

EXHIBIT A.1
Cash Transfer

Purpose of this Agreement

The purpose of this Agreement is to set forth the terms and conditions under which the Public Agency will provide non-Federal share as an allowable source of match in accordance with 34 C.F.R. § 361.60(b) and consistent with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. § 200.306(b)

I. DESCRIPTION OF THE PROGRAM

A. Purpose of the Program

1. Purpose Statement

The DOR and Public Agency will combine both staff and financial resources to provide an integrated program of vocational rehabilitation services for individuals with disabilities who are eligible to receive services from both DOR and Public Agency (hereinafter referred to as “mutual consumers” or “DOR consumers”). The services are designed to prepare for, secure, retain, advance in, or regain employment that is consistent with the individual’s unique strengths, resources, priorities, concerns, abilities, capabilities, interest, and informed choice

2. Target Population

The target population are individuals with disabilities who have been determined eligible to receive services from both DOR and Public Agency. Specifically, the individuals must be determined eligible for vocational rehabilitation services by DOR personnel consistent with 34 C.F.R. 361.42(a)(1).

3. Target Geographic Area

Mutual consumers residing in the