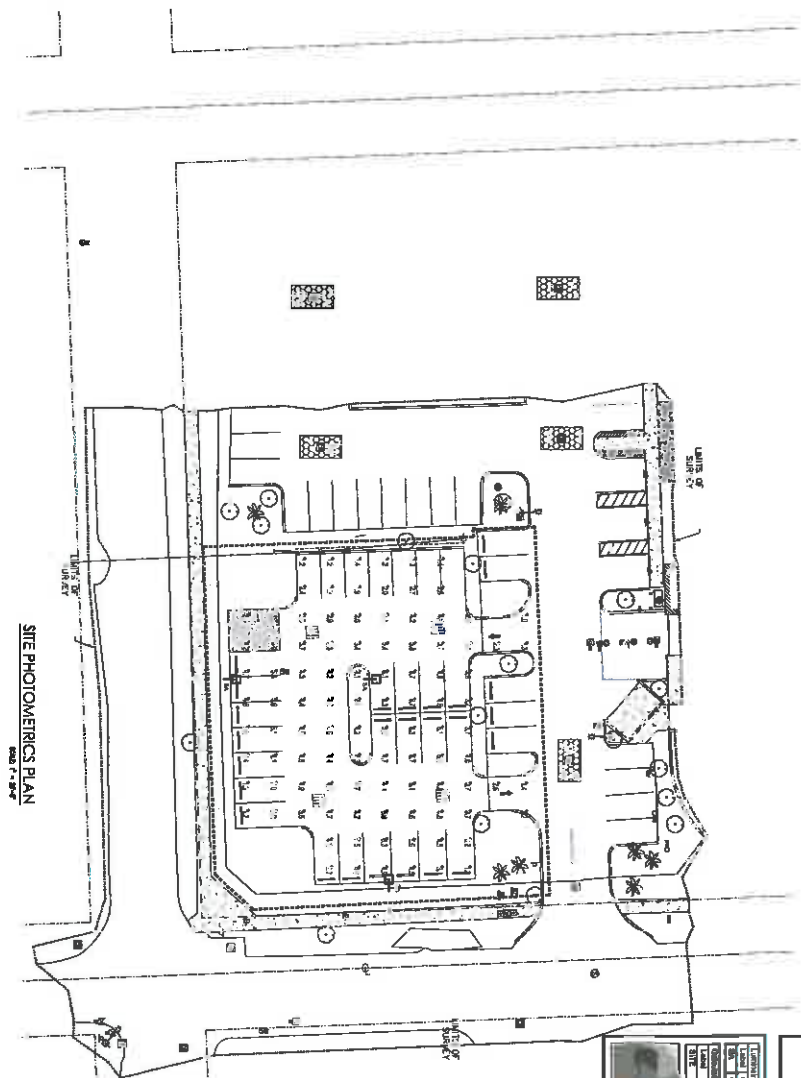


Backflow prevention  
If domestic backflow prevention

[illegible]

**PRELIMINARY PLAN  
NOT FOR CONSTRUCTION**

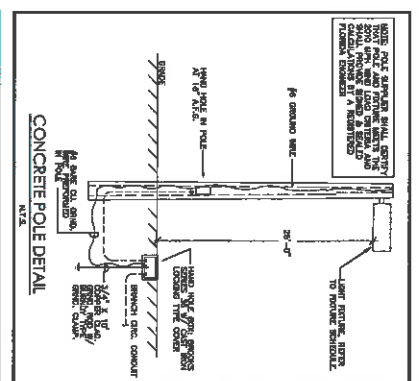




SITE PHOTOMETRICS PLAN  
DATE: 1-1-94



ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
2	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
3	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
4	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
5	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
6	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
7	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
8	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
9	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
10	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
11	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
12	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
13	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
14	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
15	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
16	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
17	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
18	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
19	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00
20	CONCRETE POLE DETAIL	1	EA	1,000.00	1,000.00



<b>BROWARD COUNTY CENTRAL HOMELESS ASSISTANCE CENTER PARKING LOT ADDITION</b> CITY OF FORT LAUDERDALE BROWARD COUNTY	<b>KEITH</b> consulting engineers 301 EAST ATLANTIC BOULEVARD FORT LAUDERDALE, FLORIDA 33304-4943 (954) 788-3441 FAX (954) 788-3600 STATE OF FLORIDA CERTIFICATE OF AUTHORIZATION NUMBER: 1-03	DATE: _____ REVISION: _____	DATE: 06/06/2003 BY: JAMES A. THRELE DRAWN BY: JAMES A. THRELE CHECKED BY: JAMES A. THRELE CAM-18-0394 Exhibit 5
		PROJECT NO. 07699.00 SHEET NO. PH-1	JAMES A. THRELE, P.E. FLORIDA LICENSE NO. 10000 FOR THE PLAN

ATTACHMENT 3  
CENTRAL HOMELESS ASSISTANCE CENTER  
MONUMENT SIGN REQUIREMENTS

The body of the sign for the campus shall include:

- The Broward County official logo

**FORM OF PERFORMANCE BOND:**

BY THIS BOND, We \_\_\_\_\_, as Principal, hereinafter called CONTRACTOR, and \_\_\_\_\_, as Surety, are bound to the Board of County Commissioners of Broward County, Florida, as Obligee, hereinafter called COUNTY, in the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) for the payment whereof CONTRACTOR and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, CONTRACTOR has by written agreement entered into a Contract, Bid/Contract No.: \_\_\_\_\_, awarded the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, with COUNTY which Contract Documents are by reference incorporated herein and made a part hereof, and specifically include provision for liquidated damages, and other damages identified, and for the purposes of this Bond are hereafter referred to as the "Contract";

THE CONDITION OF THIS BOND is that if CONTRACTOR:

1. Performs the Contract between CONTRACTOR and COUNTY for construction of \_\_\_\_\_, the Contract being made a part of this Bond by reference, at the times and in the manner prescribed in the Contract; and
2. Pays COUNTY all losses, liquidated damages, expenses, costs and attorney's fees including appellate proceedings, that COUNTY sustains as a result of default by CONTRACTOR under the Contract; and
3. Performs the guarantee of all work and materials furnished under the Contract for the time specified in the Contract; then THIS BOND IS VOID, OTHERWISE IT REMAINS IN FULL FORCE AND EFFECT.

Whenever CONTRACTOR shall be, and declared by COUNTY to be, in default under the Contract, COUNTY having performed COUNTY obligations thereunder, the Surety may promptly remedy the default, or shall promptly:

FORM OF PERFORMANCE BOND  
(Continued)

- 3.1. Complete the Project in accordance with the terms and conditions of the Contract Documents; or
- 3.2. Obtain a bid or bids for completing the Project in accordance with the terms and conditions of the Contract Documents, and upon determination by Surety of the lowest responsible Bidder, or, if COUNTY elects, upon determination by COUNTY and Surety jointly of the lowest responsible Bidder, arrange for a contract between such Bidder and COUNTY, and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the Contract Price," as used in this paragraph, shall mean the total amount payable by COUNTY to CONTRACTOR under the Contract and any amendments thereto, less the amount properly paid by COUNTY to CONTRACTOR.

No right of action shall accrue on this bond to or for the use of any person or corporation other than COUNTY named herein.

The Surety hereby waives notice of and agrees that any changes in or under the Contract Documents and compliance or noncompliance with any formalities connected with the Contract or the changes does not affect Surety's obligation under this Bond.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

FORM OF PERFORMANCE BOND  
(Continued)

WITNESSES:

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_  
Secretary

By \_\_\_\_\_  
(Signature and Title)

(CORPORATE SEAL)

\_\_\_\_\_  
(Type Name and Title Signed Above)

IN THE PRESENCE OF:

INSURANCE COMPANY:

\_\_\_\_\_  
By \_\_\_\_\_  
Agent and Attorney-in-Fact

Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City/State/Zip Code)

Telephone No.: \_\_\_\_\_

FORM OF PAYMENT BOND:

BY THIS BOND, We \_\_\_\_\_, as  
Principal, hereinafter called CONTRACTOR, and  
\_\_\_\_\_, as Surety, are bound to the Board of County  
Commissioners of Broward County, Florida, as Obligee, hereinafter called COUNTY, in  
the amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) for the  
payment whereof CONTRACTOR and Surety bind themselves, their heirs, executors,  
administrators, successors and assigns, jointly and severally.

WHEREAS, CONTRACTOR has by written agreement entered into a Contract,  
Bid/Contract No.: \_\_\_\_\_, awarded the \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, with COUNTY which Contract Documents are by  
reference incorporated herein and made a part hereof, and specifically include provision  
for liquidated damages, and other damages identified, and for the purposes of this Bond  
are hereafter referred to as the "Contract";

THE CONDITION OF THIS BOND is that if CONTRACTOR:

1. Pays COUNTY all losses, liquidated damages, expenses, costs and attorney's fees including appellate proceedings, that COUNTY sustains because of default by CONTRACTOR under the Contract; and
2. Promptly makes payments to all claimants as defined by Florida Statute 255.05(1) for all labor, materials and supplies used directly or indirectly by CONTRACTOR in the performance of the Contract;

THEN CONTRACTOR'S OBLIGATION SHALL BE VOID; OTHERWISE, IT SHALL REMAIN IN FULL FORCE AND EFFECT SUBJECT, HOWEVER, TO THE FOLLOWING CONDITIONS:

FORM OF PAYMENT BOND  
(Continued)

- 2.1. A claimant, except a laborer, who is not in privity with CONTRACTOR and who has not received payment for its labor, materials, or supplies shall, within forty-five (45) days after beginning to furnish labor, materials, or supplies for the prosecution of the work, furnish to CONTRACTOR a notice that he intends to look to the bond for protection.
- 2.2. A claimant who is not in privity with CONTRACTOR and who has not received payment for its labor, materials, or supplies shall, within ninety (90) days after performance of the labor or after complete delivery of the materials or supplies, deliver to CONTRACTOR and to the Surety, written notice of the performance of the labor or delivery of the materials or supplies and of the nonpayment.
- 2.3. No action for the labor, materials, or supplies may be instituted against CONTRACTOR or the Surety unless the notices stated under the preceding conditions (2.1) and (2.2) have been given.
- 2.4. Any action under this Bond must be instituted in accordance with the Notice and Time Limitations provisions prescribed in Section 255.05(2), Florida Statutes.

The Surety hereby waives notice of and agrees that any changes in or under the Contract Documents and compliance or noncompliance with any formalities connected with the Contract or the changes does not affect the Surety's obligation under this Bond.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

FORM OF PAYMENT BOND  
(Continued)

WITNESSES:

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_  
Secretary

By \_\_\_\_\_  
(Signature and Title)

(CORPORATE SEAL)

\_\_\_\_\_  
(Type Name and Title Signed Above)

IN THE PRESENCE OF:

INSURANCE COMPANY:

By \_\_\_\_\_  
Agent and Attorney-in-Fact

Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City/State/Zip Code)

Telephone No.: \_\_\_\_\_



# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Broward Partnership for the Homeless, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:  
☐ Individual/sole proprietor or single-member LLC  
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶  
☐ C Corporation  
☐ S Corporation  
☐ Partnership  
☐ Trust/estate  
☒ Other (see instructions) ▶ **Nonprofit corporation exempt under IRS Code Section 501(c)(3)**  
**Note.** For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)  
**920 NW 7th Avenue**

6 City, state, and ZIP code  
**Fort Lauderdale, FL 33311**

7 List account number(s) here (optional)

8 Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				

or

Employer identification number								
6	5	-	0	7	7	7	0	3

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign Here** Signature of U.S. person ▶ *Frances M. Espinoza* Date ▶ *5/12/2017*

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**SAM Search Results**  
**List of records matching your search for :**

**Record Status: Active**  
**DUNS Number: 025654083**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	BROWARD PARTNERSHIP FOR THE HOMELESS, INC.	Status:Active
DUNS: 025654083	+4:	CAGE Code: 56E55 DoDAAC:
Expiration Date: Feb 10, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No		
Address: 920 NORTH WEST 7TH AVE City: FORT LAUDERDALE ZIP Code: 33311-7229		
State/Province: FLORIDA Country: UNITED STATES		

## Broward Partnership – Board of Directors Roster

### OFFICERS



**Dodie Keith-Lazowick**  
(Chair)  
President, Keith & Associates, Inc.  
301 East Atlantic Boulevard  
Pompano Beach, FL 33060-6643  
Office: 954-788-3400 Fax: 954-788-3500  
[dkeith@Keith-Associates.com](mailto:dkeith@Keith-Associates.com)

1



**Kenneth A. Gordon, Esq.**  
(Vice Chair)  
Partner, Brinkley Morgan  
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2



**Jan Klein**  
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3



**Stephen Simmons, Esq.**  
(Legal Chair)  
Vice President, Entertainment Law Center  
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4



**John Castelli**  
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Broker/Senior Partner  
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5



**Joanne M. Snead**  
(Resource Development Chair)  
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6



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7



**Dr. Patrick A. Taylor**  
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**Daniel E. Taylor, Esq.**  
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**Elliot P. Borkson, Esq.**  
Elliot P. Borkson, PA  
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10



## BOARD OF DIRECTORS



**Dr. Herbert Brotspies**  
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11



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12



**Mr. Richard Campillo**  
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13



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14



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15



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16



**Bob Haeffner**  
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[Robert.haeffner@jmfamil.com](mailto:Robert.haeffner@jmfamil.com)

17



**Rabbi Sheldon Harr**  
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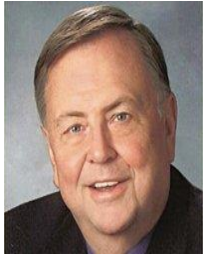
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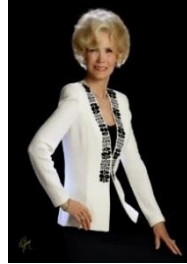
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**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

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Financial Statements

September 30, 2017

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**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Broward Partnership for the Homeless, Inc.

We have audited the accompanying financial statements of Broward Partnership for the Homeless, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2017 and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend upon the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Broward Partnership for the Homeless, Inc. as of September 30, 2017 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



**INDEPENDENT AUDITOR'S REPORT**  
**(continued)**

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated January 23, 2018, on our consideration of Broward Partnership for the Homeless, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Broward Partnership for the Homeless, Inc.'s internal control over financial reporting and compliance.

**ROBBINS AND MORONEY, P.A.**  
Certified Public Accountants

*Robbins and Moroney, P.A.*

Fort Lauderdale, Florida  
January 23, 2018

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**  
Statement of Financial Position  
September 30, 2017

**Assets**

**Current Assets**

Cash and Cash Equivalents	\$ 382,728
Investments	1,652,937
Grants and Contracts Receivable	871,434
Other Receivables	10,900
Prepaid Expenses	<u>99,292</u>
<b>Total Current Assets</b>	<b>3,017,291</b>

**Non-Current Assets**

Property and Equipment, Net	<u>4,091,905</u>
-----------------------------	------------------

<b>Total Assets</b>	<b><u>\$ 7,109,196</u></b>
---------------------	----------------------------

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable and Accrued Expenses	\$ 325,156
Line of Credit	<u>265,000</u>
<b>Total Current Liabilities</b>	<b>590,156</b>

**Non-Current Liabilities**

Deferred Compensation	<u>51,931</u>
-----------------------	---------------

<b>Total Liabilities</b>	<b><u>642,087</u></b>
--------------------------	-----------------------

**Net Assets**

Unrestricted	5,820,092
Temporarily Restricted	587,685
Permanently Restricted	<u>59,332</u>
<b>Total Net Assets</b>	<b><u>6,467,109</u></b>

<b>Total Liabilities and Net Assets</b>	<b><u>\$ 7,109,196</u></b>
---	----------------------------

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

## Statement of Activities

For the Year Ended September 30, 2017

**Unrestricted Net Assets****Support and Revenues**

Government Grants and Contracts	\$ 4,051,119
Contributions and Grants	534,813
Fundraising Events, Net of Costs of \$75,371	328,382
Investment Income	142,620
Contributed Services and Materials	1,269,666
Net Assets Released from Restrictions	<u>666,519</u>
<b>Total Support and Revenues</b>	<u>6,993,119</u>

**Expenses**

Program Services	5,574,566
General and Administrative	621,187
Fundraising	<u>500,868</u>
<b>Total Expenses</b>	<u>6,696,621</u>

**Change in Unrestricted Net Assets Before Depreciation** 296,498

Depreciation (233,242)

**Change in Unrestricted Net Assets** 63,256

**Temporarily Restricted Net Assets**

Contributions and Grants	905,736
Investment Income	24
Net Assets Released From Restrictions	<u>(666,519)</u>

**Change in Temporarily Restricted Net Assets** 239,241

**Permanently Restricted Net Assets**

Contributions	<u>6,000</u>
---------------	--------------

**Change in Permanently Restricted Net Assets** 6,000

**Change in Net Assets** 308,497

**Net Assets, Beginning of Year** 6,158,612

**Net Assets, End of Year** \$ 6,467,109

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Statement of Cash Flows  
For the Year Ended September 30, 2017

**Cash Flows from Operating Activities**

Change in Net Assets	\$ 308,497
Adjustments to Reconcile Change in Net Assets to Net Cash from Operating Activities:	
Depreciation	233,242
Unrealized Gain on Investments	(82,689)
Realized Gain on Investments	(32,625)
Bad Debt	8,333
Changes in Assets and Liabilities:	
Increase in Grants and Contracts Receivable	(463,583)
Increase in Other Receivables	(5,210)
Increase in Prepaid Expenses	(48,208)
Increase in Accounts Payable and Accrued Expenses	106,627
Increase in Deferred Compensation	51,931
<b>Net Cash Flows from Operating Activities</b>	<u>76,315</u>

**Cash Flows from Investing Activities**

Purchases of Investments	(576,375)
Proceeds from Sales of Investments	523,831
Purchases of Property and Equipment	<u>(249,231)</u>
<b>Net Cash Flows from Investing Activities</b>	<u>(301,775)</u>

**Cash Flows from Financing Activities**

Proceeds from Line of Credit	<u>115,000</u>
<b>Net Cash Flows from Investing Activities</b>	<u>115,000</u>

**Net Change in Cash** (110,460)

**Cash, Beginning of Year** 493,188

**Cash, End of Year** \$ 382,728

**Supplemental Information**

Cash Paid During the Period for Interest \$ 10,424

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**Statement of Functional Expenses  
For the Year Ended September 30, 2017

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Payroll and Employee Benefits	\$ 2,622,259	\$ 446,480	\$ 440,068	\$ 3,508,807
Residents' Clothing	574,009			574,009
Supplies	397,151	4		397,155
Food Services	406,915			406,915
Medical Services	66,260			66,260
Contractual Services	318,456			318,456
Utilities	266,914	9,160	2,031	278,105
Resident Housing Assistance	431,720			431,720
Professional Fees	54,312	68,327	21,400	144,039
Residents' Education	161,120			161,120
Insurance	67,291	4,759		72,050
Repairs and Maintenance	92,031	7,974	205	100,210
Office	8,467	42,642	10,880	61,989
Bad Debt		8,333		8,333
Telephone	35,776	3,096	2,904	41,776
Kitchen Supplies	22,553			22,553
Resident Transportation	37,947			37,947
Printing and Reproduction	2,016	8,241	1,541	11,798
Meetings and Seminars	772	3,435	1,902	6,109
Computer Supplies	844	14,152	104	15,100
Miscellaneous	912	2,132	5,821	8,865
Postage and Delivery	486	715	2,663	3,864
Travel and Mileage	6,120	212	117	6,449
Advertising			8,326	8,326
Dues and Subscriptions	235	1,525	2,906	4,666
<b>Total</b>	<u>\$ 5,574,566</u>	<u>\$ 621,187</u>	<u>\$ 500,868</u>	<u>\$ 6,696,621</u>

The accompanying notes are an integral part of these financial statements.

## **BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2017

### **1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization:** Broward Partnership for the Homeless, Inc. ("BPHI") is a non-profit organization whose stated mission is to reduce homelessness by promoting independence and self worth through advocacy, housing, and comprehensive services. This is accomplished through the operation of a 230-bed residential facility in Broward County, Florida (the "Center") that provides job training, computer literacy, life skills case management, education, child care, mental health counseling, medical care and related emergency services for needy individuals and families. Broward Partnership also operates several supportive housing programs that permanently house individuals and families throughout Broward County.

**Date of Management's Review:** In preparing the financial statements, BPHI has evaluated events and transactions for potential recognition or disclosure through January 23, 2018, the date that the financial statements were issued.

**Basis of Accounting:** The accompanying financial statements have been prepared on the accrual basis of accounting. Using this method, revenues are recognized when earned and expenses are recognized when incurred.

**Cash and Cash Equivalents:** BPHI considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

**Grants, Contracts, and Other Receivables:** Grants, contracts and other receivables are stated at the amount management expects to collect from the outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the receivable. Changes in the valuation allowance have not been material to the financial statements.

**Investments:** Investments in equity securities with readily determinable fair values and all investments in debt securities are stated at fair market value in the statement of financial position.

**Property and Equipment:** Purchased property and equipment is carried at cost and donated assets are recorded at fair market value on the date of the gift. Depreciation is computed using the straight-line method. When assets are retired or otherwise disposed of, the cost or donated value and related accumulated depreciation are removed from the statement of financial position and any resulting gain or loss is reflected in the statement of activities.

**Contributed Services and Materials:** Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received. Contributed materials are also recorded at their fair values in the period received.

**Financial Statement Presentation:** Net assets and revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions as follows:

Unrestricted - Includes amounts which have no external restrictions and which are available for support of current operations and includes amounts already spent for property and equipment acquisitions.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2017

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Temporarily Restricted - Includes amounts which have donor-restrictions that can be fulfilled by actions of BPHI pursuant to those restrictions or restrictions that expire by the passage of time.

Permanently Restricted – Includes amounts that are subject to restrictions of the gift instruments requiring that resources be maintained permanently.

**Contributions:** Contributions are recorded as unrestricted or temporarily restricted support depending on the existence and/or nature of any donor restrictions. Time-restricted and purpose-restricted contributions are required to be reported as temporarily restricted support, unless the donor expressly stipulates otherwise. When a restriction expires (that is, when a stipulated time restriction ends or a purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized.

**Fair Value of Financial Instruments:** Cash equivalents, grants and contracts receivable, other receivables, prepaid expenses, other current assets, and accounts payable and accrued expenses are reflected in the financial statements at cost which approximates fair value because of their short-term nature.

**Functional Allocation of Expenses:** The costs of providing the various programs and other activities have been detailed in the statement of functional expenses and summarized on a functional basis in the statement of activities. Salaries and other expenses which are associated with a specific program are charged directly to that program. Labor and other expenses which benefit more than one program are allocated to the various programs based on the relative benefit provided.

**Income Taxes:** As a non-profit corporation, qualified under Section 501(c)(3) of the Internal Revenue Code, BPHI is exempt from corporate income taxation on income related to its exempt function. Therefore, no provision for income taxes has been made in the accompanying financial statements.

During the year ended September 30, 2017, BPHI has not incurred any interest or penalties on its income tax returns. BPHI's tax returns are subject to possible examination by the taxing authorities. For federal income tax purposes the tax returns essentially remain open for possible examination for a period of three years after the respective filing deadlines of those returns.

**Use of Estimates:** The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2017

**2. INVESTMENTS**

At September 30, 2017, investments are comprised of the following:

	<u>Amount</u>	<u>%</u>
Government Securities	\$ 205,864	12
Corporate Bonds	248,224	15
Equities	874,907	53
Mutual Funds	<u>323,942</u>	<u>20</u>
	<u>\$ 1,652,937</u>	<u>100</u>

Investment return is summarized as follows for the year ended September 30, 2017:

Interest and Dividends	\$ 43,188
Realized Gain on Investments	32,625
Unrealized Gain on Investments	82,689
Custodial Fees	<u>(15,858)</u>
	<u>\$ 142,644</u>

**3. GRANTS AND CONTRACTS RECEIVABLE**

Management believes that all receivables are collectible; therefore, BPHI has not included a provision for uncollectible accounts. Any accounts deemed uncollectible are charged to expense when the determination is made. As of September 30, 2017, grants and contracts receivable of \$871,434 are scheduled to be collected within one year.

**4. PROPERTY AND EQUIPMENT**

At September 30, 2017 property and equipment consisted of the following:

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Leasehold Improvements (See Note 7)	\$ 7,092,302	3,203,141	3,889,161
Transportation Equipment	98,144	98,144	
Furniture, Fixtures and Equipment	<u>1,485,774</u>	<u>1,283,030</u>	<u>202,744</u>
	<u>\$ 8,676,220</u>	<u>\$ 4,584,315</u>	<u>\$ 4,091,905</u>

Depreciation expense for 2017 was functionally allocated as follows:

Program Services	\$ 204,087
General and Administrative	13,994
Fundraising	<u>15,161</u>
	<u>\$ 233,242</u>

**5. RESTRICTIONS ON ASSETS**

Temporarily restricted net assets are available for the following purposes:

Family Services Program	\$ 91,415
Dental Services	230,549
Children's Center	16,535
Health Clinic	137,991
Workforce Development	26,758
Special Event	<u>84,437</u>
	<u>\$ 587,685</u>



**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2017

**5. RESTRICTIONS ON ASSETS (continued)**

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of other events specified by donors as follows:

**Purpose and Time Restrictions Accomplished:**

Dental Services	\$ 205,711
Family Services Program	305,562
Children's Center	1,935
Workforce Development	55,930
Health Clinic	62,009
Special Events	35,372
<b>Total Restrictions Released</b>	<b><u>\$ 666,519</u></b>

**6. CONTRIBUTED SERVICES AND MATERIALS**

The value of contributed services and materials are as follows:

**Revenue**

Clothing	\$ 590,020
Supplies	216,663
Education	161,120
Food	251,306
Fundraising Event Goods and Services	25,305
Professional Fees	25,252
	<b><u>\$ 1,269,666</u></b>

**Expenses**

Program Services	\$ 1,219,109
General and Administrative	25,252
Fundraising	25,305
	<b><u>\$ 1,269,666</u></b>

Donated volunteer services with an estimated value of \$212,000 were not recognized in the financial statements because they did not meet the criteria for recognition.

**7. COMMITMENTS AND CONTINGENCIES**

**Lease Commitments:** Leasehold improvements (See Note 4) relate to the construction of a homeless assistance center in Broward County, Florida. The center was constructed by BPHI under an agreement with the County using funds raised from private contributions as well as County funds. The land, comprising approximately 3.41 acres on which the center was constructed, is owned by Broward County and leased to BPHI at an annual rent of \$1 per year in conjunction with BPHI's operating agreement with the County. The lease requires that the premises be used solely as a homeless assistance center providing temporary emergency housing for at least 200 persons. The initial lease term was for five years commencing in January 1998. Since 2007, BPHI's operating agreement with the County and the related lease agreement have been renewed on an annual basis. Last fiscal year the lease was extended to September 30, 2018. The operating agreement has been renewed through September 30, 2018.

**7. COMMITMENTS AND CONTINGENCIES (continued)**

Management believes that renewal of the operating and lease agreements with the County is reasonably assured and, as a result, the leasehold improvements (primarily consisting of amounts related to building the center) are being amortized over their expected useful lives (40 years for the center). In the event that the operating and lease agreements with the County were to terminate, the unamortized amount of leasehold improvements (approximately \$3.9 million at September 30, 2017) would be removed from the financial statements and there would be a corresponding reduction in net assets.

**Contingencies:** Furniture, fixtures and equipment purchased with restricted assets would revert to the donor/grantor upon termination of the lease agreement and/or cessation of operation of a homeless assistance shelter.

**Support:** BPHI receives the majority of its support from various government grants.

**8. LINE OF CREDIT**

BPHI has a \$500,000 bank line of credit. The line of credit matures on September 20, 2019. Interest is at the bank's prime rate. There was a \$265,000 outstanding balance on the note at September 30, 2017.

**9. CONCENTRATION OF CREDIT RISK**

BPHI maintains cash accounts which, at times, may exceed insured limits. At September 30, 2017, BPHI had approximately \$380,000 in cash, of which approximately \$91,000 was in excess of the applicable guarantee agency.

Financial instruments which potentially subject BPHI to concentrations of credit risk consist principally of cash equivalents and unsecured receivables. BPHI's ability to collect these receivables is dependent upon economic conditions and the financial condition of its customers. BPHI has not experienced significant losses related to receivables. Management believes no additional credit risk is inherent in BPHI's receivables.

BPHI's investments are exposed to various risks such as interest rate, market and credit risk. Due to the level of risk associated with certain investments, it is at least reasonably possible that changes in the values of investments will occur in the near term and that such changes could materially affect the amounts reported in the statement of financial position.

**10. RETIREMENT PLAN**

On October 1, 1998, BPHI began a Section 403(b) retirement plan. In order to be eligible to participate in the plan, employees must be at least 18 years old, work 1,000 hours or more per year and have completed 1 year of service. Additionally, BPHI may annually elect to match from 0% to 3% of an eligible employee's annual compensation up to the amount of the employee's elective deferral. For the year ended September 30, 2017, BPHI contributed \$46,029 to the plan.

Effective January 1, 2017, BPHI established a deferred compensation plan under section 457(f) of the Internal Revenue Code for its Chief Executive Officer (CEO). The plan requires non-elective employer deferrals. Upon the CEO's death, disability, involuntary separation from service without cause or attainment of age seventy (70), BPHI will provide her with a benefit equal to the amount of its contributions. The benefits are adjusted for actual investment returns and losses. The accumulated benefit in the plan as of September 30, 2017 is \$51,931. Annual contributions made by BPHI under this plan total \$50,000 for the year ended September 30, 2017.

## **BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2017

### **11. FAIR VALUE MEASUREMENTS**

Accounting Standards Codification 820 ("ASC 820") Fair Value Measurements establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under ASC 820 are described below:

**Level 1** Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that BPHI has the ability to access.

**Level 2** Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

**Level 3** Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets and liabilities measured at fair value on a recurring basis:

**Government Securities, Corporate Bonds and Equities:** Shares valued at the closing price reported on the active market on which the shares are traded.

**Mutual Funds:** Valued at the net asset value of shares held by BPHI at year end as reported on the active market on which the shares are traded.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while BPHI believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**  
Notes to Financial Statements  
September 30, 2017

**11. FAIR VALUE MEASUREMENTS (continued)**

The following table sets forth by level, within the fair value hierarchy, BPHI's assets at fair value as of September 30, 2017:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
<b>Assets:</b>				
Government Securities	\$ 205,864	\$ 205,864	\$	\$
Corporate Bonds	248,224	248,224		
Equities	874,907	874,907		
Mutual Funds	323,942	323,942		
Total Assets at Fair Value	<u>\$ 1,652,937</u>	<u>\$ 1,652,937</u>	<u>\$</u>	<u>\$</u>

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Broward Partnership for the Homeless, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller of the United States, the financial statements of Broward Partnership for the Homeless, Inc., (the "BPHI"), (a nonprofit organization), which comprise the statement of financial position as of September 30, 2017 and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated January 23, 2018.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the BPHI's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the BPHI's internal control. Accordingly, we do not express an opinion on the effectiveness of the BPHI's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the BPHI's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS  
(continued)**

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the BPHI's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the BPHI's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**ROBBINS AND MORONEY, P.A.**  
Certified Public Accountants

*Robbins and Moroney, P.A.*

Fort Lauderdale, Florida  
January 23, 2018

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

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Financial Statements

September 30, 2016

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**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Broward Partnership for the Homeless, Inc.

We have audited the accompanying financial statements of Broward Partnership for the Homeless, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2016 and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend upon the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Broward Partnership for the Homeless, Inc. as of September 30, 2016 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**INDEPENDENT AUDITOR'S REPORT**  
**(continued)**

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated January 23, 2017, on our consideration of Broward Partnership for the Homeless, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Broward Partnership for the Homeless, Inc.'s internal control over financial reporting and compliance.

**ROBBINS and LANDINO, P.A.**  
Certified Public Accountants

*Robbins and Landino, P.A.*

Fort Lauderdale, Florida  
January 23, 2017

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Statement of Financial Position

September 30, 2016

**Assets**

**Current Assets**

Cash and Cash Equivalents	\$ 493,188
Investments	1,485,079
Grants and Contracts Receivable	416,184
Other Receivables	5,690
Prepaid Expenses	48,305
Other	<u>2,779</u>
<b>Total Current Assets</b>	<b>2,451,225</b>

**Non-Current Assets**

Property and Equipment, Net	<u>4,075,916</u>
-----------------------------	------------------

**Total Assets** \$ 6,527,141

**Liabilities and Net Assets**

**Current Liabilities**

Accounts Payable and Accrued Expenses	\$ 218,529
Line of Credit	<u>150,000</u>
<b>Total Current Liabilities</b>	<u><u>368,529</u></u>

**Net Assets**

Unrestricted	5,756,836
Temporarily Restricted	348,444
Permanently Restricted	<u>53,332</u>
<b>Total Net Assets</b>	<u><u>6,158,612</u></u>

**Total Liabilities and Net Assets** \$ 6,527,141

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

## Statement of Activities

For the Year Ended September 30, 2016

**Unrestricted Net Assets****Support and Revenues**

Government Grants and Contracts	\$ 3,227,807
Contributions and Grants	823,152
Fundraising Events, Net of Costs of \$67,654	376,165
Investment Income	116,499
Contributed Services and Materials	1,029,238
Net Assets Released from Restrictions	<u>495,464</u>
<b>Total Support and Revenues</b>	<u>6,068,325</u>

**Expenses**

Program Services	5,000,465
General and Administrative	562,791
Fundraising	<u>558,927</u>
<b>Total Expenses</b>	<u>6,122,183</u>

**Change in Unrestricted Net Assets Before Depreciation** (53,858)

Depreciation (231,981)

**Change in Unrestricted Net Assets** (285,839)

**Temporarily Restricted Net Assets**

Contributions and Grants	614,373
Investment Income	23
Net Assets Released From Restrictions	<u>(495,464)</u>

**Change in Temporarily Restricted Net Assets** 118,932

**Permanently Restricted Net Assets**

Contributions	<u>7,000</u>
---------------	--------------

**Change in Permanently Restricted Net Assets** 7,000

**Change in Net Assets** (159,907)

**Net Assets, Beginning of Year** 6,318,519

**Net Assets, End of Year** \$ 6,158,612

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**Statement of Cash Flows  
For the Year Ended September 30, 2016**Cash Flows from Operating Activities**

Change in Net Assets	\$ (159,907)
Adjustments to Reconcile Change in Net Assets to Net Cash from Operating Activities:	
Depreciation	231,981
Unrealized Gain on Investments	(74,059)
Realized Gain on Investments	(15,818)
Bad Debt	40,979
Changes in Assets and Liabilities:	
Decrease in Grants and Contracts Receivable	45,972
Increase in Other Receivables	(590)
Increase in Prepaid Expenses	(445)
Decrease in Accounts Payable and Accrued Expenses	<u>(78,112)</u>
<b>Net Cash Flows from Operating Activities</b>	<u>(9,999)</u>

**Cash Flows from Investing Activities**

Purchases of Investments	(1,616,294)
Proceeds from Sales of Investments	1,657,352
Purchases of Property and Equipment	<u>(49,914)</u>
<b>Net Cash Flows from Investing Activities</b>	<u>(8,856)</u>

**Cash Flows from Financing Activities**

Payments on Line of Credit	<u>(72,000)</u>
<b>Net Cash Flows from Investing Activities</b>	<u>(72,000)</u>

**Net Change in Cash** (90,855)

**Cash, Beginning of Year** 584,043

**Cash, End of Year** \$ 493,188

**Supplemental Information**

Cash Paid During the Period for Interest \$ 5,352

The accompanying notes are an integral part of these financial statements.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**Statement of Functional Expenses  
For the Year Ended September 30, 2016

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Payroll and Employee Benefits	\$ 2,500,945	\$ 331,157	\$ 479,477	\$ 3,311,579
Residents' Clothing	541,590			541,590
Supplies	341,717	2,981		344,698
Food Services	237,321			237,321
Medical Services	63,750			63,750
Contractual Services	344,444			344,444
Utilities	245,244	4,522	2,261	252,027
Resident Housing Assistance	307,778			307,778
Professional Fees	51,737	118,479	27,752	197,968
Residents' Education	152,000			152,000
Insurance	67,122	4,776		71,898
Repairs and Maintenance	57,592	4,929	222	62,743
Office	4,245	29,531	9,765	43,541
Bad Debt		40,979		40,979
Telephone	32,364	3,858	3,952	40,174
Kitchen Supplies	19,371			19,371
Resident Transportation	27,386			27,386
Printing and Reproduction	1,003	8,300	5,337	14,640
Meetings and Seminars	69	3,442	16,454	19,965
Computer Supplies	249	3,913	459	4,621
Miscellaneous	1,607	3,641	5,255	10,503
Postage and Delivery	436	1,527	1,308	3,271
Travel and Mileage	1,845	558	297	2,700
Advertising			3,206	3,206
Dues and Subscriptions	650	198	3,182	4,030
<b>Total</b>	<u>\$ 5,000,465</u>	<u>\$ 562,791</u>	<u>\$ 558,927</u>	<u>\$ 6,122,183</u>

The accompanying notes are an integral part of these financial statements.

## **BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

### **1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization:** Broward Partnership for the Homeless, Inc. ("BPHI") is a non-profit organization whose stated mission is to reduce homelessness by promoting independence and self worth through advocacy, housing, and comprehensive services. This is accomplished through the operation of a 230-bed residential facility in Broward County, Florida (the "Center") that provides job training, computer literacy, life skills case management, education, child care, mental health counseling, medical care and related emergency services for needy individuals and families. Broward Partnership also operates several supportive housing programs that permanently house individuals and families throughout Broward County.

**Date of Management's Review:** In preparing the financial statements, BPHI has evaluated events and transactions for potential recognition or disclosure through January 23, 2017, the date that the financial statements were issued.

**Basis of Accounting:** The accompanying financial statements have been prepared on the accrual basis of accounting. Using this method, revenues are recognized when earned and expenses are recognized when incurred.

**Cash and Cash Equivalents:** BPHI considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

**Grants, Contracts, and Other Receivables:** Grants, contracts and other receivables are stated at the amount management expects to collect from the outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the receivable. Changes in the valuation allowance have not been material to the financial statements.

**Investments:** Investments in equity securities with readily determinable fair values and all investments in debt securities are stated at fair market value in the statement of financial position.

**Property and Equipment:** Purchased property and equipment is carried at cost and donated assets are recorded at fair market value on the date of the gift. Depreciation is computed using the straight-line method. When assets are retired or otherwise disposed of, the cost or donated value and related accumulated depreciation are removed from the statement of financial position and any resulting gain or loss is reflected in the statement of activities.

**Contributed Services and Materials:** Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received. Contributed materials are also recorded at their fair values in the period received.

**Financial Statement Presentation:** Net assets and revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions as follows:

Unrestricted - Includes amounts which have no external restrictions and which are available for support of current operations and includes amounts already spent for property and equipment acquisitions.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Temporarily Restricted - Includes amounts which have donor-restrictions that can be fulfilled by actions of BPHI pursuant to those restrictions or restrictions that expire by the passage of time.

Permanently Restricted – Includes amounts that are subject to restrictions of the gift instruments requiring that resources be maintained permanently.

**Contributions:** Contributions are recorded as unrestricted or temporarily restricted support depending on the existence and/or nature of any donor restrictions. Time-restricted and purpose-restricted contributions are required to be reported as temporarily restricted support, unless the donor expressly stipulates otherwise. When a restriction expires (that is, when a stipulated time restriction ends or a purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized.

**Fair Value of Financial Instruments:** Cash equivalents, grants and contracts receivable, other receivables, prepaid expenses, other current assets, and accounts payable and accrued expenses are reflected in the financial statements at cost which approximates fair value because of their short-term nature.

**Functional Allocation of Expenses:** The costs of providing the various programs and other activities have been detailed in the statement of functional expenses and summarized on a functional basis in the statement of activities. Salaries and other expenses which are associated with a specific program are charged directly to that program. Labor and other expenses which benefit more than one program are allocated to the various programs based on the relative benefit provided.

**Income Taxes:** As a non-profit corporation, qualified under Section 501(c)(3) of the Internal Revenue Code, BPHI is exempt from corporate income taxation on income related to its exempt function. Therefore, no provision for income taxes has been made in the accompanying financial statements.

During the year ended September 30, 2016, BPHI has not incurred any interest or penalties on its income tax returns. BPHI's tax returns are subject to possible examination by the taxing authorities. For federal income tax purposes the tax returns essentially remain open for possible examination for a period of three years after the respective filing deadlines of those returns.

**Use of Estimates:** The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.



**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

**2. INVESTMENTS**

At September 30, 2016, investments are comprised of the following:

	<u>Amount</u>	<u>%</u>
Government Securities	\$ 203,102	14
Corporate Bonds	215,863	15
Equities	748,571	50
Mutual Funds	317,543	21
	<u>\$ 1,485,079</u>	<u>100</u>

Investment return is summarized as follows for the year ended September 30, 2016:

Interest and Dividends	\$ 46,558
Realized Gain on Investments	15,818
Unrealized Gain on Investments	74,059
Custodial Fees	(19,913)
	<u>\$ 116,522</u>

**3. GRANTS AND CONTRACTS RECEIVABLE**

Management believes that all receivables are collectible; therefore, BPHI has not included a provision for uncollectible accounts. Any accounts deemed uncollectible are charged to expense when the determination is made. As of September 30, 2016, grants and contracts receivable of \$416,184 are scheduled to be collected within one year.

**4. PROPERTY AND EQUIPMENT**

At September 30, 2016 property and equipment consisted of the following:

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Leasehold Improvements (See Note 7)	\$ 6,910,785	3,028,297	3,882,488
Transportation Equipment	98,144	98,144	
Furniture, Fixtures and Equipment	1,418,060	1,224,632	193,428
	<u>\$ 8,426,989</u>	<u>\$ 4,351,073</u>	<u>\$ 4,075,916</u>

Depreciation expense for 2016 was functionally allocated as follows:

Program Services	\$ 202,983
General and Administrative	13,919
Fundraising	15,079
	<u>\$ 231,981</u>

**5. RESTRICTIONS ON ASSETS**

Temporarily restricted net assets are available for the following purposes:

Family Services Program	\$ 138,953
Dental Services	144,461
Children's Center	16,970
Workforce Development	12,688
Special Event	35,372
	<u>\$ 348,444</u>

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

**5. RESTRICTIONS ON ASSETS (continued)**

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of other events specified by donors as follows:

**Purpose and Time Restrictions Accomplished:**

Dental Services	\$ 221,079
Family Services Program	219,871
Children's Center	2,202
Workforce Development	<u>52,312</u>
<b>Total Restrictions Released</b>	<b><u>\$ 495,464</u></b>

**6. CONTRIBUTED SERVICES AND MATERIALS**

The value of contributed services and materials are as follows:

**Revenue**

Clothing	\$ 548,744
Supplies	176,175
Education	152,000
Food	94,511
Fundraising Event Goods and Services	46,170
Professional Fees	<u>11,638</u>
	<b><u>\$ 1,029,238</u></b>

**Expenses**

Program Services	\$ 971,430
General and Administrative	11,638
Fundraising	<u>46,170</u>
	<b><u>\$ 1,029,238</u></b>

Donated volunteer services with an estimated value of \$219,000 were not recognized in the financial statements because they did not meet the criteria for recognition.

**7. COMMITMENTS AND CONTINGENCIES**

**Lease Commitments:** Leasehold improvements (See Note 4) relate to the construction of a homeless assistance center in Broward County, Florida. The center was constructed by BPHI under an agreement with the County using funds raised from private contributions as well as County funds. The land, comprising approximately 3.41 acres on which the center was constructed, is owned by Broward County and leased to BPHI at an annual rent of \$1 per year in conjunction with BPHI's operating agreement with the County. The lease requires that the premises be used solely as a homeless assistance center providing temporary emergency housing for at least 200 persons. The initial lease term was for five years commencing in January 1998. Since 2007, BPHI's operating agreement with the County and the related lease agreement have been renewed on an annual basis. Last fiscal year the lease was extended to September 30, 2018. The operating agreement has been renewed through September 30, 2017.

## **BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

### **7. COMMITMENTS AND CONTINGENCIES (continued)**

Management believes that renewal of the operating and lease agreements with the County is reasonably assured and, as a result, the leasehold improvements (primarily consisting of amounts related to building the center) are being amortized over their expected useful lives (40 years for the center). In the event that the operating and lease agreements with the County were to terminate, the unamortized amount of leasehold improvements (approximately \$3.9 million at September 30, 2016) would be removed from the financial statements and there would be a corresponding reduction in net assets.

**Contingencies:** Furniture, fixtures and equipment purchased with restricted assets would revert to the donor/grantor upon termination of the lease agreement and/or cessation of operation of a homeless assistance shelter.

**Support:** BPHI receives the majority of its support from various government grants.

### **8. LINE OF CREDIT**

BPHI has a \$500,000 bank line of credit. The line of credit is due on demand and matures on September 20, 2017. Interest is at the bank's prime rate. There was a \$150,000 outstanding balance on the note at September 30, 2016.

### **9. CONCENTRATION OF CREDIT RISK**

BPHI maintains cash accounts which, at times, may exceed insured limits. At September 30, 2016, BPHI had approximately \$500,000 in cash, of which approximately \$108,000 was in excess of the applicable guarantee agency.

Financial instruments which potentially subject BPHI to concentrations of credit risk consist principally of cash equivalents and unsecured receivables. BPHI's ability to collect these receivables is dependent upon economic conditions and the financial condition of its customers. BPHI has not experienced significant losses related to receivables. Management believes no additional credit risk is inherent in BPHI's receivables.

BPHI's investments are exposed to various risks such as interest rate, market and credit risk. Due to the level of risk associated with certain investments, it is at least reasonably possible that changes in the values of investments will occur in the near term and that such changes could materially affect the amounts reported in the statement of financial position.

### **10. RETIREMENT PLAN**

On October 1, 1998, BPHI began a Section 403(b) retirement plan. In order to be eligible to participate in the plan, employees must be at least 18 years old, work 1,000 hours or more per year and have completed 1 year of service. Additionally, BPHI may annually elect to match from 0% to 3% of an eligible employee's annual compensation up to the amount of the employee's elective deferral. For the year ended September 30, 2016, BPHI contributed \$54,463 to the plan.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

**11. FAIR VALUE MEASUREMENTS**

Accounting Standards Codification 820 ("ASC 820") Fair Value Measurements establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurement) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under ASC 820 are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that BPHI has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets and liabilities measured at fair value on a recurring basis:

**Government Securities, Corporate Bonds and Equities:** Shares valued at the closing price reported on the active market on which the shares are traded.

**Mutual Funds:** Valued at the net asset value of shares held by BPHI at year end as reported on the active market on which the shares are traded.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while BPHI believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

**BROWARD PARTNERSHIP FOR THE HOMELESS, INC.**

Notes to Financial Statements

September 30, 2016

**11. FAIR VALUE MEASUREMENTS (continued)**

The following table sets forth by level, within the fair value hierarchy, BPHI's assets at fair value as of September 30, 2016:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
<b>Assets:</b>				
Government Securities	\$ 203,102	\$ 203,102	\$	\$
Corporate Bonds	215,863	215,863		
Equities	748,571	748,571		
Mutual Funds	317,543	317,543		
Total Assets at Fair Value	<u>\$ 1,485,079</u>	<u>\$ 1,485,079</u>	<u>\$</u>	<u>\$</u>

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Broward Partnership for the Homeless, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller of the United States, the financial statements of Broward Partnership for the Homeless, Inc., (the "BPHI"), (a nonprofit organization), which comprise the statement of financial position as of September 30, 2016 and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated January 23, 2017.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the BPHI's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the BPHI's internal control. Accordingly, we do not express an opinion on the effectiveness of the BPHI's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the BPHI's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS  
(continued)**

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the BPHI's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the BPHI's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**ROBBINS AND LANDINO, P.A.**  
Certified Public Accountants

*Robbins and Landino, P.A.*

Fort Lauderdale, Florida  
January 23, 2017



October 31, 2017

Frances Esposito  
Chief Executive Officer  
Broward Partnership for the Homeless, Inc  
920 NW 7<sup>th</sup> Avenue.  
Fort Lauderdale, FL 33311

Dear Ms. Esposito,

The City of Fort Lauderdale conducted its annual desktop monitoring for Fiscal Year 2016-2017. We corresponded primarily with Laura Turk who submitted all the requested documents in a timely manner.

The City conducted a thorough review of the documents submitted. The information was cross-referenced with a sampling of Broward Partnership's monthly request for reimbursement. Based on the sampling of the documentation, the City found these records to be satisfactory and in compliance with Community Development Block Grant (CDBG) requirements.

**Findings:**

There were no findings of significance at this time.

**Concerns:**

Based on the type of monitoring conducted, the City was not able to identify concerns at this time.

**Comments:**

Broward Partnership has been a valuable partner in serving the needs of Fort Lauderdale homeless population. There are no immediate actions required. However, prior to future funding request the City would like to conduct an onsite visit and review your program policies at that time.

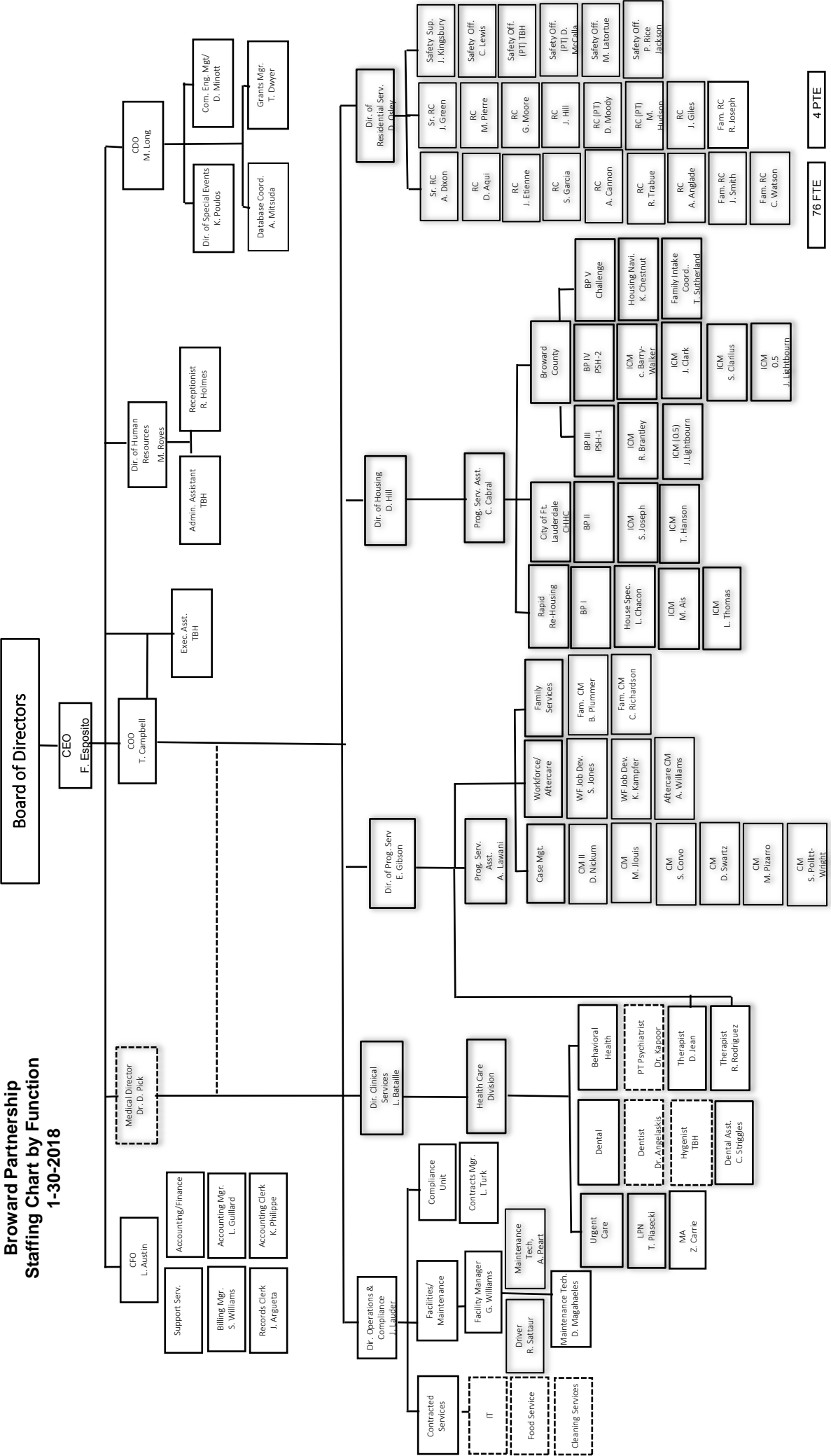
Thank you for choosing to serve the needs of the Fort Lauderdale Community.

Sincerely,

Rachel Williams, MS  
Acting Grants Administrator



Broward Partnership  
Staffing Chart by Function  
1-30-2018



76 FTE 4 PTE

# Frances M. Esposito

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[fesposito@bphi.org](mailto:fesposito@bphi.org)

## SUMMARY

Over twenty-five (25) years of executive level experience providing strategic leadership and direction in the public sector human services environment. A proven track record in the successful start-up and re-engineering of multi-million dollar non-profit entities, the development and facilitation of strategic planning, board development, public advocacy, risk management, fund development and governmental relations. Presenting a strong, polished image to relevant stakeholders, articulate and adept at the implementation of innovative special needs programming, the design and execution of fund development programs and the cultivation of diverse public/private constituencies. Longstanding relationships with and in-depth knowledge of private and governmental resources.

## PROFESSIONAL BACKGROUND

### **Broward Partnership, Inc.**

**Fort Lauderdale, Florida**

**1998 - Present**

- **Chief Executive Officer** of a multi-million dollar human services organization specializing in the delivery of comprehensive services and permanent housing to homeless men, women and families. Oversaw the construction, outfitting and opening of the Broward County Central Homeless Assistance Center/Huizenga Campus. Responsible for the development and implementation of strategic planning and best practice operational plans in compliance with all federal, state and local regulatory requirements. Responsible for policy implementation and direction of all fiscal, programmatic, human resources, fund development and risk management practices. Function as an advocate and liaison to all external communities including but not limited to private and public sector funders at local, state and federal levels.

### **Camillus House, Inc.**

**and Camillus Health Concern, Inc.**

**Miami, Florida**

**1992 - 1998**

- **Chief Operating Officer** of two (2) multi-million dollar social service agencies dedicated to the indigent and homeless population of Miami-Dade County. Responsible for strategic planning, budgeting, risk management, contract negotiations, facility planning, human resources, IT, operations management, new construction oversight, the development and administration of a Federally Qualified Healthcare Center (FQHC), Drug & Substance Abuse Rehabilitation Programming, two (2) Transitional Housing Sites and Emergency Service Programming.

### **Fine Jacobson Schwartz Nash Block & England, P.A.,**

**Miami, Fort Lauderdale and Jacksonville, Florida**

**1984 - 1992**

- **Project Director of the Miami-Dade County Community Homeless Assistance Project – August – December 1991 (CHAP)** - As the “lent executive” to the Governor of Florida’s multi-million dollar state & county initiative, successfully orchestrated the closure of a 550 person homeless encampment situated under Miami’s Interstate 395 overpass. CHAP served as the project model for the creation of the non-profit agency - Chapman Partnership, Inc.

**- Director of Marketing (1990 -1992)**

Responsible for the Business Development and Public Relations Programs for 3 office locations throughout the state of Florida.

**- Director of Personnel and National Recruitment Administrator (1987-1990)**

Responsible for all human resource functions (professional & support staff) and direction of the national recruitment campaign. Supervision of 55-member secretarial staff.

**- Assistant Administrator (1984-1987)**

Responsible for administrative oversight of finance, facility operations and support staff.

**Ruden Barnett McClosky Schuster & Russell, P.A.**

**Fort Lauderdale, Florida**

**1974 - 1984**

Civil litigation secretary; Certified Commercial Litigation Paralegal (CLA)

**EDUCATION**

On-going Leadership Series of Executive Skills Development –  
Bank of America - Branch Bank & Trust - Community Foundation of Broward County

Strategic Perspectives in Nonprofit Management, July 2001  
Executive Education Program  
Harvard Business School, Cambridge, Massachusetts

Bachelor of Science – *Summa cum Laude*  
Barry University, Miami Shores, Florida  
Awards: *Most Outstanding Graduate*

**COMMUNITY ACTIVITIES**

- Broward Workshop – Urban Core Committee - 2015 – Present
- Housing Council of Broward County - 2011 – Present
- Nonprofit Executive Alliance of Broward County – Vice President - 2008 – Present
- Broward County Homeless Initiative Partnership – BOD Member - 1999 – 2014
- Broward Health - Healthcare for the Homeless Advisory Board - 1998 – 2003

**AWARDS**

- Broward County Crime Commission – T. Magill Community Service Award - 2016
- The Jim Moran Foundation Award – October 2014
- Lifetime Achievement Award – 2012 Finalist – 211 Broward, Inc.
- Circle of Excellence Award - Greater Fort Lauderdale Chamber of Commerce - 2006
- Realtor Association of Greater Fort Lauderdale International Women's Day - 2006
- Woman of Distinction Award, March of Dimes - 2001
- Miami-Dade Homeless Trust - Outstanding Contributions to the Continuum of Care - 1999

# T O M   C A M P B E L L

## **Broward Partnership for the Homeless**

**January 2016 – present**

*A non-profit organization that provides housing and social services to more than 1,300 persons experiencing homelessness every year.*

### **Chief Operating Officer**

- Work with the CEO and leadership team to execute and implement agency-wide policies to ensure quality control, cost efficiencies, and organizational compliance.
- Responsible for day-to-day activities of all programs, including direct supervision of program and housing services, information technology, facilities, maintenance, and contracts management.
- Assist with annual budget preparation and related financial forecasts; analyze and translate program, financial, and administrative data into effective tactical and strategic processes.
- Develop systems to monitor, manage, and administer contracts; counsel with the CEO and CFO on financial and/or legal matters associated with forms of agreement that obligate the agency.
- Act as primary liaison on program-related projects associated with independent consultants and/or auditors enlisted to provide program or agency-wide evaluations.
- Act as an Interim in the absence of the CEO.

## **Camillus Health Concern, Inc.**

**July 2011 – January 2016**

*A Federally Qualified Health Center in Miami that serves approximately 6,000 poor and homeless patients every year.*

### **Vice President, Operations, Programs & Services (previously Assistant Executive Director)**

- Responsible for all day-to-day activities of the health center, including direct supervision of patient registration, scheduling, clinical support, substance abuse treatment programs, information technology, facilities, and capital improvement projects.
- Provided leadership to a multi-disciplinary team of providers, professionals, and paraprofessionals.
- Developed, in concert with the CEO, the health center's plans and programs in evaluating and advising on the impact of long range planning and changes in work requirements for staff.
- Developed and delivered analysis reports for various Committees of the Board of Directors.
- Enhanced, developed, implemented, and enforced policies and procedures to improve the overall quality of health center services and to ensure compliance with regulatory agencies, third party payers, and grantors.
- Developed departmental budgets and monitored expenditures, purchasing, capital expenditures, contracts, audits, and grants.
- Developed and maintained relationships with community partners, funding sources, and vendors.
- Personally secured \$750,000 in new funding in fiscal year 2013-14, resulting in an approximate 15% increase in annual budget and staffing levels.
- Acted as an Interim in the absence of the CEO.

## **The School Board of Broward County, Florida**

**January 2007 – December 2010**

*The nation's 6<sup>th</sup> largest school district with 255,000 students, 288 schools, and an annual operating budget of \$5B.*

### **Grants Specialist**

- Maintained approximately \$160M in formula and competitive grant funds by writing and submitting proposals, developing budgets, crafting and submitting fiscal and programmatic reports, and ensuring compliance with guidelines and regulations.
- Reviewed contracts and grant award agreements; interpreted requirements for executive management and program staff; facilitated audits and site visits to ensure programmatic and fiscal compliance.

- Developed and administered training presentations for grant proposal development and grants management to various levels of staff and management.
- Supervised Office Manager and Budget Support Specialist positions and all functions.

**City of Miami, Florida**

**September 2005 – January 2007**

*A metropolitan municipal government serving 433,000 residents with an annual operating budget of \$500M.*

**Grant Writer**

- Maintained approximately \$20M in competitive grant funds by writing and submitting proposals, developing budgets, crafting and submitting fiscal and programmatic reports, and handling compliance issues; personally secured a total of \$8.1M in grant funding in one year.
- Assisted with the development of city programs, including social and homeless services, neighborhood services, parks and recreation, public facilities, community development, agriculture, and construction.
- Served as the designated “Change Agent” overseeing the department’s strategic objectives, SMART goals, and balanced scorecard activities.
- Served as the liaison between the department and Oracle programmers during the development of a Grants module for the City’s new Oracle-based financial information system.

**Camillus House, Inc., Miami, Florida (multiple positions)**

**February 1999 – September 2005**

*A multidisciplinary agency providing housing, mental health and substance abuse treatment, job training, social services, and health care for more than 12,000 persons experiencing homelessness every year.*

**Director of Evaluation & Quality Assurance / Corporate Compliance Officer March 2004 – September 2005**

- Developed and implemented a quality monitoring and improvement program to ensure compliance with accreditation standards; supervised interdepartmental subcommittees.
- Conducted audits and assessments of various program-specific and organization-wide operations and made recommendations for improvements.
- Supervised Grants Manager and all grants functions.
- Oversaw Corporate Compliance Program designed to prevent, detect, and respond to fraud, misuse of funds, and unethical conduct.

**Grants Manager**

**November 1999 – March 2004**

- Maintained approximately \$4M in competitive grant funding by writing proposals, developing budgets, crafting and submitting fiscal and programmatic reports, and handling compliance issues.
- Developed processes and procedures for accounts payable, accounts receivable, and grant billing to ensure compliance with regulations and timely submission of required documentation.
- Standardized and computerized all grant reporting forms; reports frequently distributed to other agencies by funding sources as “model reports.”

**Volunteers & Special Events Coordinator**

**February 1999 – November 1999**

- Determined organizational and programmatic needs for volunteer services.
- Interviewed, screened, oriented, trained, placed, supervised, and evaluated all volunteers.
- Coordinated all public relations and fund raising events; conducted facility tours.

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**Education**

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**Florida Atlantic University**

Master of Business Administration

**University of Florida**

Bachelor of Science Degree in Agriculture (Major: Microbiology & Cell Science)

## SUMMARY

Leisha M. Austin, CPA, MTax is a multi-disciplined accounting professional who has previously served as a senior auditor with a "Big 4" international accounting firm, consulting manager for a non-national accounting firm and has significant relevant experience in nonprofit and governmental accounting and financial reporting serving in both CFO and controller positions. As a complement to her core accounting, auditing and tax experience, Leisha has a demonstrated track record in financial consulting for nonprofit and government entities in the areas of: internal controls; budget preparation, review and analysis; cost allocation and indirect rate structures; management audits and operational reviews; financial planning analysis and forecasting; accounting policies and procedures; grants management; and financial project controls for major capital projects.

## PROFESSIONAL EXPERIENCE

### **The Broward Partnership Fort Lauderdale, Florida**

#### **Chief Financial Officer**

**2016 to Present**

Responsible for overall financial management including but not limited to: accounting; billing; budgeting; cash management, compliance, reporting and payroll. Assists the CEO on strategic matters related to budget management, cost benefit analysis, forecasting needs and securing new and renewal funding. Oversees financial management systems, policies and procedures. Serves as the lead staff person for the completion of the annual budget process. Presents financial reports at meetings of the finance committee, executive committee and board of directors. Manages execution of financial statement audits and preparation of the IRS and DOL annual filings. Manages relationships with financial institutions and vendors. Supervises finance and medical records staff.

### **Family Central, Inc. North Lauderdale, Florida**

#### **Chief Financial Officer**

**2014 to 2016**

Provided overall responsibility and accountability for the operations of the Finance, Information Technology, Human Resources, Broward Facilities and Nutritional Services departments. Presented financial reports at meetings of the finance committee and board of directors. Prepared agency-wide, programmatic and grant specific budgets and amendments. Maintained banking relationship and ensures compliance with all covenants associated with the line of credit. Prepared financial analysis and special reports as needed to provide informed decision making associated with strategic planning and change management including but not limited to: pro forma financial statements, what if scenarios, and cash flow projections. Oversaw the completion of the annual financial statement, 403(b) pension plan, and program specific audits; and preparation of the IRS Form 990 and DOL Form 5500. Served as plan administrator for the agency's 403(b) pension plan. Responsible for financial policies and procedures. Evaluated results of insurance RFPs conducted by insurance broker and determines final rate structure for employer share and employee share of benefits. Managed transition from in-house IT staff to outsourced managed IT solution. Utilized team-based approach to managing staff across departments.

**Sharpton, Brunson & Company, P.A.**  
**Miami, Florida****Manager****2006 to 2011**

Performed audit and business advisory services for public, private and non-profit entities in the areas of: financial and compliance auditing, grants management and accounting; budget preparation, review and analysis; forensic accounting; business process improvements; financial planning analysis and forecasting; rate development and cost recovery; operational and program performance reviews; and program financial controls. Supervised engagement teams to produce project deliverables. Developed and implemented creative solutions for expanding client base and enhancing professional staff development.

**Housing Opportunities Project for Excellence, Inc.**  
**Miami, Florida****Vice President of Finance****1998 to 2006**

Managed all aspects of the Agency's financial operations including accounting, budgeting, reporting, cost allocation, and cash management. Responsible for the accounting system including year-end closing and financial statements. Supervised the accounting staff. Prepared the Agency's budget for approval by the Board of Directors. Prepared annual and interim financial reports and participated in Board of Directors meetings. Facilitated the execution of independent audits. Ensured compliance with the federal rules and regulations related to grants and contracts.

**Government of the U.S. Virgin Islands Department of Finance**  
**St. Thomas, Virgin Islands****Deputy Commissioner of Finance****1995 to 1998**

Served as Acting Commissioner of Finance and performed requisite duties in the absence of the Commissioner and Assistant Commissioner. Managed the day-to-day operations of the Department including over 150 employees in six divisions. Developed and implemented government-wide initiatives to serve the public. Managed the execution of the first independent audits of the Government. Testified before the Legislature of the Virgin Islands as the Department's representative on government finance and operations. Approved departmental annual budget submission. Provided technical assistance to other governmental agencies. Performed various personnel responsibilities including evaluations, interviews and conflict resolution. Reviewed pending legislation for fiscal compliance.

**Ernst & Young LLP****Boston, Massachusetts and St. Thomas, Virgin Islands****Senior Auditor****1992 to 1995**

Audited various entities' financial statements in the manufacturing, mutual fund, healthcare, insurance and professional services industries. Performed financial statement and compliance audits in the governmental sector in accordance with generally accepted auditing standards and the Single Audit Act. Coordinated audit engagement activities with client and firm personnel. Planned, supervised and reviewed the work of audit teams. Managed engagement economics including budgeting, billing and collections. Performed analyses of company operations. Researched financial statement disclosures to ensure compliance with generally accepted accounting principles, Security and Exchange Commission regulations and other comprehensive basis of accounting. Advised clients on accounting and internal control matters. Utilized strong oral and written communication skills to promote client relationships.

**Staff Auditor**

Performed audit procedures on various account balances in association with the audit of financial statements. Reviewed and evaluated internal control systems and proposed recommendations for improvement. Assisted firm in various recruitment activities.

**CERTIFICATION**

Certified Public Accountant

Licensed by the State of Florida

**EDUCATION****Nova Southeastern University, Fort Lauderdale, Florida****2006**

Master of Taxation

**Northeastern University, Boston, Massachusetts****1992**

Bachelor of Science in Business Administration, Cum Laude. Dual major in accounting and business management.





# Julie Lauder

## Qualifications Summary

Professional experience working in highly sensitive environments demanding strong organizational, managerial, writing, and interpersonal skills. Trustworthy, ethical, mission-oriented, and committed to superior customer service. Confident and poised in interactions with individuals at all levels. Detail-oriented and resourceful in completing projects. Able to multi-task effectively. Capabilities include:

- Grant Writing
- Government/Contractor Relations
- Negotiation
- Contract Procurement
- Tracking & Monitoring Systems
- Curriculum Development
- Contract Management
- Policy Development
- Training Facilitation

## Professional Experience

### Concordia Behavioral Health, Inc.

*Director of Provider Relations (November 20 – Current)*

Responsible for the management of a network of behavioral health contracts valued at \$42 million (annual). Develop annual Network Management Plan, policies, procurement solicitations, operating procedures, training programs, and monthly and quarterly reports for the Chief Executive Officer and Chief Operating Officer. Lead Provider Relations Department in negotiating and developing contracts; conducting compliance reviews that resulted in an identification of over \$1.1 million in disallowed expenditures; and identification and facilitation of trainings and meetings to improve contractor collaboration and communication. Successfully developed and implemented a Credentialing program for clinicians, practitioners, and behavioral health agencies.

### State of Florida - Department of Juvenile Justice, Office of the Assistant Secretary

*Policy Analyst (May 2005 – November 2012)*

Develop solicitation documents and contracts for all probation services including civil citation, diversion, day treatment, juvenile assessment centers, and mental health and substance abuse services. Serve as Lead Negotiator for Probation and Community Intervention contracts. Prepare and review memoranda of understanding with partners including law enforcement, state agencies, the judiciary, and social services agencies. Led effort to establish contract management and monitoring policies and procedures for juvenile justice contracts (conducted systems analysis; develop and facilitated a Contracting training for over 100 probation officers, and developed policies, procedures, and monitoring instruments). Provide technical assistance to contract managers to resolve contractor disputes, and ensure quality of service and adherence to federal and state laws, rules and regulations and the Department's contract and policies and procedures, including audit requirements and the submission of financial reporting packages. Member of the Florida Single Audit Act Team, and the DJJ Contract and Grants Improvement Initiative.

*Grant Developer (Temporary Special Assignment) (October 2008 – May 2011)*

Researched opportunities for grant funding, developed proposals (totaling in excess of \$50 million), and served as the lead in all grant capture and grant management efforts undertaken by the Department. Prepared reports, offered recommendations concerning likelihood for success, and reviewed opportunities to determine applicability to the Department's mission and strategic plan. Coordinated with partners to cultivate opportunities for collaboration. Served as the Department's representative on the *State of Florida Grants Consortium*.

*Contract Manager (March 2003 – May 2005)*

Responsible for the management and monitoring of 34 juvenile justice contracts in the South Region (annual value of \$11 million). Offered recommendations to the Regional Director and technical assistance to the chief probation officers in the development of contracted services needs assessments. Assessed contractor performance, identified deficiencies, prepared monitoring reports, and determined the effectiveness of corrective action plans. Processed invoices, reviewed contractor reports, and provided technical assistance to contractors. Certified Quality Assurance Peer Reviewer.

**State of Florida - Department of Children and Families, District 10**

*Contract Manager (May 2002 – March 2003)*

Developed, negotiated and managed social services contracts with an annual value of over \$35 million. Provided contracting technical assistance and policy clarifications to district program staff, contractors, and local partners. Prepared monitoring reports, and reviewed invoices prior to payment processing. Participated in contract monitoring efforts and conducted follow up monitoring visits to assess contractor performance related to correction of deficient items and successful implementation of corrective action plans. Facilitated the resolution of contractor concerns and communicated instructions from senior managers.

**State of Florida – Department of Corrections, Region IV**

*Operations and Management Consultant Manager (April 2001 – December 2001)*

Specific duties included preparation and presentation of the monthly construction project updates and maintenance budget for fourteen major correctional institutions to the Bureau Chief and Regional Director. Provided supervision of clerical staff and communicated directives to the maintenance superintendents and project managers from the Regional Director. Coordinated with wardens in the preparation of Purchase Orders to ensure the timely delivery of maintenance supplies and equipment to correctional institutions.

**American Express**

*Research Analyst/Human Resources Assistant (contracted position) (September 1999 – March 2001)*

Conducted research in best practices for the Benchmarking and Best Practices Office, assisted in the development of a research database, and prepared a quarterly newsletter for worldwide distribution. Coordinated research site visits with best in class organizations, and assisted senior management in developing studies and surveys to assess opportunities for improvement. Facilitated employee screening (administration of tests, initial application review) and facilitated New Employee Orientation.

**Bayless 98 for Secretary of State**

*Campaign Manager (2008) 1998*

Successfully led and managed a campaign for Arizona's Secretary of State. Prepared correspondence for the candidate, responded to media requests, planned fundraising activities, ensured campaign compliance with financial reporting requirements, represented the candidate at public events, and established a statewide network of campaign volunteers.

**INTERNSHIPS:**

Federal Reserve Bank of Atlanta (Atlanta, Georgia)  
Public Affairs

**EDUCATION:**

Bachelor of Science, Political Science – Florida State University  
Bachelor of Science, Social Science – Florida State University  
Master of Science, Urban Studies – Georgia State University

**CERTIFICATIONS:**

Contract Management, State of Florida (2006)  
Contract Negotiation, State of Florida (2008)

***AFFILIATIONS:***

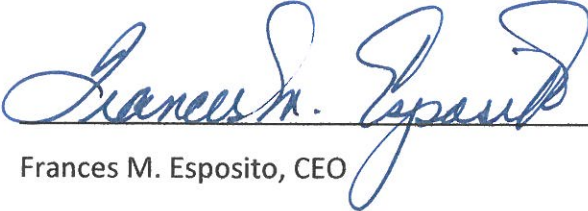
Board of Trustees – AMIKids, Inc. of Greater Fort Lauderdale

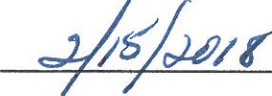


2018-2019 City of Fort Lauderdale  
Community Development Block Grant Funding

Conflict of Interest Statement

I, Frances M. Esposito, as Chief Executive Officer of the Broward Partnership hereby certify and affirm that no staff or Board of Directors members will benefit from an award under the subject funding. Further, no staff or Board of Directors members are relatives of any City of Fort Lauderdale Commissioner or employee.

  
\_\_\_\_\_  
Frances M. Esposito, CEO

  
\_\_\_\_\_  
Date

Funding for the Broward Partnership is provided by the following agencies and public grants and private contributions from individuals, corporations, foundations, local business, civic associations and faith based organizations.



www.BPHI.ORG  
Broward County Central Homeless Assistance Center / Huizenga Campus  
920 Northwest 7<sup>th</sup> Avenue, Fort Lauderdale, Florida 33311-7229  
Tel: 954.779.3990 Fax: 954.779.3991

**FOURTH AMENDMENT TO AGREEMENT BETWEEN BROWARD COUNTY AND  
BROWARD PARTNERSHIP FOR THE HOMELESS INC., FOR OPERATION OF THE CENTRAL HOMELESS  
ASSISTANCE CENTER**

Agreement Number: 14-CP-HIP-8470-01

This is a Fourth Amendment ("Fourth Amendment") to an agreement between Broward County, a political subdivision of the State of Florida ("COUNTY"), and Broward Partnership for the Homeless, Inc., ("BPHI") (collectively, the "Parties") for Operation of the Central Homeless Assistance Center (the "Agreement").

**RECITALS**

- A. The Agreement was entered into on June 3, 2014.
- B. The Parties amended the Agreement on February 24<sup>th</sup>, 2016 adding Program 2, "Challenge Grant Opening Doors to the Future" funded under Florida Department of Children and Family Services Contract JPZ27 ("Challenge Program").
- C. Funding for the Challenge Program was extended by the Department of Children and Family Services ("DCF") through December 31, 2016.
- D. The Parties amended the Agreement on September 30, 2016 to add an additional one year period to the term of the Agreement for Program 1 Central Homeless Assistance Center ("CHAC") and to extend the term of the Challenge Program to coincide with funding by DCF.
- E. The parties amended the Agreement on December 15, 2016 to increase funding for the current term of the Agreement.
- F. The Parties amended the Agreement July 12, 2017 via Work Authorization #5 to increase funding for the current term of the Agreement.
- G. The Parties desire to amend the Agreement to add an additional one year period to the term of the Agreement as authorized by Broward County Resolution No. 2017-383 adopted by the Board of County Commissioners of Broward County on August 22, 2017.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. The Parties agree to amend the Agreement as set forth herein (strikethrough text indicates deletions; bold/underlining indicates additions).
2. Section 2.1 "Term" is amended to read as follows:

Term: The term of this Agreement shall begin and end on the dates ("Agreement Term") specified in Exhibit A, "Agreement Specifications". At the sole option of the Contract Administrator, this Agreement may be renewed for up to ~~three (3)~~ **four (4)** additional one-year Option Periods, as specified in Exhibit A. The contract Administrator shall notify BPHI of renewal, in writing no less than five (5) business days prior to the expiration of the then current term of this Agreement.

3. Exhibit A, "Agreement Specifications" Section II "Beginning and Ending Dates" is hereby amended to read as follows:

...

II. Beginning and Ending Dates:

- A. Initial Term: Commencing on June 1, 2014 and ending on September 30, 2014
- B. Option Period 1: If exercised, commences on October 1, 2014 and ends on September 30, 2015
- C. Option Period 2: If exercised, commences on October 1, 2015 and ends on September 30, 2016
- D. Option Period 3: Commencing on October 1, 2016 and ends on September 30, 2017, provided, however, BPHI's obligations to provide CHAC services and Challenge Program services shall be subject to separate end dates:
- a. CHAC services shall be performed by BPHI for the period commencing October 1, 2016 and ending September 30, 2017; and
- b. Challenge Program services shall be performed by BPHI for the period commencing October 1, 2016 and ending December 31, 2016.
- E. Option Period 4: If exercised, commences on October 1, 2017 and ends on September 30, 2018.**

4. Exhibit A, "Agreement Specifications", Section III, "Maximum Funding Amounts" is hereby amended to read as follows:

...

- A. Initial Term: \$790,266.00
- B. Option Period 1: \$2,370,530.00
- C. Option Period 2: \$2,450,530.00
- D. Option Period 3: \$3,059,530.00
- E. Option Period 4: \$3,039,530.00**
- F. Extension Equal to a pro rata amount of the then existing annual funding amount.**

5. Exhibit D-1, "Scope of Services", Section II "Maximum Number of Units to be Purchased/Maximum Dollar Amount" for Program 1 (Central Homeless Assistance Center "CHAC") is hereby amended to read as follows:

II. Maximum Number of Units to be Purchased/Maximum Dollar Amount:

...

- B. \$ Amount per Initial Term of Agreement: \$ 790,266.00

\$ Amount per Option Period 1: \$2,370,530.00

\$ Amount per Option Period 2: \$2,450,530.00

\$ Amount per Option Period 3: \$3,059,530.00

**\$ Amount per Option Period 4, if exercised: \$3,039,530.00**

\$ Amount per Extension, if exercised, shall be equal to a pro rata amount of the then current annual funding amount.

4. This Fourth Amendment shall be Effective October 1, 2017. Except as expressly amended herein, all remaining terms and conditions of the Agreement (including exhibits) shall remain in full force and effect.
5. Preparation of this Fourth Amendment is a joint effort of the Parties.
6. This Fourth Amendment may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

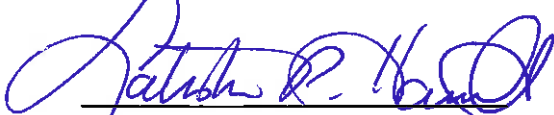
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IN WITNESS WHEREOF, the Parties have made and executed this Fourth Amendment to the Agreement: Broward County through its Board of County Commissioners, signing by and through its County Administrator, authorized to execute same, by Board action on the August 22, 2017, and Broward Partnership for the Homeless, Inc., signing by and through its Chief Executive Officer, duly authorized to execute same.

COUNTY

WITNESS #1:

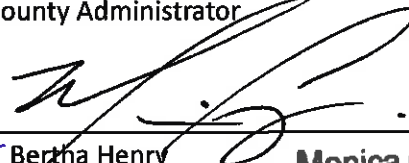


Signature

**LATISHA P. HAMILTON**

Print Name of Witness

Broward County, by and through  
its County Administrator

By   
Bertha Henry  
County Administrator **Monica Cepero**

13<sup>th</sup> day of October 2017

WITNESS #2:



Signature

**MATTHEW EATON**

Print Name of Witness

Approved as to form by  
Joni Armstrong Coffey  
Broward County Attorney  
Governmental Center, Suite 423  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301  
Telephone: (954) 357-7600  
Telecopier: (954) 357-7641

Approved as to insurance requirements by Risk  
Management Division

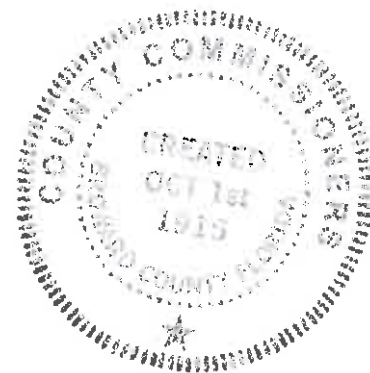
By  10/12/17  
Authorized Signature (Date)

**Colleen Pounall**  
Print/Type Name

By  10/12/17  
Sharon V. Thorsen (Date)  
Senior Assistant County Attorney

SVT:

#193 Broward Partnership for the Homeless Central Homeless Assistance Center 4<sup>TH</sup> Amend  
1209/06/17  
16-070.00



FOURTH AMENDMENT TO AGREEMENT BETWEEN BROWARD COUNTY AND BROWARD PARTNERSHIP  
FOR THE HOMELESS, INC., FOR OPERATION OF THE CENTRAL HOMELESS ASSISTANCE CENTER

BPHI

WITNESS #1:

Laura Turk

Signature

Laura Turk

Print Name of Witness above

WITNESS #2:

Tom Campbell

Signature

Tom CAMPBELL

Print Name of Witness above

Broward Partnership for the Homeless, Inc.

By Frances M. Esposito

Authorized Signature

Frances M. Esposito, Chief Executive Officer

Print Name and Title

28 day of September 2017

ATTEST:

\_\_\_\_\_  
Corporate Secretary

(SEAL OR NOTARY)



2017

# Broward County Point-in-Time Count Report

Patrick Hardigan, PhD

© AJ Shorter Photography



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## Acknowledgements

The 2017 Broward County Homeless Continuum of Care Board would like to thank the many individuals and agencies who contributed their considerable talents and efforts to the count. The participation of partner agencies and over 300 volunteers was critical to the success of the count, from the initial planning meetings, to the days of the count, and through the final stages. We would like to thank the following agencies and individuals for their participation and donations:

- Broward County Sheriff's Office
- Coconut Creek Police Department
- Davie Police Department
- Fort Lauderdale Police Department
- Hallandale PD
- Hollywood PD
- Lauderhill PD
- Lighthouse Point PD
- Margate PD
- Miramar PD
- Pembroke Pines PD
- Plantation PD
- Wilton Manors PD
- Broward County Homeless Initiative Partnership
- Taskforce Fore Ending Homelessness, Inc.
- Multi-Agency Homeless Taskforce
- Broward Regional Health Planning Council- Board of Directors
- Nova Southeastern University
- The Salvation Army
- The United Way
- Broward Partnership for the Homeless, Inc.
- Miami Rescue Mission- Broward Outreach Centers
- International Health Initiatives, Inc.
- Holy Cross Hospital
- Covenant House
- Broward County Public Schools
- Pastor Lawrence Lacy & the Answer Church
- Arlester Shorter II

Total Households and Persons						
		Sheltered		Unsheltered	Total	Percent
	Emergency	Transitional	Safe Haven			
Total Number of Households	730	448	35	884	2,097	
Total Number of Persons	886	572	35	957	2,450	
Number of Children (under 18)	160	94	0	15	269	11.0%
Number of Persons (18-24)	75	67	1	28	171	7.0%
Number of Persons (over age 24)	651	411	34	914	2,010	82.0%
		Sheltered		Unsheltered	Total	Percent
Gender	Emergency	Transitional	Safe Haven			
Female	352	190	15	215	772	31.5%
Male	534	379	20	737	1670	68.2%
Transgender	0	3	0	3	6	0.3%
		Sheltered		Unsheltered	Total	Percent
Ethnicity	Emergency	Transitional	Safe Haven			
Non-Hispanic	803	499	33	872	2207	90.1%
Hispanic	83	73	2	85	243	9.9%
		Sheltered		Unsheltered	Total	Percent
Race	Emergency	Transitional	Safe Haven			
White	278	247	20	537	1082	44.2%
Black	595	312	14	399	1320	53.9%
Asian	4	2	0	4	10	0.4%
American Indian	2	3	0	12	17	0.7%
Native Hawaiian	1	0	0	3	4	0.2%
Multiple Races	6	8	1	2	17	0.7%

## 2017 Broward County Point-in-Time Summary of Results

Homeless Subpopulations				
	Sheltered	Unsheltered	Total	Percent
Families (Households)	130	7	137	6.5%
Unaccompanied Youth (Individuals)	127	27	154	6.3%
Chronically Homeless Individuals	169	<u>394</u>	<u>563</u>	<u>22.9%</u>
Chronically Homeless Families	5	2	7	0.3%
Chronically Homeless Families (Total Persons in Household)	11	19	30	1.2%
Adults with Serious Mental Illness	157	255	412	16.8%
Adults with Substance Use Disorder	219	291	510	20.8%
Adults with HIV/AIDS	92	20	112	4.6%
Victims of Domestic Violence	240	1	241	9.8%
Total Number of Veterans	92	105	197	8.0%
Foster Care	14	76	90	3.7%

# Background

## Introduction

The data presented in this report provides an updated point-in-time snapshot of the homeless population in Broward County. The purpose of this report is to share the results of the count with the community, to provide a discussion of the methodology used, and to offer analysis of the findings. The U.S. Department of Housing and Urban Development (HUD) and Florida's Office on Homelessness require the count. The count includes all sheltered and unsheltered homeless in Broward County. Due to changes in the definition of homelessness and the process of counting the homeless in past years, we argue for caution in making generalizations across different time periods. A person is considered homeless only when he/she resides in one of the places described below:

1. In places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings (on the street).
2. In an emergency shelter.
3. In transitional or supportive housing for homeless persons who originally came from the streets or emergency shelters.
4. In any of the above places but is spending a short time (up to 30 consecutive days) in a hospital or other institution.
5. Is being evicted within a week from a private dwelling unit and no subsequent residence has been identified and lacks resources and support networks needed to obtain housing.
6. Is being discharged within a week from an institution, such as a mental health or substance abuse treatment facility or a jail/prison, in which the person has been a resident for more than 30 consecutive days and no subsequent residence has been identified and the person lacks the resources and support networks needed to obtain housing.
7. Is fleeing a domestic violence housing situation and no subsequent residence has been identified and lacks the resources and support networks needed to obtain housing.

This year's Broward County Point-in-Time (PIT) Count, shows that the total number of sheltered and unsheltered persons experiencing homelessness in Broward County has increased by 6 percent, from 2,302 to 2,405. The number of unsheltered persons increased by 22.4 percent from 782 to 957.

An additional 286 people were counted as “at-risk” of homelessness, which is generally defined as an individual or family seeking permanent housing but who stayed the previous night at an institution; a hotel paid by self; a jail, prison or detention center; a family member or friend's house; were facing imminent eviction; in foster care; or people who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days and lack resources or support networks to remain in housing.



# Methodology

Broward County's 2017 PIT count was conducted using a Complete Census Count, night of count – complete census, night of count – known locations, and service-based count and was composed of the following components:

1. Paper Survey: trained teams of over 200 volunteers and 100 law enforcement officers administered a comprehensive survey to self-identifying homeless individuals, primarily in outdoor locations throughout the county. This is a population survey, meaning all possible homeless individuals were surveyed. The survey elicited information about the homeless population's demographics, history of homelessness, living conditions, barriers to overcoming homelessness, and use of homeless services. Additionally, people at non-HMIS (Homeless Management Information System) participating agencies were asked to complete the survey. However, not all non-HMIS participating agencies participated in the count. Copies of the 2017 PIT survey instruments is presented at the end of the report.
2. Sheltered HMIS: Per HUD requirements, an enumeration of homeless individuals residing in emergency shelters and transitional housing on the date of the count using the Homeless Management Information System (HMIS) data was created. The Homeless Management Information System (HMIS) is an electronic database used to hold information on the characteristics and service needs of homeless people in the U.S. The program was developed in the 1990s in response to a mandate by Congress requiring states to collect data in order to receive funds from the Department of Housing and Urban Development (HUD) to address homelessness. Broad utilization of HMIS may help provide a consistent and accurate snapshot of a region's homeless population, including a population count and information on service use. HMIS also provides a measurement of the effectiveness of homeless programs as it helps track the number of chronically homeless clients and placements into permanent housing.
3. Youth Matter Magnet Event: focusing specifically on young adults and youth under the age of 25, the Youth Matter magnet event was held on the Saturday following the 3-day Point-in-Time Count. The event featured 5 vendors, a mobile driver's license unit and an HIV testing bus. The event was held at a park known to be frequented by individuals experiencing homelessness and was in a centralized location in Fort Lauderdale.

## Data Collection

Survey interviewers emphasized the anonymity and confidentiality of the survey to encourage respondents to be candid in their responses. Interviewers assured respondents that these responses would be reported only as general findings and would not be traceable to any one individual.

## Data Analysis

To avoid potential duplication of respondents, the survey queried respondents' initials and date of birth, so that duplication could be avoided without compromising the respondents' anonymity. Upon completion of the survey effort, an extensive verification process was conducted to eliminate potential duplicates. This process examined respondents' date of birth, initials, gender, and ethnicity. In addition, a question was placed on the survey that asked respondents if they had completed the survey earlier in the day. Lastly, the final survey data

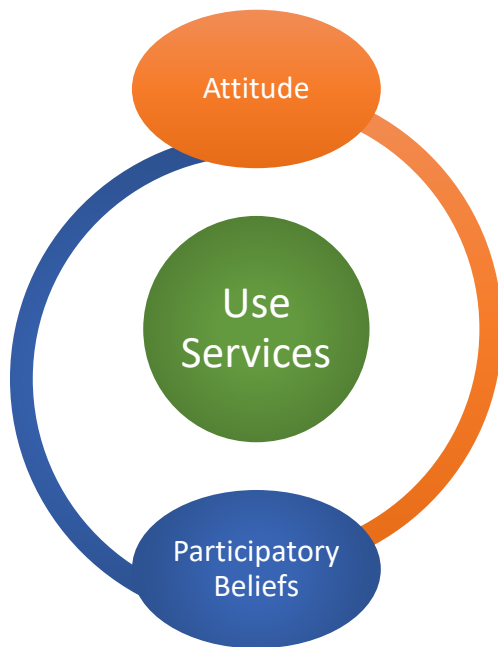
was cross-tabulated with the HMIS to determine if duplicates existed in sheltered and transitional housing counts. For data analysis purposes, simple descriptive statistics were calculated for all survey responses.

## Definitions

- Chronic Homelessness - refers to a homeless individual or family head of household with a disability who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter, or in an institutional care facility if the individual has been living in the facility for fewer than 90 days and had been living in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately before entering the institutional care facility. The individual also must have been living as described above continuously for at least 12 months, or on at least four separate occasions in the last three years, where the combined occasions total a length of time of at least 12 months. Each period separating the occasions must include at least seven nights of living in a situation other than a place not meant for human habitation, a safe haven, or in an emergency shelter
- Emergency Shelter - is a facility whose primary purpose is to provide short-term crisis shelter for homeless persons.
- Individual - refers to people who are not part of a family during their episode of homelessness. They are homeless as single adults, unaccompanied youth, or in multiple-adult or multiple-child households.
- Persons in Families - are people who are homeless as part of households that have at least one adult and one child.
- Sheltered Homeless Persons - are individuals who are staying in homeless emergency shelters, transitional housing programs, or safe havens.
- Transitional Housing Program - is a type of housing where homeless people may stay and receive supportive services for up to 24 months, and which are designed to enable them to move into permanent housing.
- Unsheltered Homeless Persons - include people experiencing homelessness who live in places not meant for human habitation, such as the streets, abandoned buildings, vehicles, or parks.
- Homeless Age Groups include - children who are under 18, youth who are 18 to 24, and adults who are 24 to 60, and 60 or older.

## Results

The following section provides an overview of the results of the 2017 Homeless Survey. One measure that is not clearly measured in our PIT count are people who are “doubled-up.” People who live with friends or family due to economic need are considered “doubled-up.” Doubled-up people have an elevated risk of experiencing homelessness. In fact, prior to their entrance into the homeless shelter system, the most common living situation for adults in families is living with friends or family.<sup>1</sup>

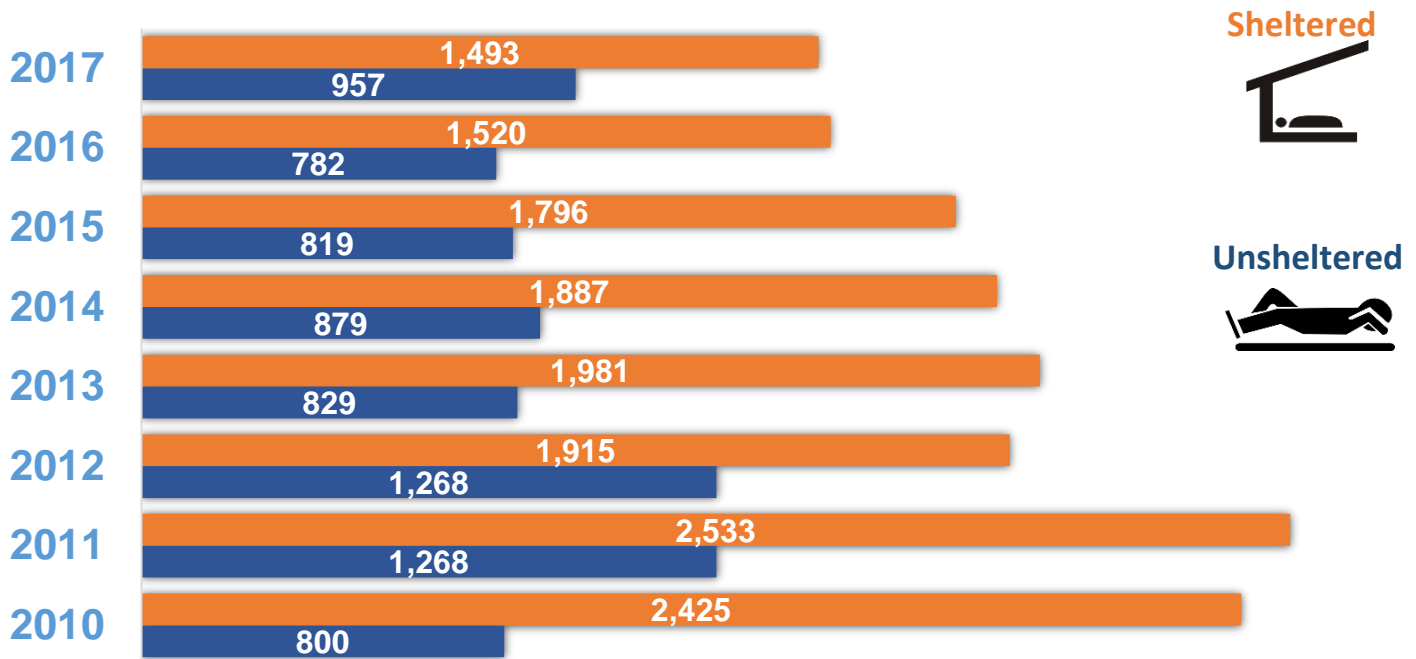


*Research suggests that the homeless experiences and ethnicity were much less important in shaping future intentions to use homeless services. A greater emphasis should be placed on participatory beliefs - indicating that the homeless are primarily motivated by what they perceive the benefits of provided services.<sup>2</sup>*

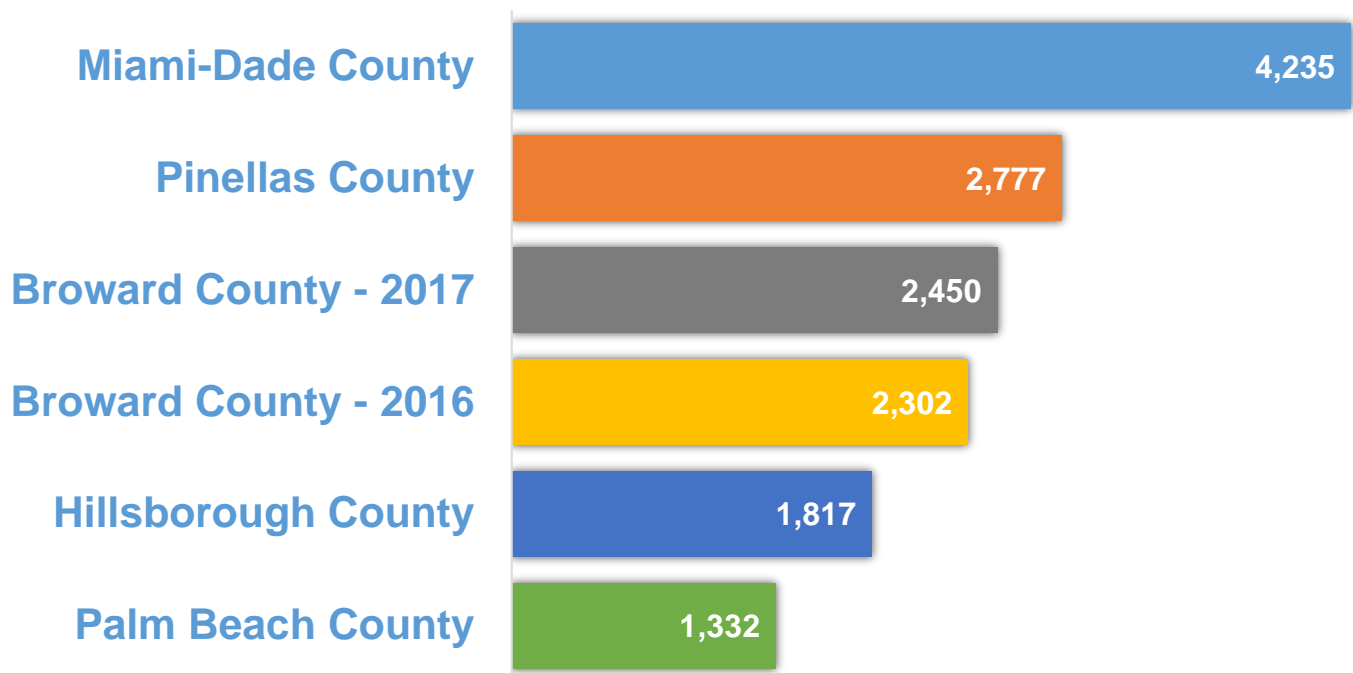
<sup>1</sup> National Alliance to End Homelessness--SOH 2012: Chapter Three - The Demographics of Homelessness

<sup>2</sup> Christian, Julie, et al. "Intentions to move from homelessness to social inclusion: The role of participation beliefs, attitudes and prior behaviour." *Social Inclusion* 4.4 (2016).

## Homelessness in Broward County 2010-2017



## Florida County Comparisons 2016



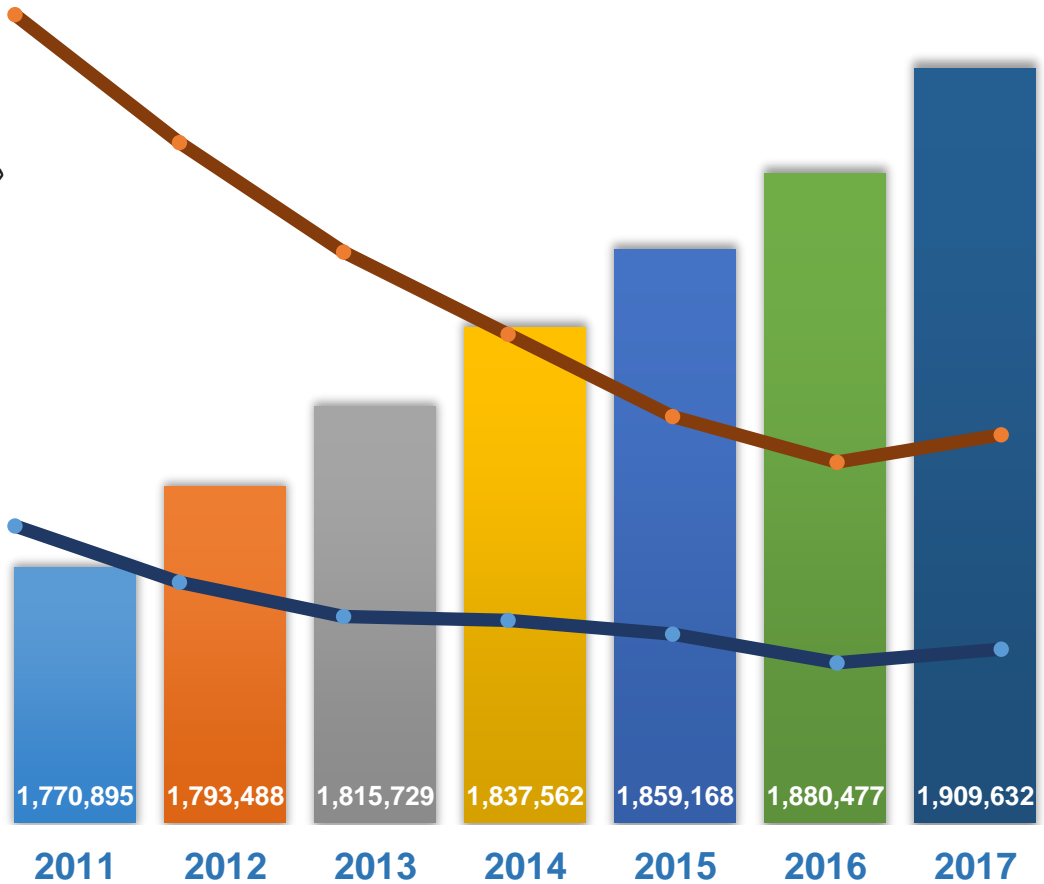
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness

# Unemployment and Homelessness in Broward County

## Unemployment



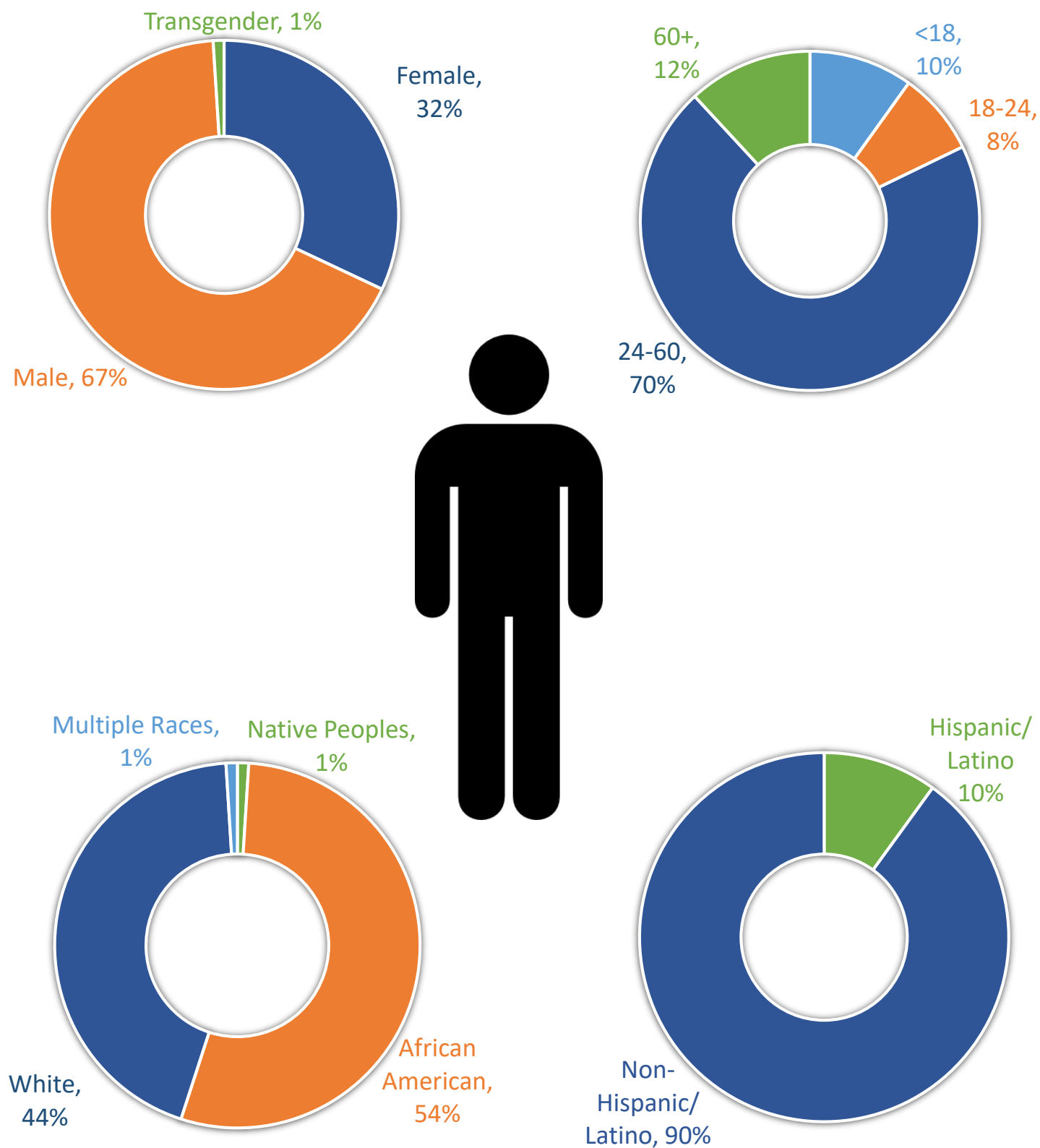
## Homelessness



## Population of Broward County

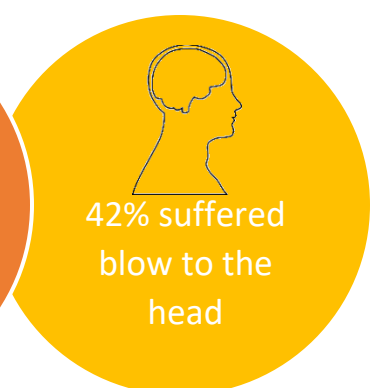
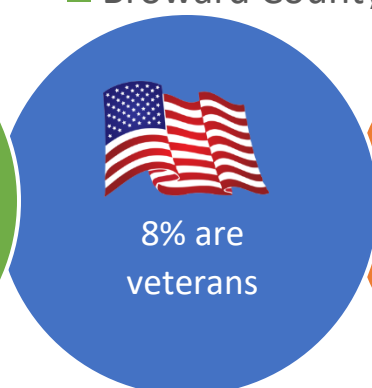
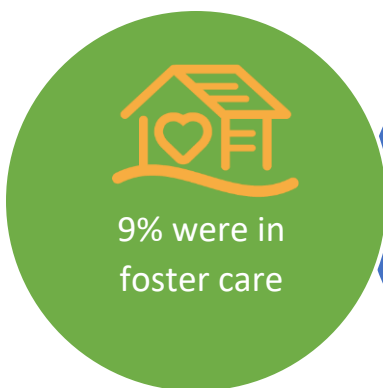
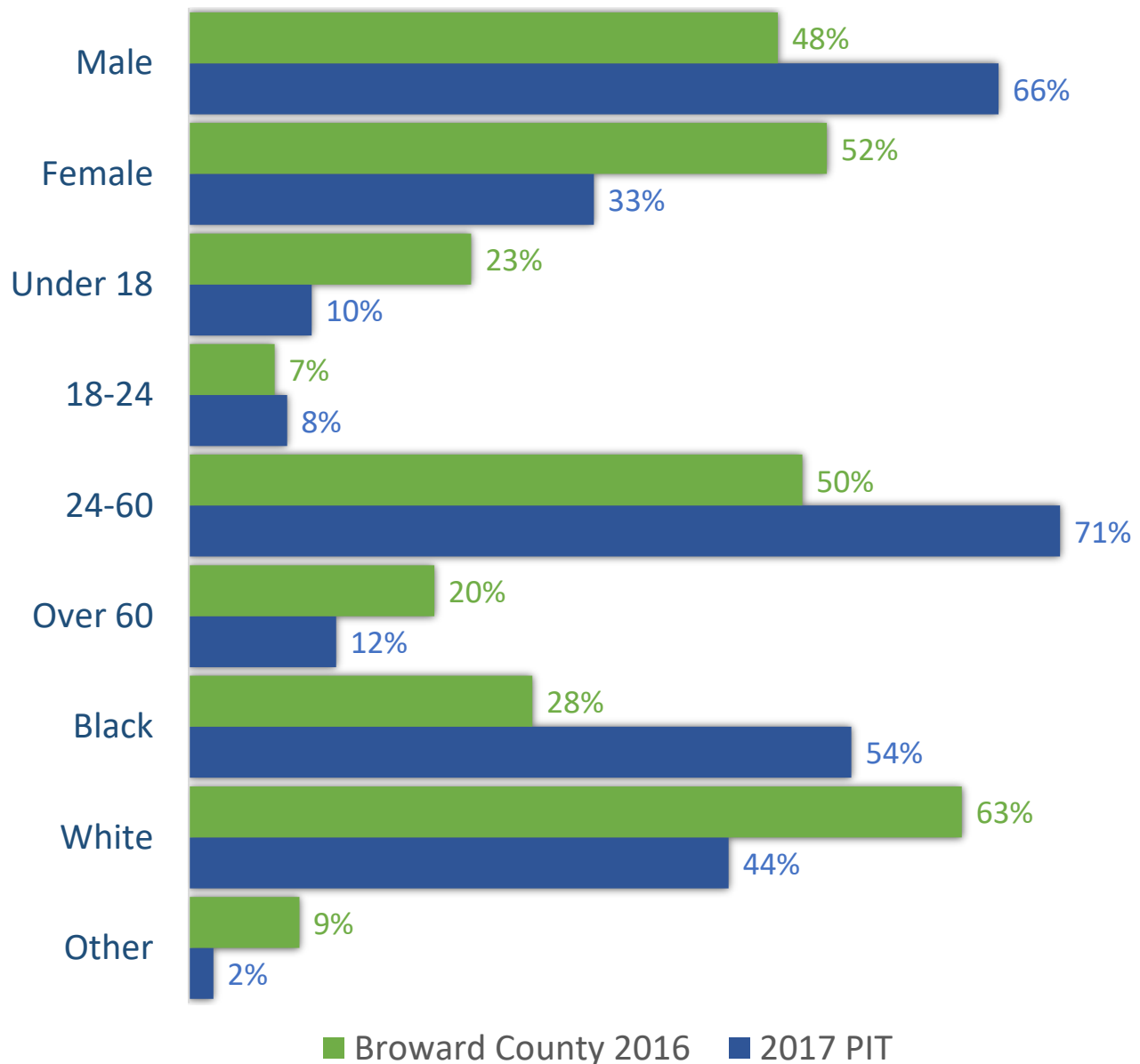
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

# Homeless Demographics in Broward County

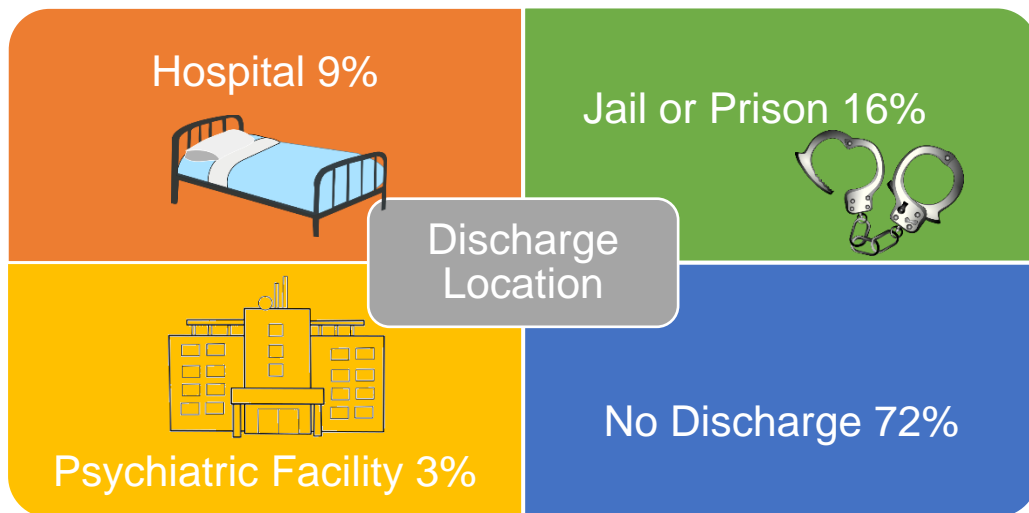
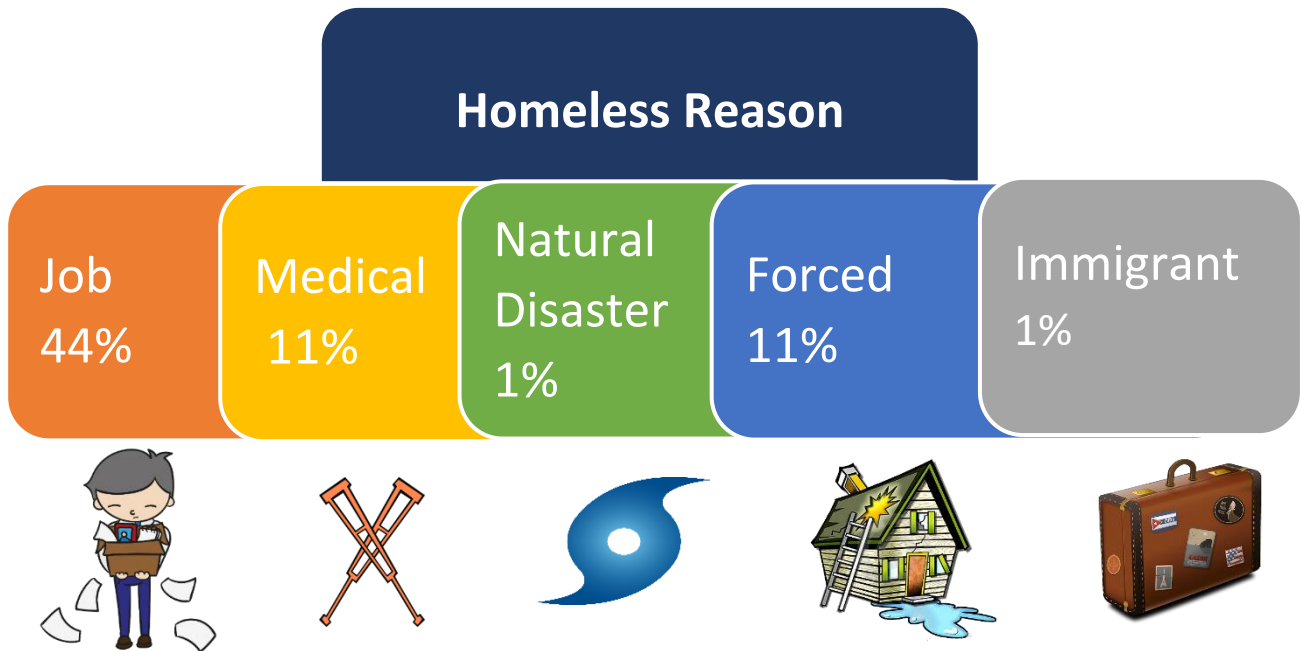


Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

## Facets of Homelessness in Broward County



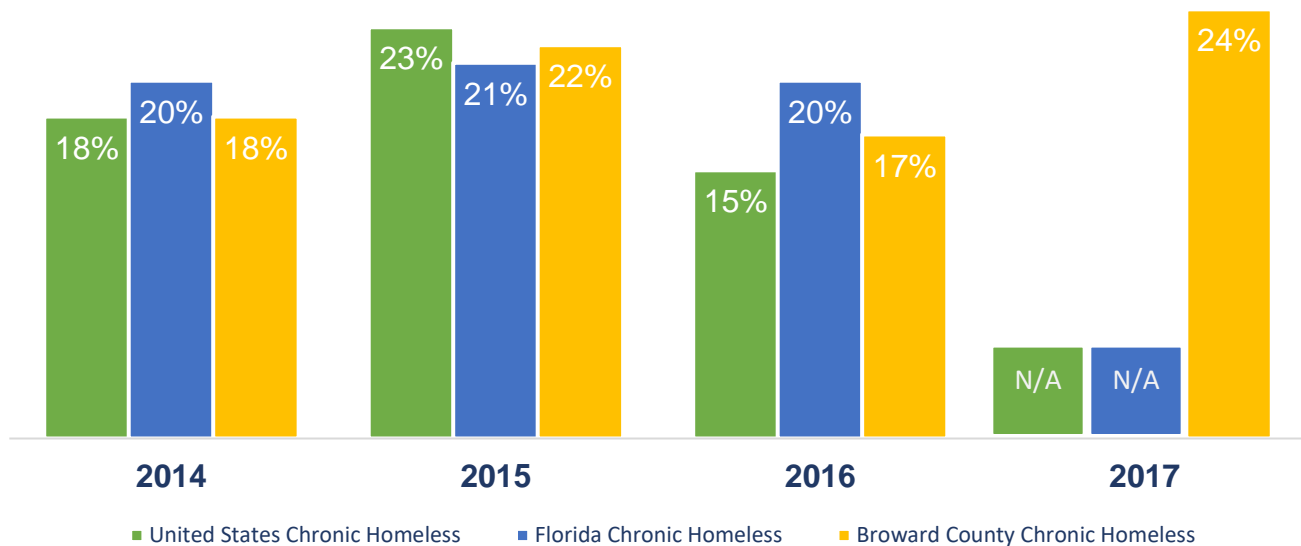
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.



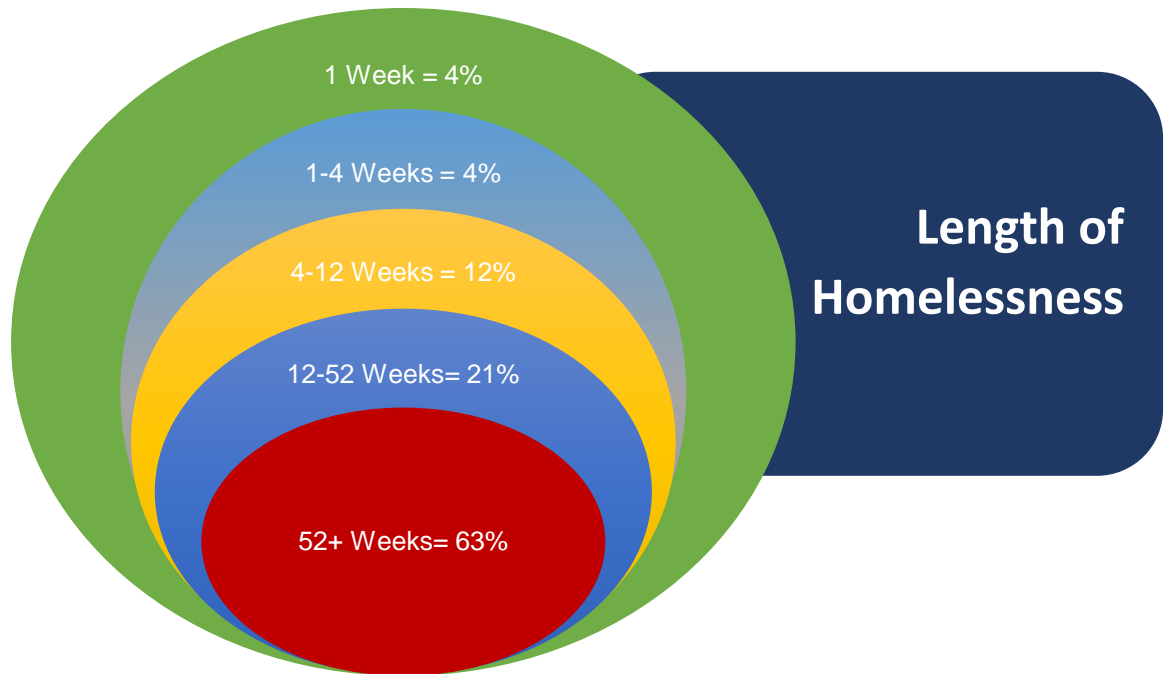
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.



## Facets of Chronic Homelessness in Broward County

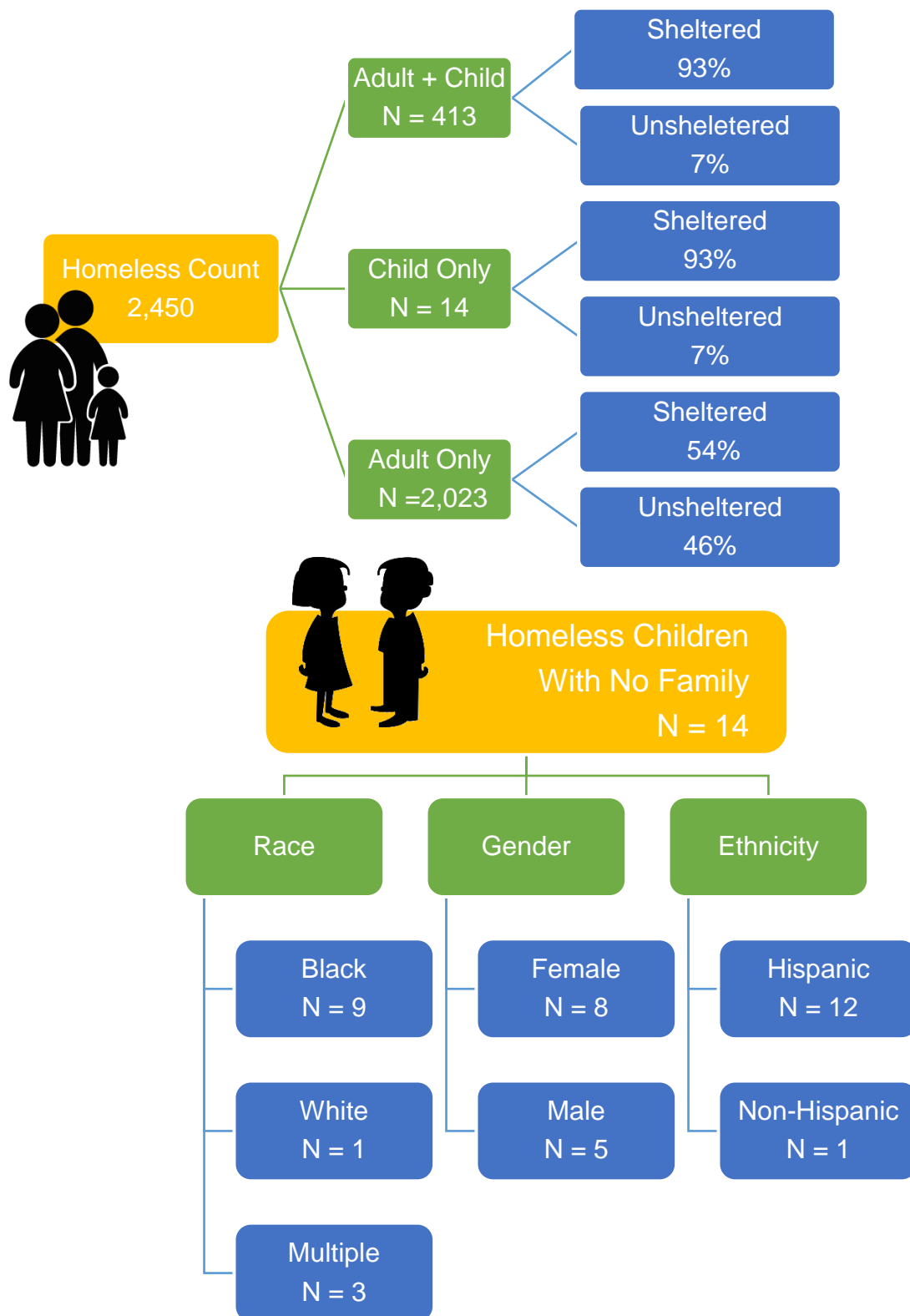


Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.



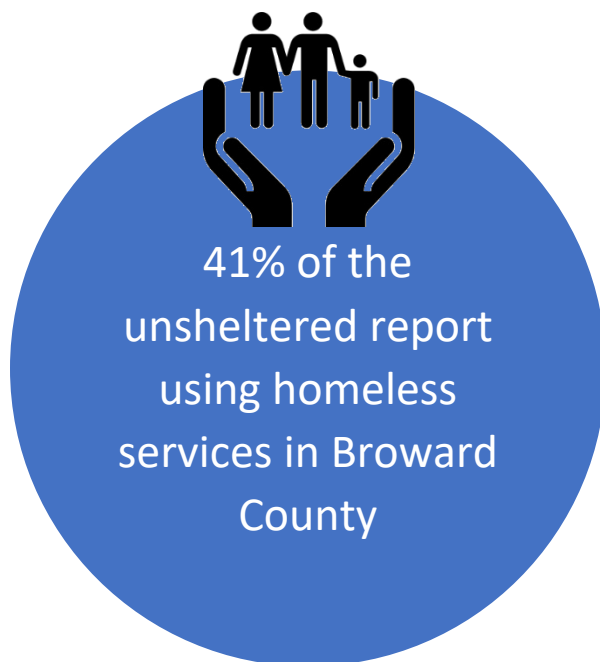
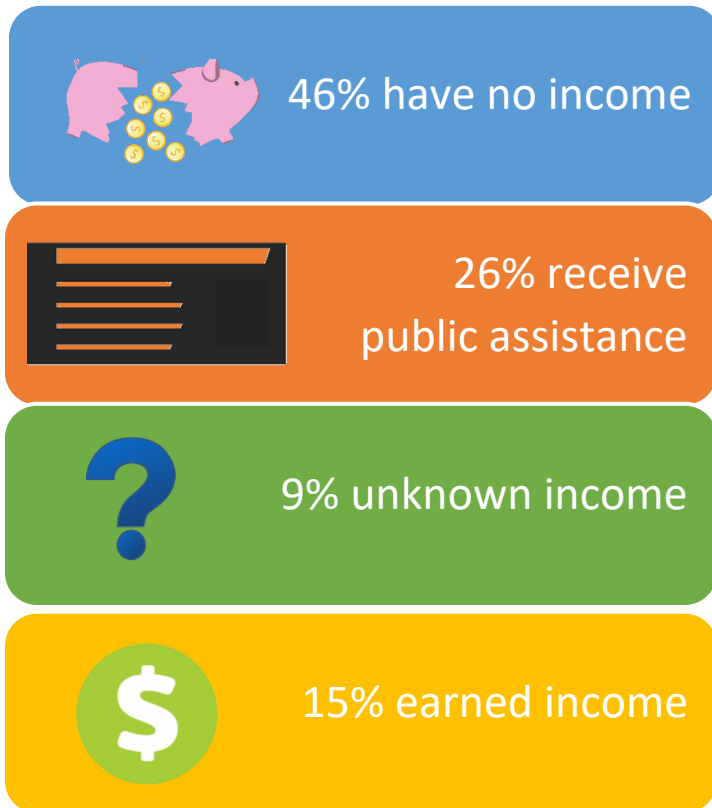
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

# Homeless Families in Broward County



Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

## Homeless Assistance in Broward County



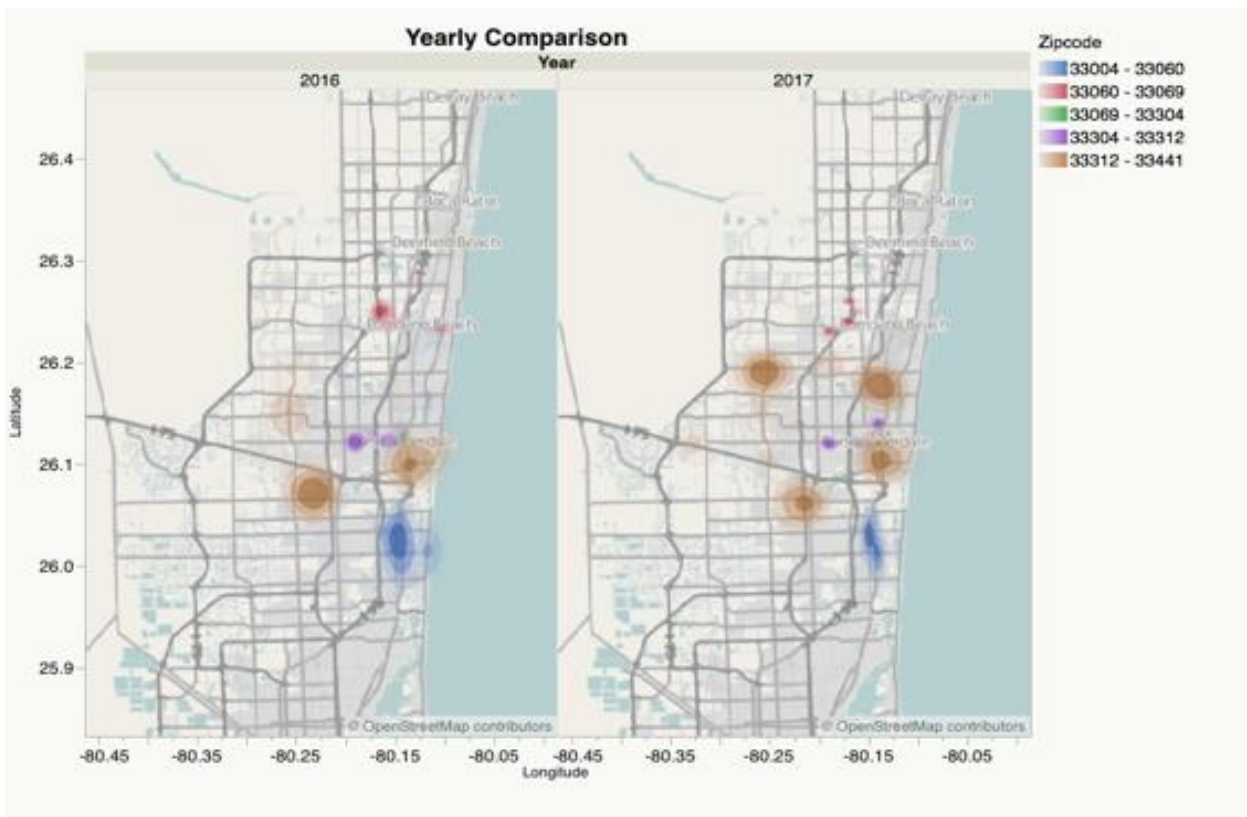
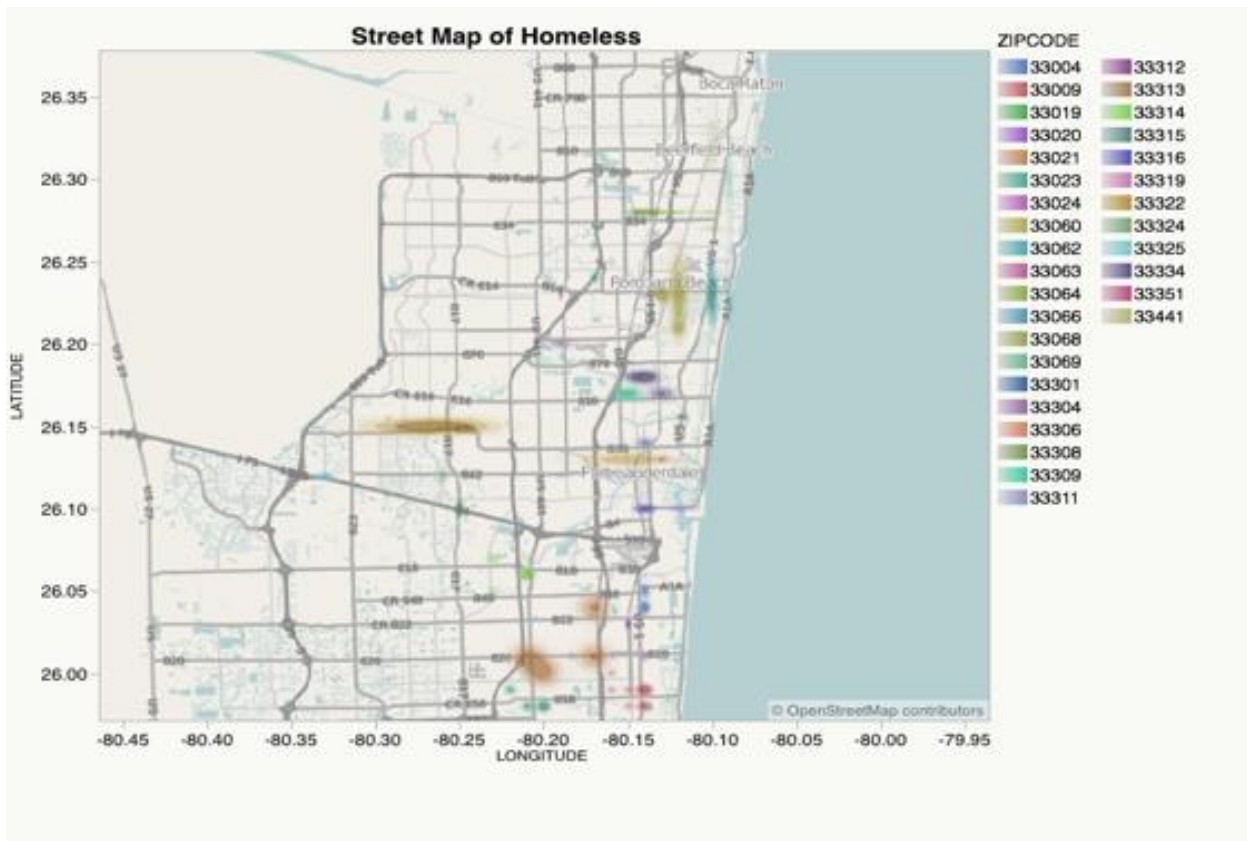
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

## Unsheltered Homeless City Data in Broward County

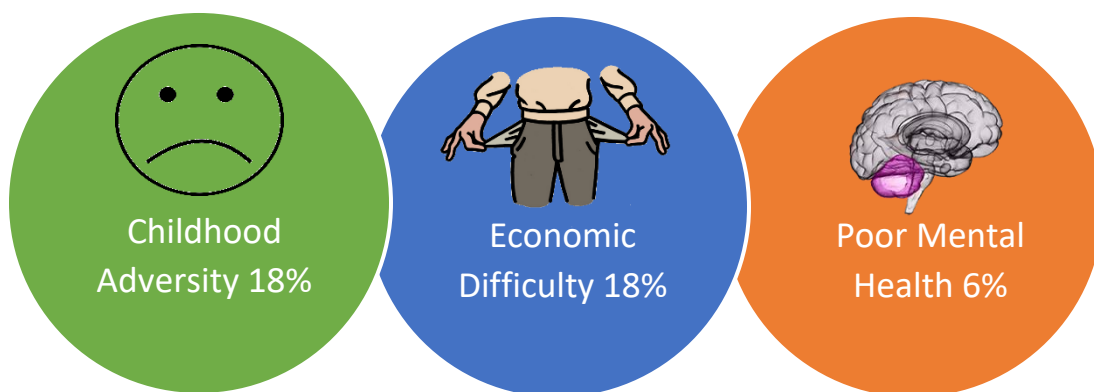
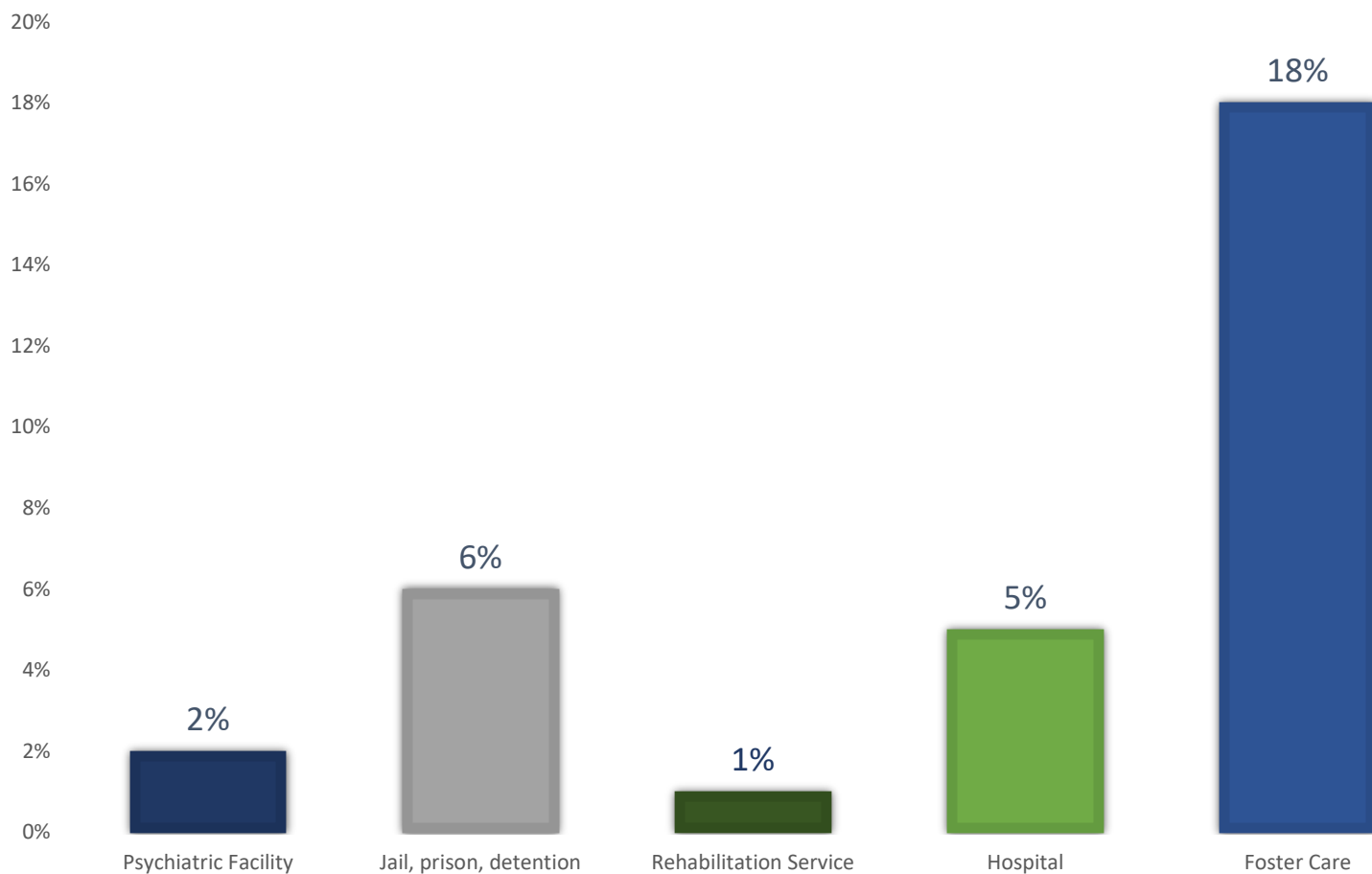
City Woke Up	Count (%)		City Administered	Count (%)
Coconut Creek	3 (0%)		Coconut Creek	51 (6%)
Coral Springs	2 (0%)		Coral Springs	0 (0%)
Dania	13 (1%)		Dania	6 (1%)
Davie	24 (3%)		Davie	11 (1%)
Deerfield Beach	15 (2%)		Deerfield Beach	8 (1%)
Fort Lauderdale	452 (51%)		Fort Lauderdale	334 (37%)
Hallandale	9 (1%)		Hallandale	9 (1%)
Hillsboro Beach	1 (0%)		Hillsboro Beach	0 (0%)
Hollywood	135 (15%)		Hollywood	155 (17%)
Lauderdale-by-the-Sea	1 (0%)		Lauderdale-by-the-Sea	0 (0%)
Lauderhill	11 (1%)		Lauderhill	87 (10%)
Lighthouse Point	0 (0%)		Lighthouse Point	1 (0%)
Margate	9 (1%)		Margate	10 (1%)
Miramar	7 (1%)		Miramar	4 (0%)
Oakland Park	24 (3%)		Oakland Park	38 (4%)
Pembroke Park	1 (0%)		Pembroke Park	0 (0%)
Pembroke Pines	4 (0%)		Pembroke Pines	0 (0%)
Plantation	15 (2%)		Plantation	13 (1%)
Pompano Beach	129 (15%)		Pompano Beach	156 (17%)
Sunrise	5 (1%)		Sunrise	3 (0%)
Tamarac	12 (1%)		Tamarac	3 (0%)
West Park	0 (0%)		West Park	3 (0%)
Wilton Manors	9 (1%)		Wilton Manors	0 (0%)

Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

# Unsheltered Homeless Maps



## At Risk for Homelessness in Broward County



Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

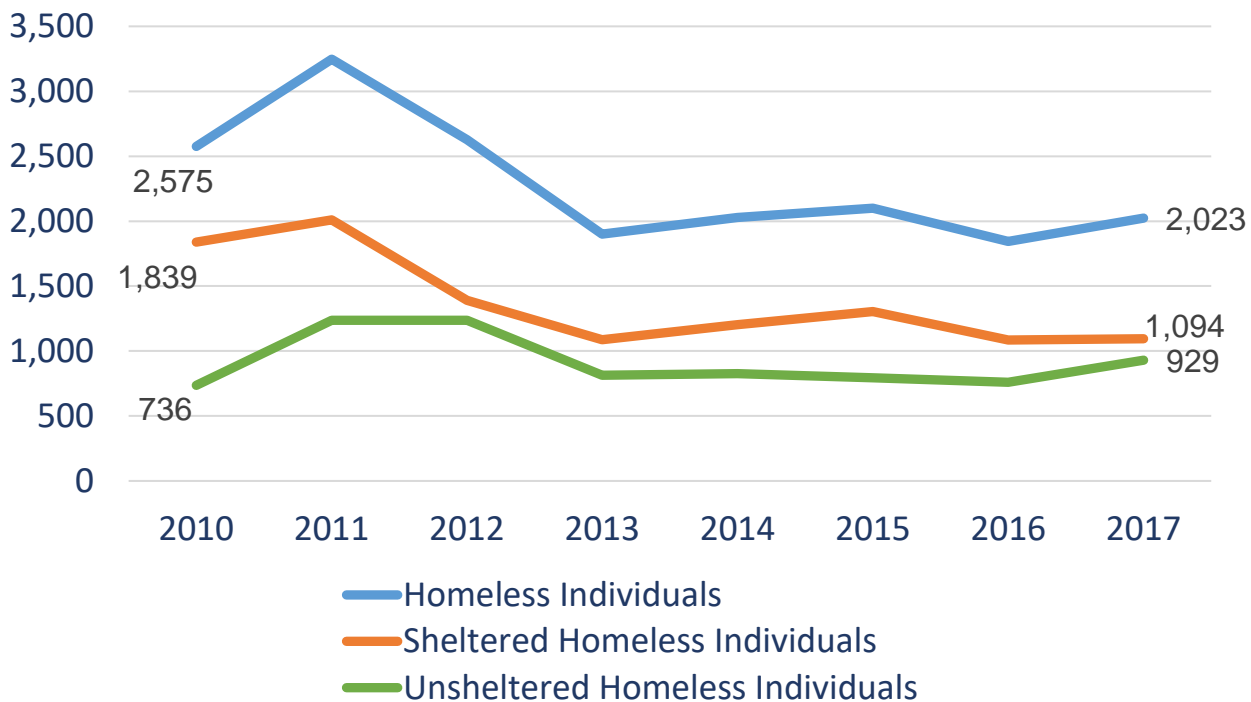
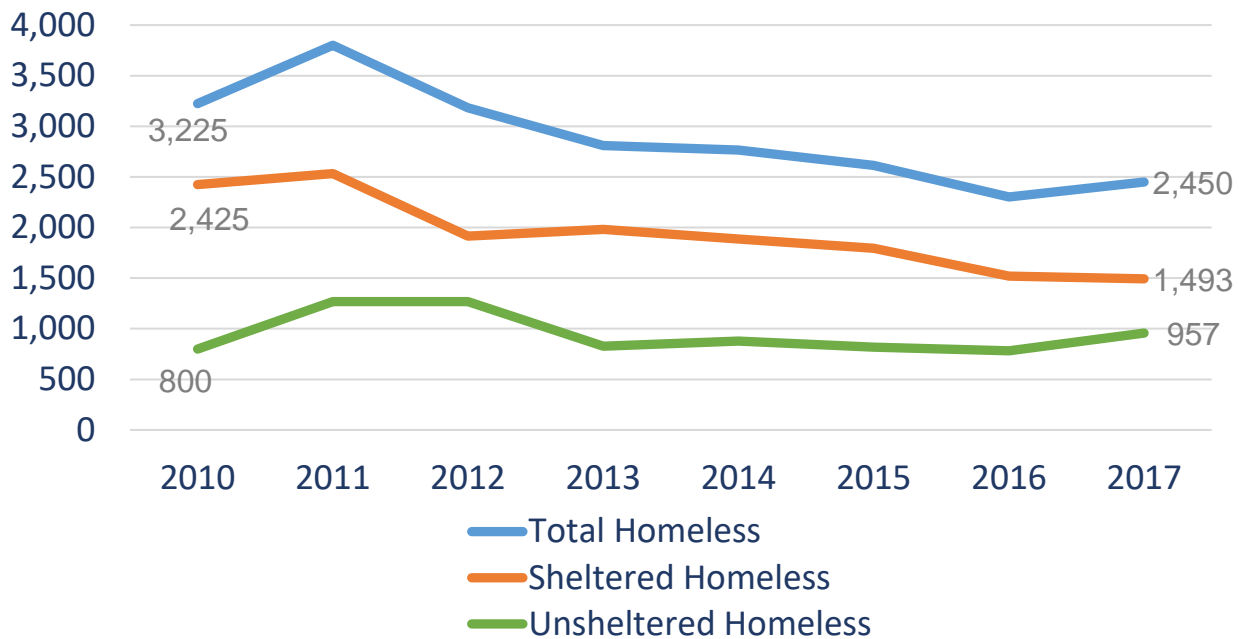
## Sheltered vs. Unsheltered



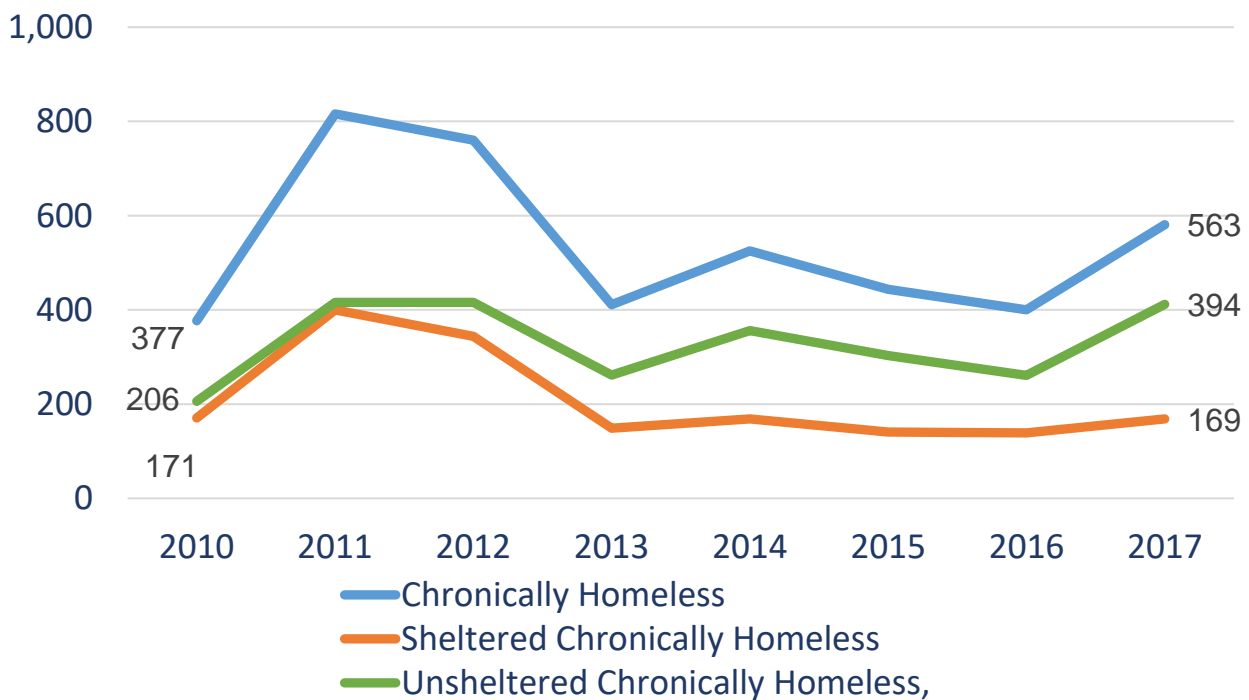
Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.



## Trends of Homelessness in Broward County



Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.



Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

# Homeless Facts

Homeless persons have a much higher incidence of a range of secondary characteristics.

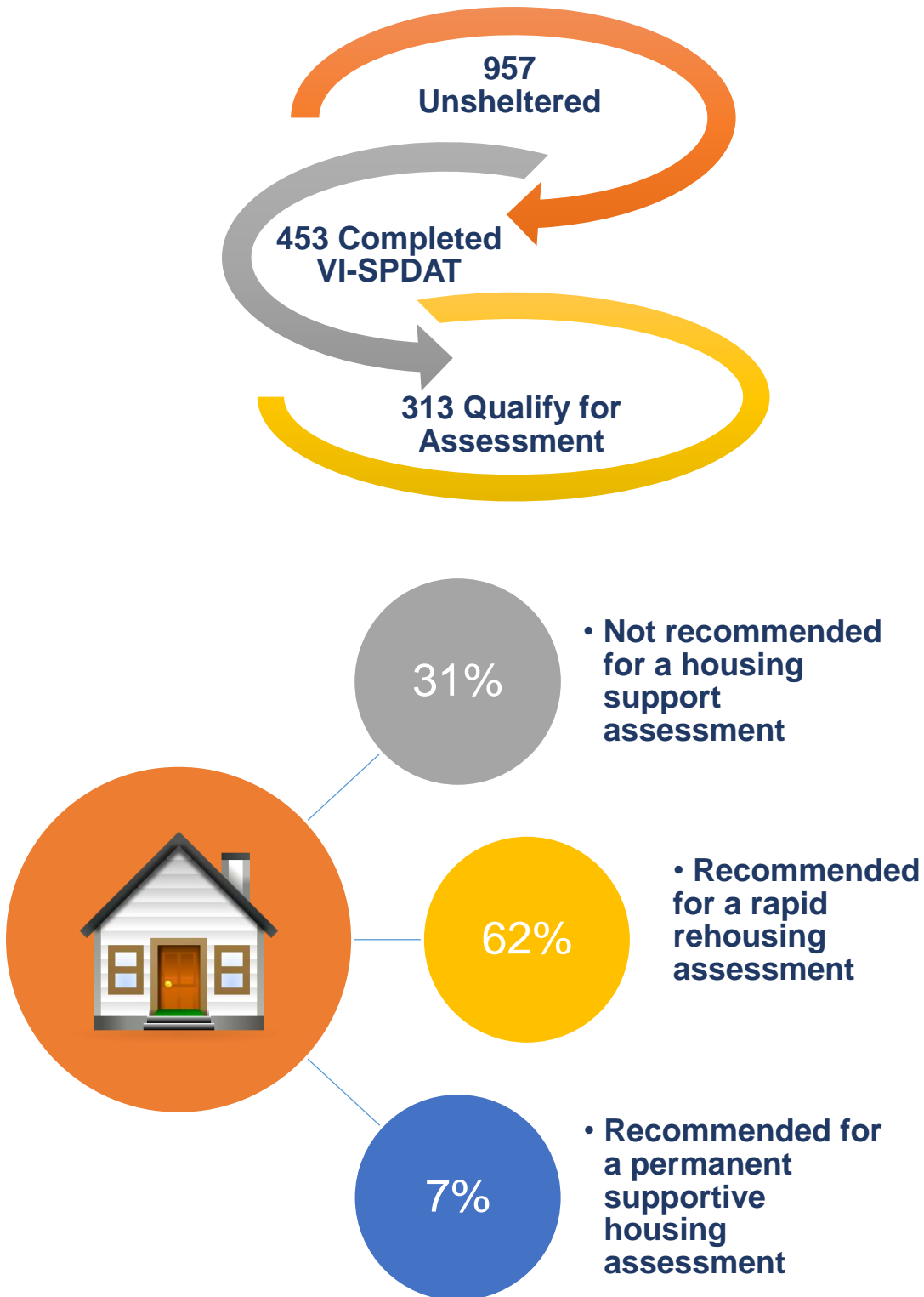
- Prior homelessness: 35-67% of currently homeless persons have experienced at least one prior, separate episode of homelessness.
- Single, unattached adult males: single, adult males make up about 70% of the adult homeless population but fewer than 10% of all adults living below the poverty line.<sup>2, 3, 4</sup>
- Solitary women with children: solitary women head about 80% of all homeless families.
- Unattached youth: youth separated from parents or a foster care situation with few resources has a strong likelihood of ending up homeless or at risk for homelessness.
- Mental illness: about one-third of homeless adults have spent time in a mental institution.
- Alcohol and/or other drug problems: about one-third or more of homeless adults suffer from chronic alcohol problems and 10-20% have other drug dependency problems.
- Health problems: more than 25% of the homeless population is too disabled to work and about 40% report themselves in poor health, compared to 20% of the total United States poor population.
- Institutional histories: homeless and most-at-risk persons are much more likely to have a history of mental hospitalization, inpatient treatment for alcohol and/or other drug problems, foster care, or time spent in jail or prison.
- Weak support networks: homeless and most-at-risk persons have far less extensive or helpful support networks of family and friends who might provide them with housing or other assistance.

<sup>2</sup> Preventing homelessness: Meeting the Challenge. The Urban Institute, Feb. 2002.

<sup>3</sup> The Prevention of Homelessness. National Alliance to End Homelessness, Sept. 1992.

<sup>4</sup> Destination Home. A Ten-year Journey to End Homelessness. <http://www.destination-home.info/Homelessness/at-risk.htm>

## VI-SPDAT Results



Data source: Point-in Time (PIT) count and HMIS data. Sheltered includes all unduplicated person from emergency shelters, transitional shelters, safe haven, women-in-distress and housing opportunities for persons with AIDS (HOPWA). State of Florida 2016 annual report -- council on homelessness.

# 2017 Point-in-Time Homeless Count Survey

## UNSHELTERED SURVEY – 2017 Broward County Point-In-Time Count

SECTION TO BE COMPLETED BY THE VOLUNTEER – BEFORE ASKING SURVEY QUESTIONS			
Name of Volunteer Completing Survey: _____		Date: January _____, 2017 Time of the day: _____	
Point Location # _____ OR Address/Cross Streets _____ <input type="checkbox"/> Declined to complete the survey (NOTE for VOLUNTEER: <i>Be sure to turn in the form anyway</i> )			
SURVEY QUESTIONS BEGIN			
1. Have you completed this survey earlier this week? <input type="checkbox"/> if "YES", STOP: DO NOT COMPLETE SURVEY* <input type="checkbox"/> No			
2. Please tell us your first name and first initial of your last name: _____			
3. Your last 4 digits of SS# _____			
4. *What gender do you identify with? <input type="checkbox"/> Male <input type="checkbox"/> Transgender (male to female) <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Female <input type="checkbox"/> Transgender (female to male) <input type="checkbox"/> Refused			
5. *What is your date-of-birth? Month _____ Day _____ Year _____ OR Age _____			
6. Have you ever served on active duty in the US Armed Forces (including National Guard or Reservists)? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
7. *Are you Hispanic or Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/> Refused			
8. *What is your race? (Check one) <input type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> American Indian/ Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Don't Know <input type="checkbox"/> Refused			
9. *Where did you sleep Tuesday evening (January 24, 2017)?			
a. <input type="checkbox"/> Place not meant for human habitation <i>car/boat/street/encampment/abandoned bldg.</i> <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven  (If one of these is selected go to #10)		<input type="checkbox"/> Jail, prison, detention <input type="checkbox"/> Foster care <input type="checkbox"/> Substance center facility <input type="checkbox"/> With family <input type="checkbox"/> With friend <input type="checkbox"/> Hospital  <input type="checkbox"/> Hotel/Motel-self paid <input type="checkbox"/> Hotel/Motel-paid by voucher <input type="checkbox"/> Homeless Transitional housing <input type="checkbox"/> Psychiatric Facility  <input type="checkbox"/> Rental-VASH subsidy <input type="checkbox"/> Rental-GDP TIP subsidy <input type="checkbox"/> Rental-other subsidy <input type="checkbox"/> Rental- no subsidy <input type="checkbox"/> Owned Housing-no subsidy <input type="checkbox"/> Owned Housing- ongoing subsidy  <input type="checkbox"/> Refused	
b. Have you stayed on the streets, in an emergency shelter or safe haven in the past 3 years? <input type="checkbox"/> Yes (continue to #10) <input type="checkbox"/> No (skip to #19 on page2) <input type="checkbox"/> Refused			
10. How many times have you stayed on the streets, in an emergency shelter, or safe haven in the past three (3) years? <input type="checkbox"/> One time <input type="checkbox"/> 2-3 times <input type="checkbox"/> 4 or more times (totaling at least a year) <input type="checkbox"/> 4 or more times (totaling less than a year) <input type="checkbox"/> N/A <input type="checkbox"/> Refused			
11. How many years/months have you stayed on the streets, in an emergency shelter, or safe haven in the past three (3) years? _____ years _____ months <input type="checkbox"/> N/A			
12. What is the approximate date that your homelessness started within the past three (3) years? (mm/dd/yy) ____/____/____ <input type="checkbox"/> N/A			
13. Have you been continuously homeless for a year or more? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Refused			
14. How long have you been homeless this time? <input type="checkbox"/> 1 week or less <input type="checkbox"/> More than 1 week, less than 1 month <input type="checkbox"/> 1-3 months <input type="checkbox"/> More than 3 months, less than 12 months <input type="checkbox"/> 1 year or longer <input type="checkbox"/> N/A <input type="checkbox"/> Refused			
15. How long were you in Broward County prior to becoming homeless? <input type="checkbox"/> 1 week or less <input type="checkbox"/> More than 1 week, less than 1 month <input type="checkbox"/> 1-3 months <input type="checkbox"/> More than 3 months, less than 12 months <input type="checkbox"/> 1 year or longer <input type="checkbox"/> N/A <input type="checkbox"/> Refused			
16. What was the <u>number one</u> reason that caused you to become homeless? (Check only one) <input type="checkbox"/> Employment/Financial reasons <input type="checkbox"/> Housing issues (high cost, eviction, foreclosure, forced to relocate) <input type="checkbox"/> N/A <input type="checkbox"/> Medical/disability problems <input type="checkbox"/> Family Problems <input type="checkbox"/> Recent immigration <input type="checkbox"/> Natural/other disaster <input type="checkbox"/> Refused			
17. On this homeless episode, were you discharged to the street from one of the following? <input type="checkbox"/> Hospital <input type="checkbox"/> Jail <input type="checkbox"/> Prison <input type="checkbox"/> Psychiatric Facility <input type="checkbox"/> None <input type="checkbox"/> N/A <input type="checkbox"/> Refused			

# UNSHELTERED SURVEY – 2017 Broward County Point-In-Time Count

18. Have you been attacked or beaten up while homeless? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Refused			
19. What is your number one source of income? (Check only one)			
<input type="checkbox"/> Earned Income	<input type="checkbox"/> Alimony	<input type="checkbox"/> Retirement income from Social Security	
<input type="checkbox"/> General assistance	<input type="checkbox"/> SSI	<input type="checkbox"/> Worker's Comp	
<input type="checkbox"/> Pension/retirement	<input type="checkbox"/> SSDI	<input type="checkbox"/> Other	
<input type="checkbox"/> Private disability insurance	<input type="checkbox"/> TANF	<input type="checkbox"/> None	
<input type="checkbox"/> Unemployment	<input type="checkbox"/> Veterans service disability pension	<input type="checkbox"/> Refused	
<input type="checkbox"/> Child support	<input type="checkbox"/> Veterans non-service disability pension		
20. In what CITY did you sleep Tuesday evening (January 24, 2017)? _____			
21. In what STATE did you last have your own apartment/house, rent a room, or live with family/friends? _____			
22. How long have you been living in Broward County?			
<input type="checkbox"/> 30 days or less	<input type="checkbox"/> More than 30 days, less than 6 months	<input type="checkbox"/> 6 months or more	<input type="checkbox"/> Refused
23. Have you <u>EVER</u> had a bump, blow or wound to the head? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
24. Were you ever a foster care child? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
25. Do you have an alcohol or drug problem, a serious mental health problem, a developmental disability, or a chronic physical illness or other disability? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/> Refused			
26. What type of disabling condition(s) do you have? (Check all that apply)			
<input type="checkbox"/> Physical	<input type="checkbox"/> Developmental	<input type="checkbox"/> Mental health	<input type="checkbox"/> Drug addiction
<input type="checkbox"/> Chronic Condition		<input type="checkbox"/> HIV/AIDS	<input type="checkbox"/> Alcohol
			<input type="checkbox"/> Refused
27. Does your disability limit your mobility? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
28. Have you ever received homeless services, or been placed in housing, in Broward County?			
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
29. Does anyone else live with you? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
If yes, are you the head of household? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused			
30. How many other ADULT family members other than yourself (18+) are staying with you? _____			
1st adult's first initial and last name _____ <input type="checkbox"/> Head of household Age _____ <input type="checkbox"/> Active duty veteran <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	2nd adult's first initial and last name _____ Age _____ <input type="checkbox"/> Active duty veteran <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	3rd adult's first initial and last name _____ Age _____ <input type="checkbox"/> Active duty veteran <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	
31. How many children (family members 17 or younger) are staying with you? _____			
1st. Child Initials _____ Age _____ <input type="checkbox"/> Former Foster Care <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	2nd. Child Initials _____ Age _____ <input type="checkbox"/> Former Foster Care <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	3rd. Child Initials _____ Age _____ <input type="checkbox"/> Former Foster Care <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other	4th. Child Initials _____ Age _____ <input type="checkbox"/> Former Foster Care <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Does not identify as male, female or transgender <input type="checkbox"/> Other

# Point-in-Time Count and Housing Inventory Count Methodology Recommendations- Ensuring Compliance with Housing and Urban Development (HUD) Requirements

## Count Forms:

The Point-in-Time (PIT) Committee recommends that Homeless Initiative Partnership (HIP/HUD Collaborative Applicant) in collaboration with the PIT Coordinator retain the responsibility for creating the survey data collection forms and ensuring those forms meet HUD PIT and Housing Inventory Count (HIC) standards.

Each year, in anticipation of the annual PIT and HIC, HUD releases updated information detailing the required information that all CoCs must collect as part of the Homeless PIT and HIC processes. This collection of information must be standardized and coordinated across the entire CoC. Due to the technical nature of creating the forms and processing the data to meet HUD's requirements, HIP/HUD Collaborative Applicant, Broward HMIS Lead Agency, Broward Regional Health Planning Council, and NOVA University has the capacity (and the experience) to perform this critical component of the PIT and HIC planning process. Therefore HIP/Collaborative Applicant has determined that this aspect of the count/planning process remain with Broward HMIS Lead Agency, Broward Regional Health Planning Council, NOVA University and they will be responsible for presenting the forms (and any associated recommendations) to the Broward FL-601 Continuum of Care.

## Sheltered Count:

The PIT and HIC Committee recommends that the sheltered portion of the annual count continue to be organized and overseen utilizing the same structure/method utilized in previous counts – consistent with applicable HUD requirements.

Every year, in anticipation of the annual count, the Broward FL-601 Continuum of Care, through the HIP/HUD Collaborative Applicant, Broward HMIS Lead Agency, Broward Regional Health Planning Council, NOVA University, and PIT Shelter Committee work with shelters to ensure quality data can be pulled from the HMIS system or are provided with paper Sheltered Surveys to enumerate persons in shelter on the night assigned for the count. Due to the existing structure, the PIT Committee recommends those who have historically been responsible for this aspect of the count/planning process retain this responsibility and any associated recommendations to the Broward FL-601 Continuum of Care.

## Unsheltered Count:

Consistent with best practice and highest PIT Count efficacy, the PIT Committee recommends that the Broward FL-601 Continuum of Care approve a combination of Night of and Service-Based multi-day Census (complete coverage) methodology for the count.

“A census count is an enumeration of ALL homeless people or a distinct subset of homeless people (e.g., households with adults and children) in CoCs. This counting approach provides a direct and complete count of

all people and their characteristics, does not require any estimates and can be used as a benchmark for future PIT counts.” A multi-day Service-Based Census provides a more reasonable time frame to reach homeless people in large urban areas at known locations where persons experiencing homelessness are known to receive services.

“Sampling is a partial enumeration of the entire homeless population (or subset of the homeless population) and can be more feasible for some CoCs or for certain required data (e.g., substance abuse).”

- Sampling is a complex, time intensive process, especially for the data processors.
- Any sampling methodology must go through HUD for approval prior to use. (HUD wants to verify the validity of the methodology.)
- HUD states, “It is preferable for CoCs to conduct a census count when practicable, as it is by definition the most complete and accurate information available.”
- Historically, the Broward Continuum of Care has utilized a census (complete coverage) count as the methodology.

Below is a box listing out pros and cons for the different possible methodologies the Broward FL-601 Continuum of Care can choose to approve for use during the 2016 Point-in-Time Survey. When considering the various options please consider the following questions, which come from the HUD 2014 Point-in-Time Count Methodology Guide:

- How large a geographic area does the CoC cover?
- Does the CoC have very limited resources relative to the geographic area of the CoC to count and survey all unsheltered people on the night of the count?
- Does the CoC believe there might be people experiencing homelessness that enumerators are not likely to identify during an unsheltered count or are there other barriers that could limit the ability of enumerators to conduct interviews during the night of the count?”



	Night of Count	Service-Based	Combination Night of and Service-Based
PROs:	-Minimal chance of duplication	-More likely to capture information on those who do not frequent traditional "homeless" services -Can be conducted for up to 7 days after the designated count night	-HUD recommended approach for those CoCs that cover a large geographic location. -Can be conducted for up to 7 days after the designated count night -It provides a more reasonable time frame to reach homeless people in the most rural parts of the state
CONS:	-Enormous geographic area to cover in a very small window of time. -Requires a large # of volunteers to accomplish -More likely to miss those who do not have contact with shelters/services and sleep in unknown locations	-Greater possibility of duplication -You cannot assume that everyone you are encountering is homeless. -Unless it is coupled with a street count, it is likely to miss unsheltered homeless people who do not use any services. -HUD strongly recommends that service-based counts only be used to supplement night of count approaches.	-It takes more time/work to coordinate -Must do a more extensive interview to better avoid duplication of information.

(Please note: all information in this chart comes from the HUD 2014 PIT Count Methodology Guide)

# *City of Fort Lauderdale*

## *Community Survey*

### *Findings*

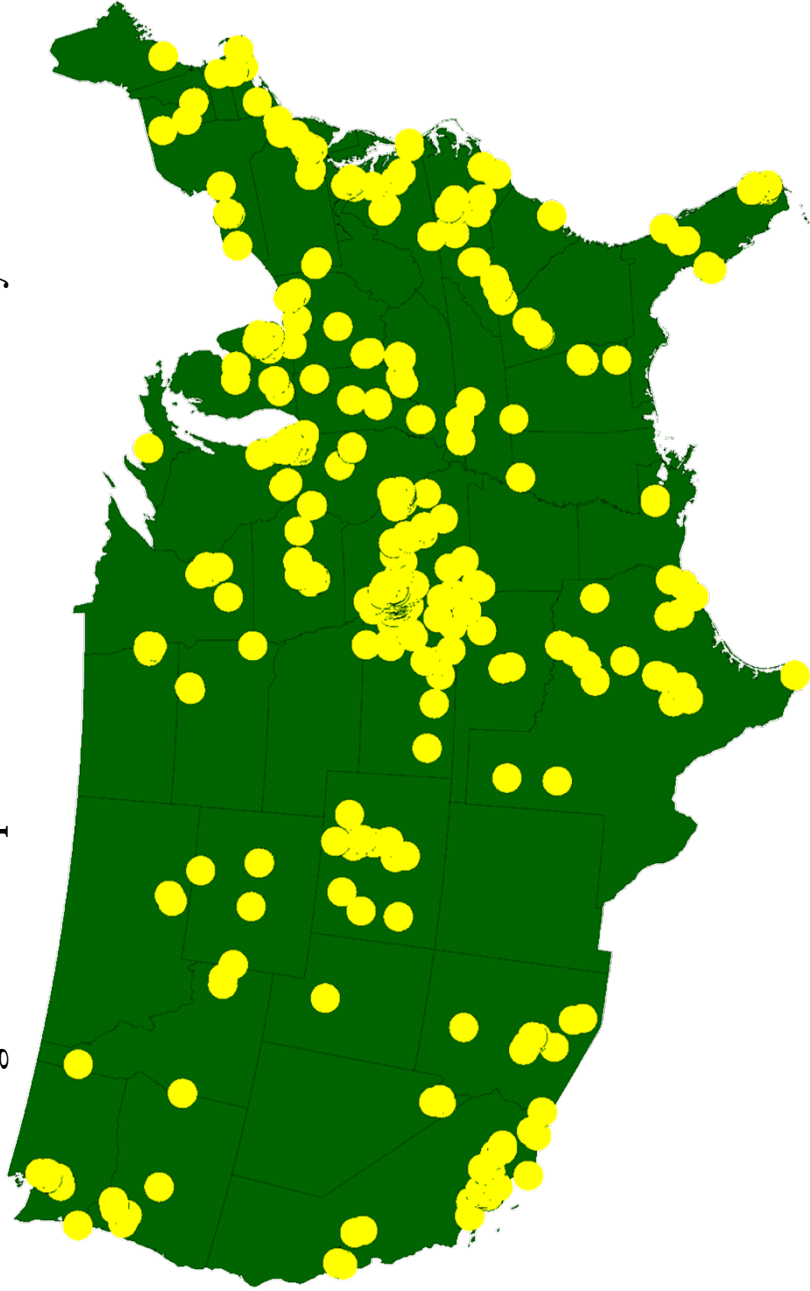
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# Agenda

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- Purpose and Methodology
- Bottom Line Upfront
- Findings By Topic
  1. Traffic Flow
  2. Homelessness
  3. Public Schools
- Summary
- Questions

# Purpose

- To objectively assess neighbor attitudes about three major issues affecting the City:
  - Traffic Flow
  - Homelessness
  - Public Schools
- Identify priorities for investment and action in each area



# Methodology

- **Method of Administration:**
  - survey administered by mail, phone and Internet
  - random sample of households in each of the City's 4 districts
- **Goal:** 600 completed surveys, including at least 250 with school age children in grades K-12
- **Actual:** 925 completed surveys (with at least 150 from each district) and 260 with school age children in grades K-12
- **Confidence level:** 95%; Margin of error: +/- 3%
- **Sample representative of the City's population both demographically and geographically**

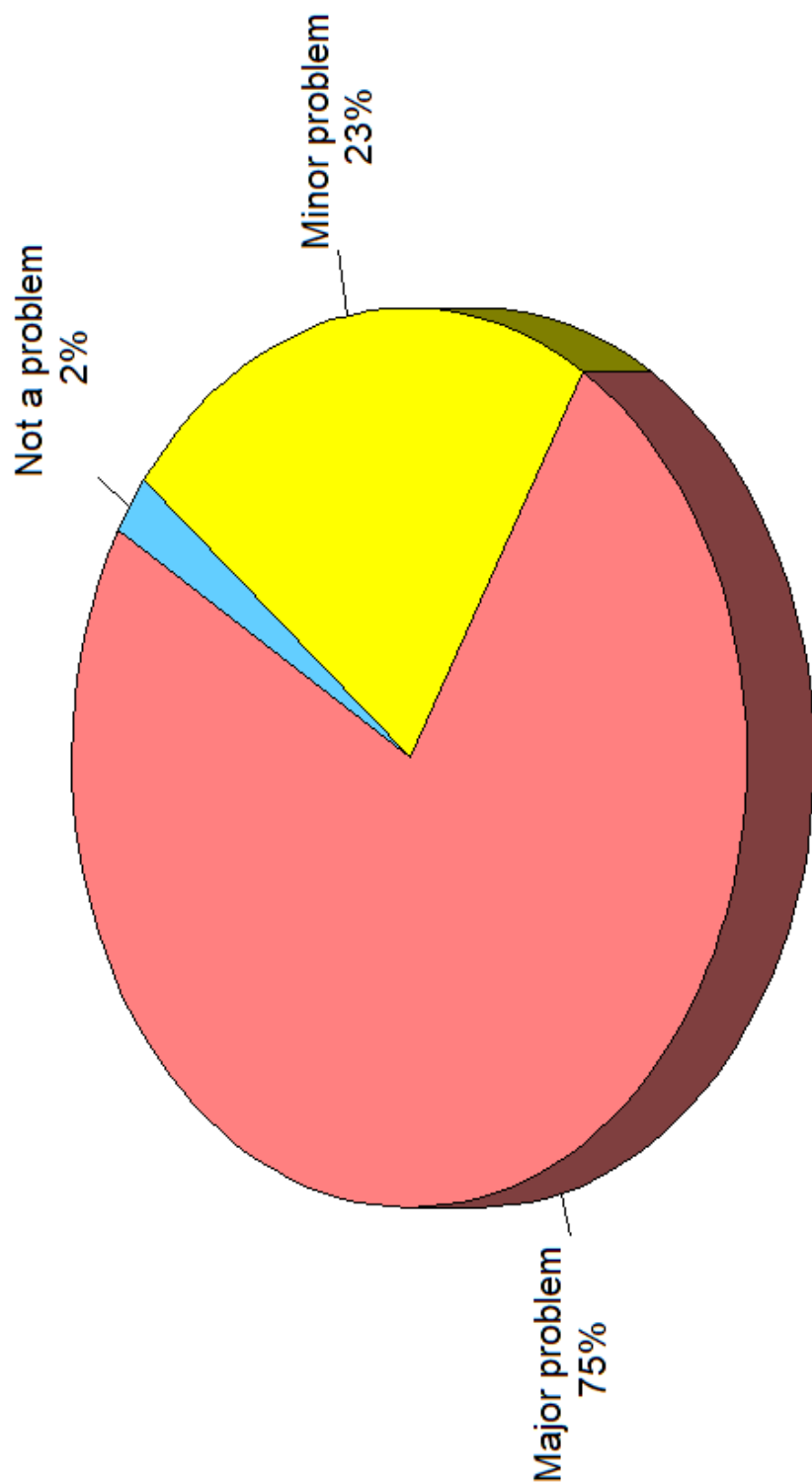
# HOMELINESS

Topic #2



# Q12. Overall, do you think homelessness is a major problem, minor problem, or not a problem in Fort Lauderdale?

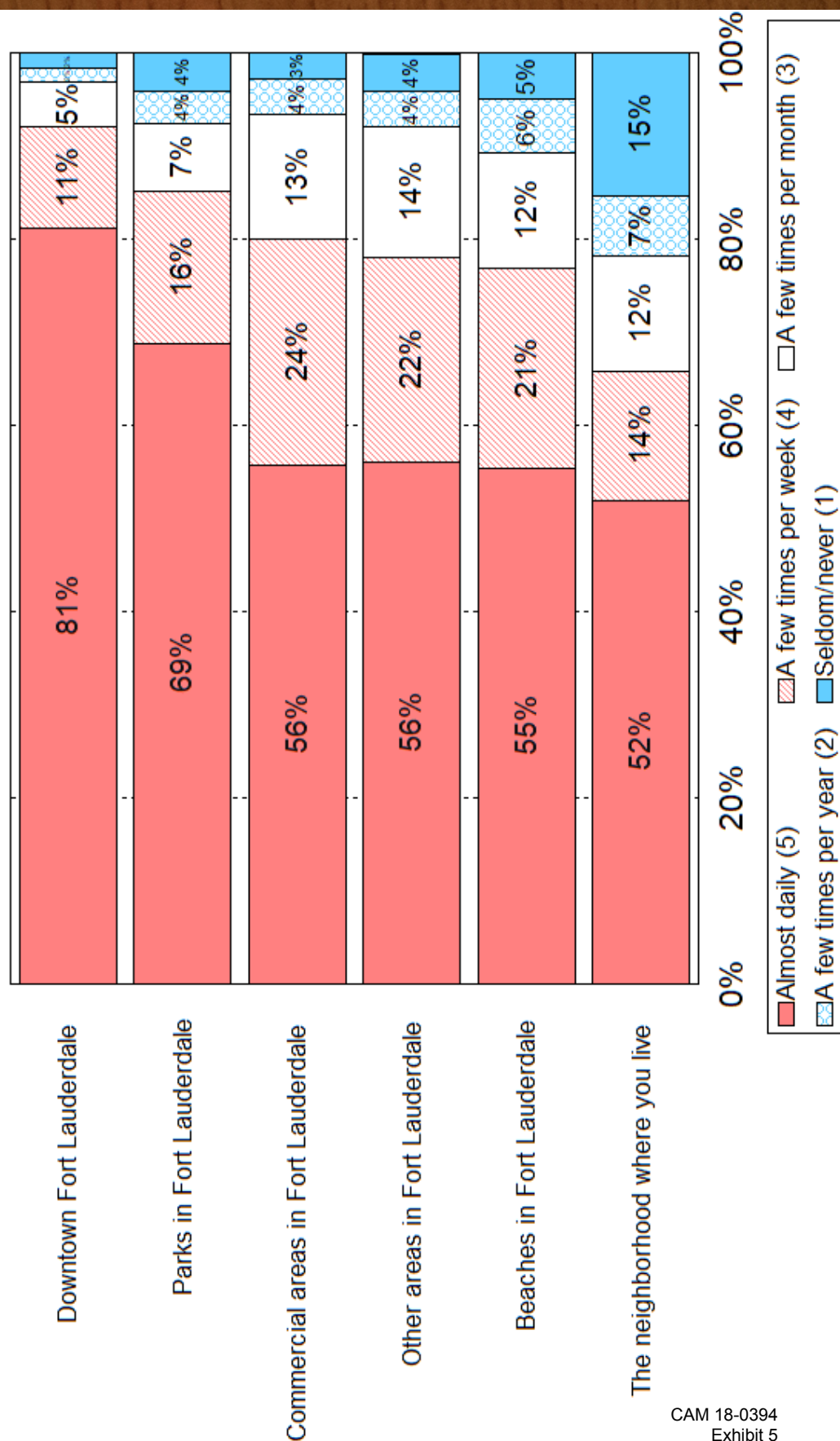
by percentage of respondents (excluding "don't know")





# Q13. How Often Respondents Observe Homeless People in the Following Areas of Fort Lauderdale

by percentage of respondents (excluding "don't know")



[illegible]

Mean rating on a 5-point scale



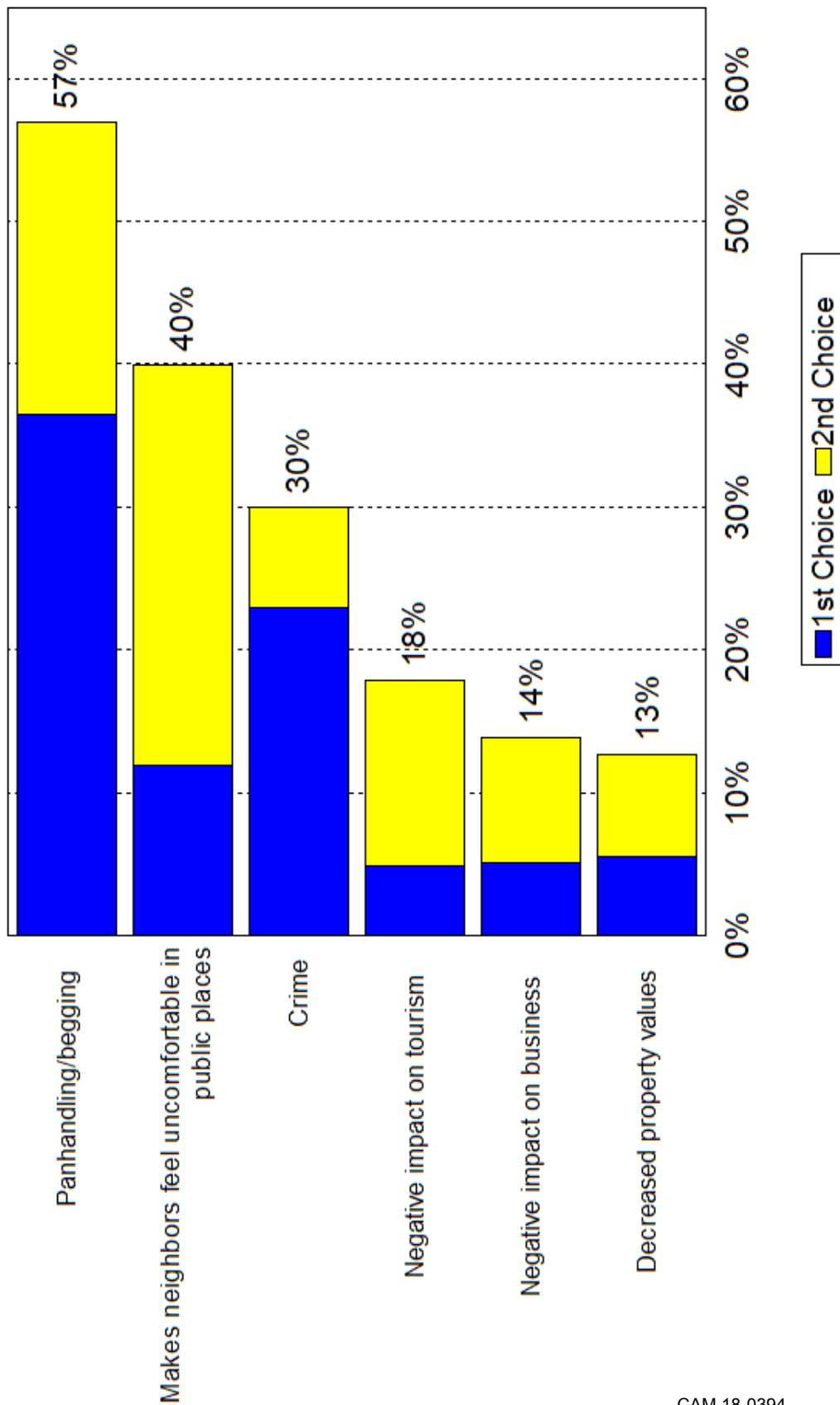
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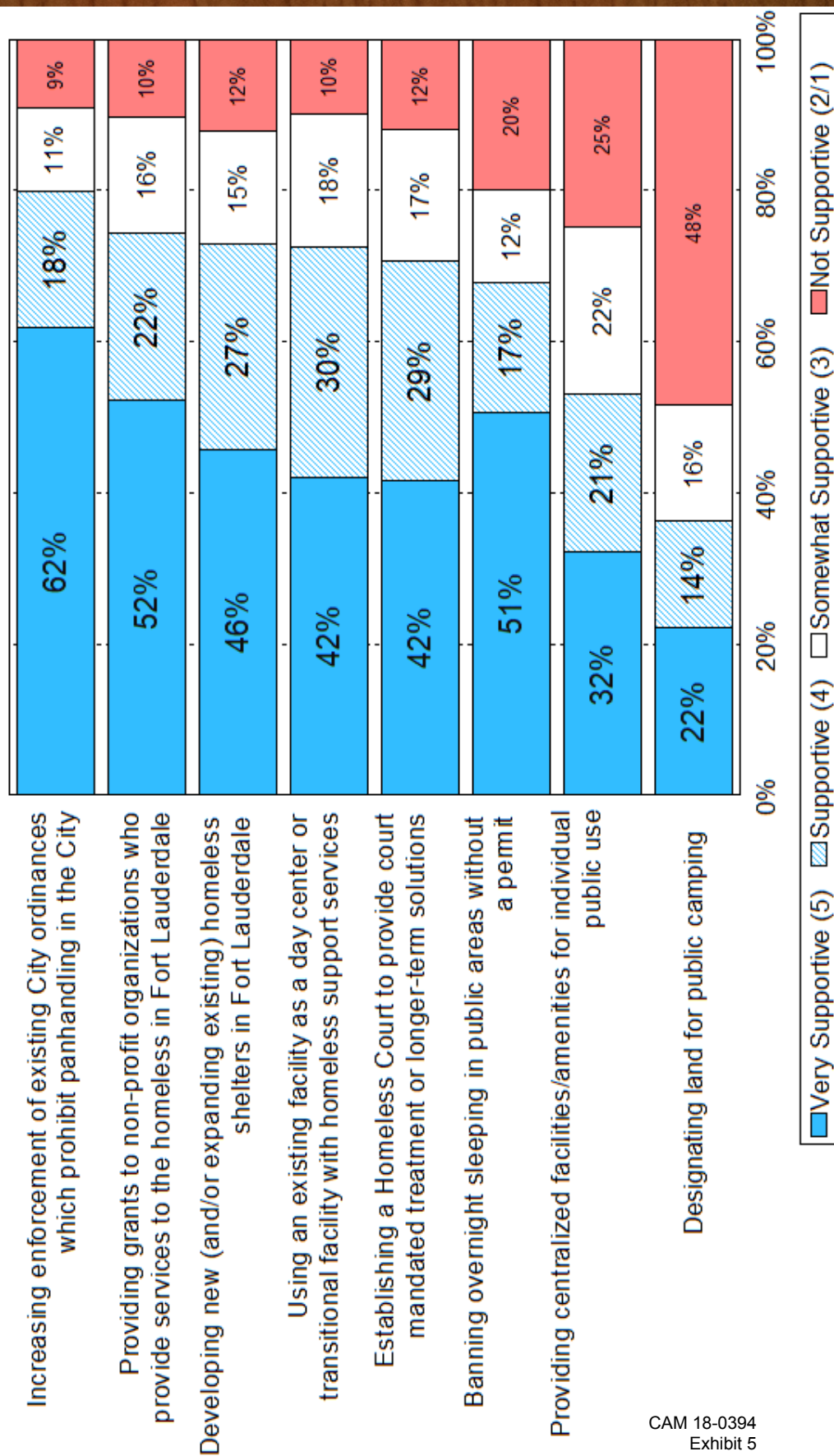
# Q17. Top TWO Concerns Associated With Homelessness in Fort Lauderdale

by percentage of respondents who selected the item as one of their top two choices



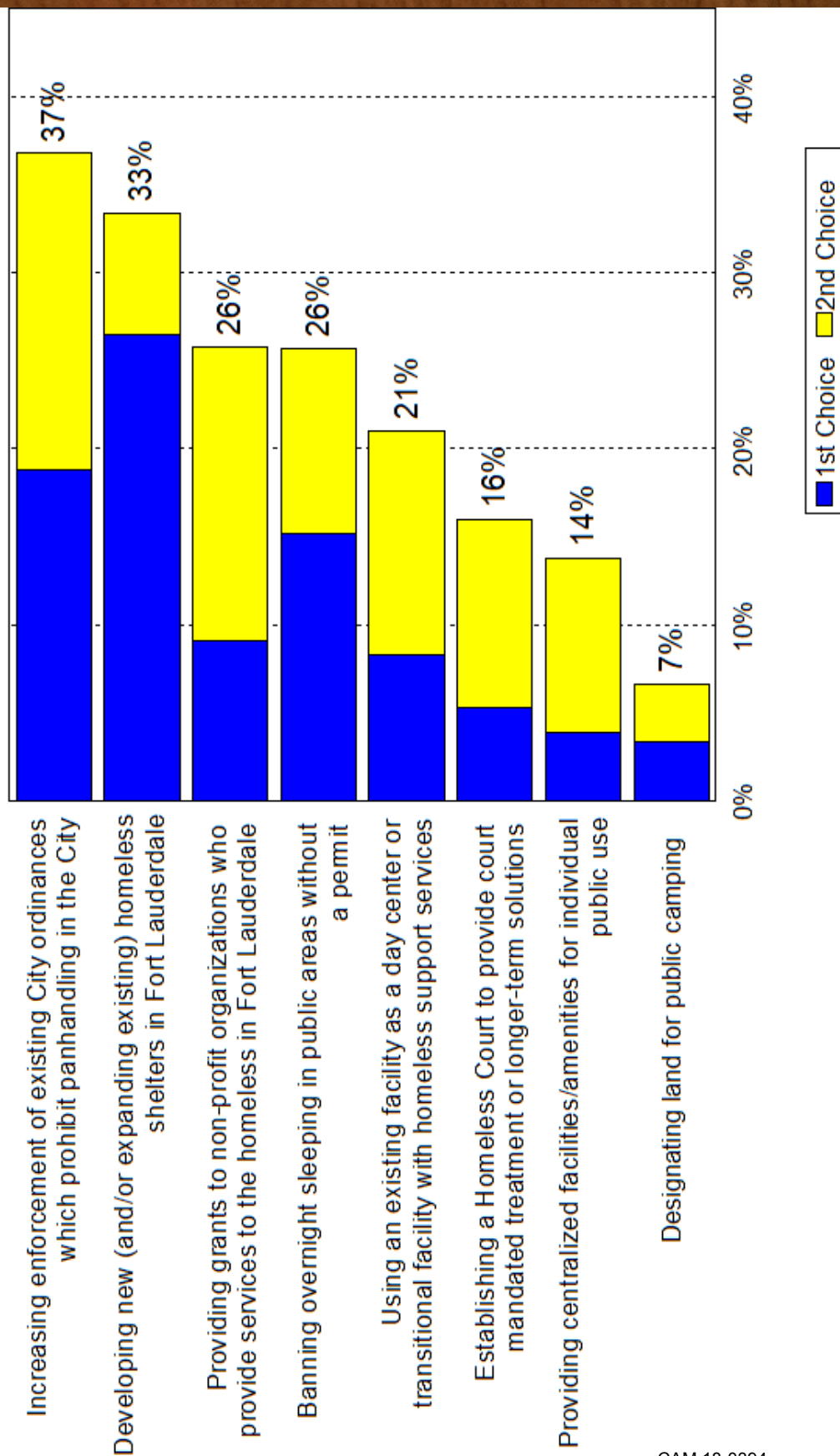
# Q14. Support for the City Doing the Following to Address Homelessness

by percentage of respondents (excluding "don't know")



# Q15. TWO Actions Respondents Are Most Supportive of the City of Fort Lauderdale Pursuing

by percentage of respondents who selected the item as one of their top two choices



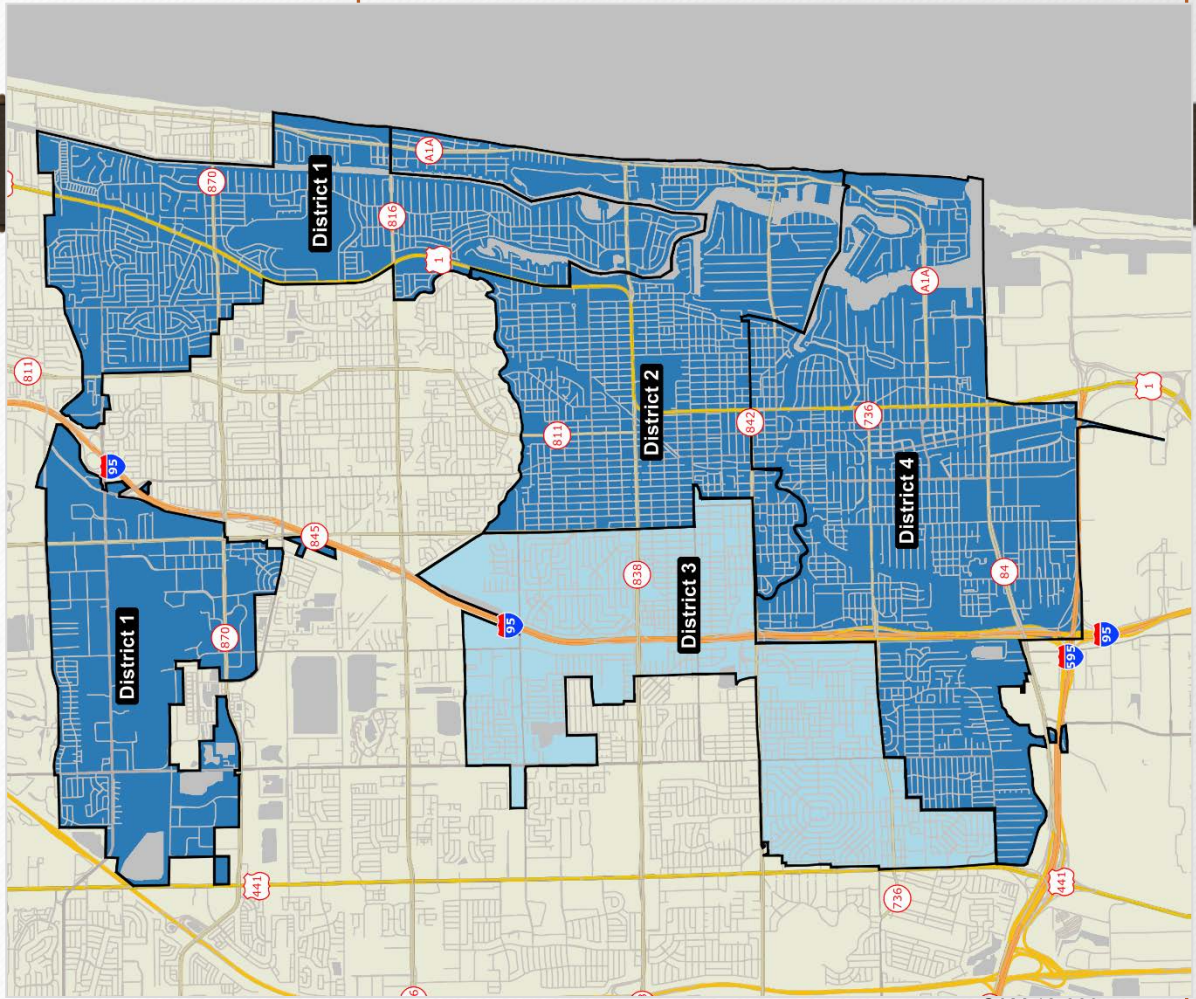
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Exhibit 5

Page 171 of 178

Source: ETC Institute (2017 - Fort Lauderdale Special Survey)



# Support for increasing enforcement of existing City ordinances which prohibit panhandling in the City



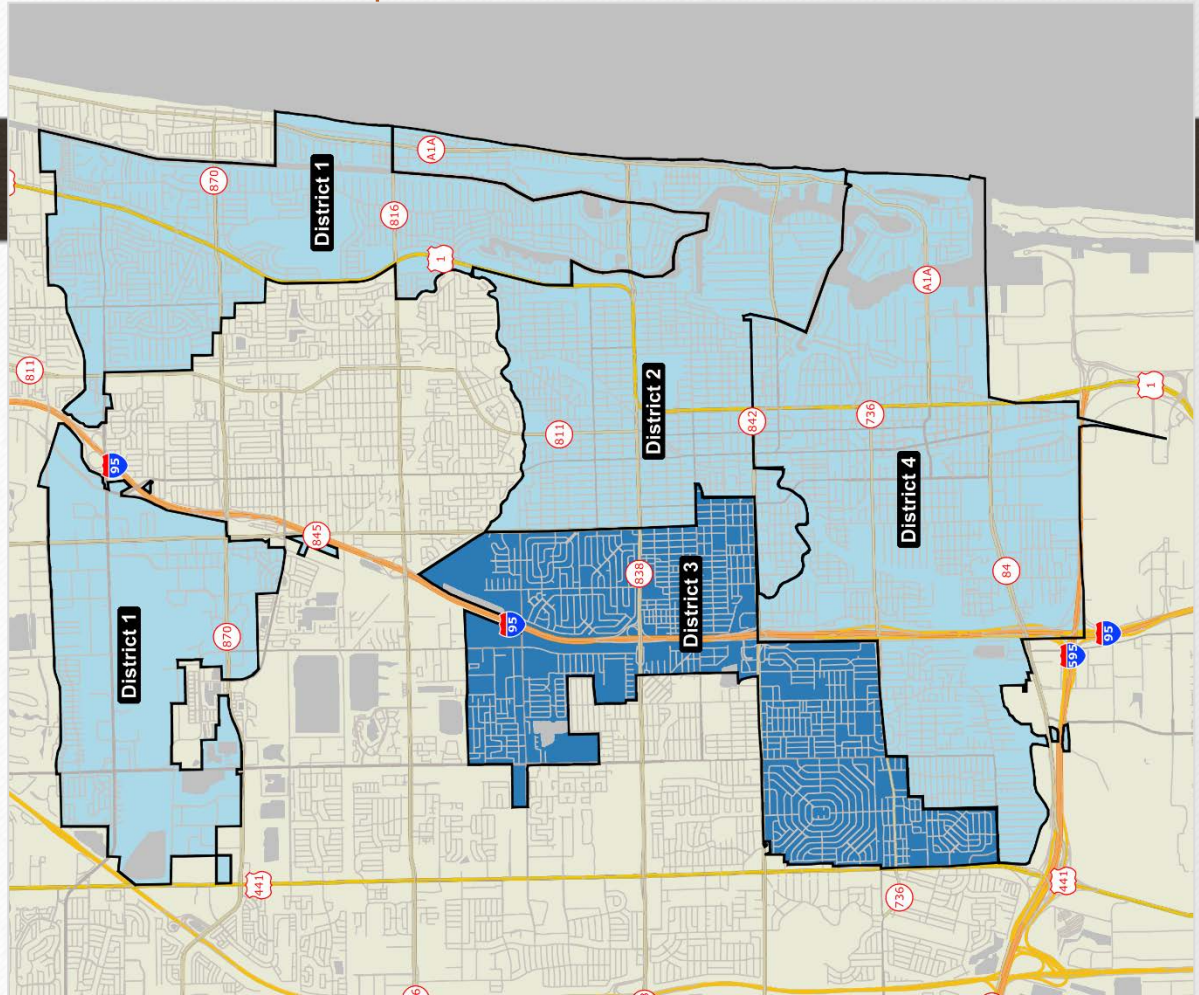
## Level of Support

Mean rating on a 5-point scale

- 1.0-1.8 Not At All Supportive
- 1.8-2.6 Not Supportive
- 2.6-3.4 Somewhat Supportive
- 3.4-4.2 Supportive
- 4.2-5.0 Very Supportive
- No Response

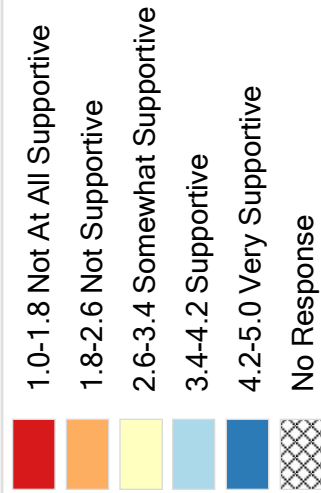


# Support for developing new (and/or expanding existing) homeless shelters in Fort Lauderdale



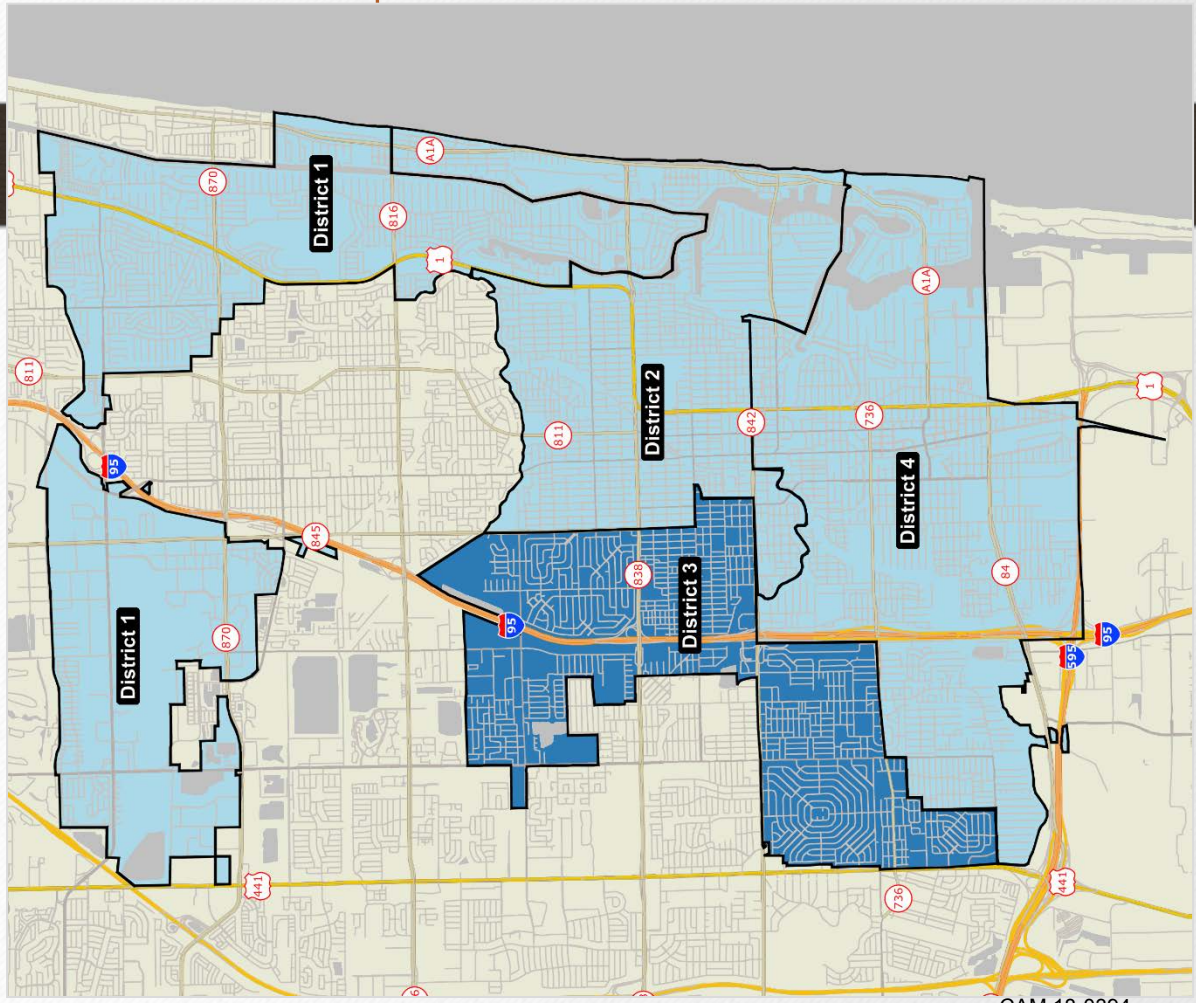
## Level of Support

Mean rating on a 5-point scale



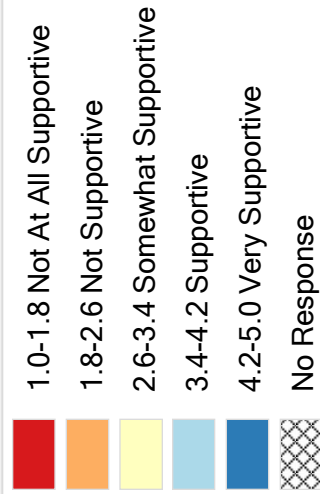


# Support for providing grants to non-profit organizations who provide services to the homeless in Fort Lauderdale



## Level of Support

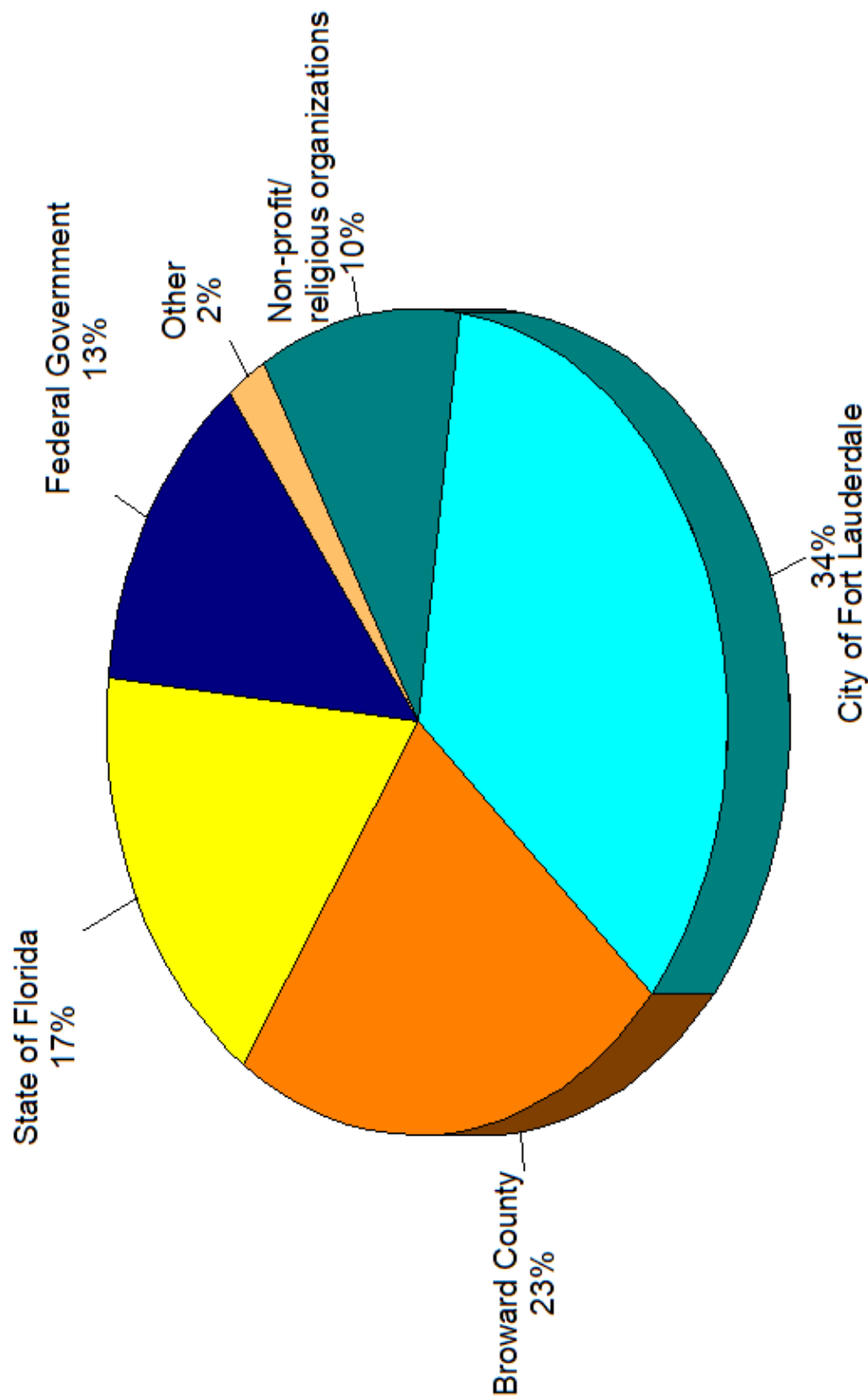
Mean rating on a 5-point scale





## Q21. Organizations That Respondents Think Should Have the Most Responsibility for Addressing the Issue of Homelessness in Fort Lauderdale

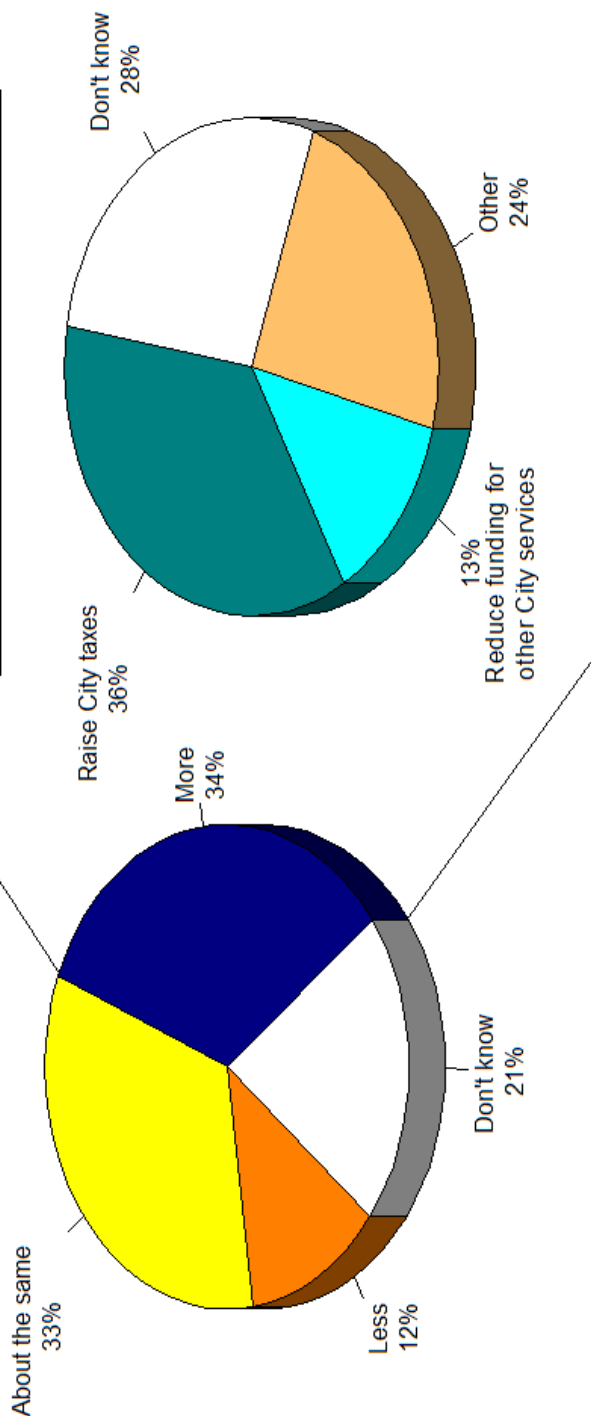
by percentage of respondents who are employed outside the home (excluding "not provided")



# Q18. What Respondents Think the City Should Spend on Homelessness

by percentage of respondents

**Q18a. If MORE, which of the following would be your preferred method of increasing funding for homelessness initiatives in Fort Lauderdale?**



Source: ETC Institute (2017 - Fort Lauderdale Special Survey)

# Summary: Homelessness

- Most residents think homelessness is a major problem in the City
- Actions residents support most to address the issue of homelessness in the City
  - Increase enforcement of existing ordinances
  - Developing homeless shelters
  - Providing grants to organizations that help the homeless
  - Banning overnight sleeping in public areas without a permit
- One-third of residents think the City should spend more to address homelessness

## **Attachment B10**

### **Instructor Certificates / Approved Curriculum**

The Partnership is requesting funding for essential services (food for client meals and bus passes), therefore, this attachment is not applicable.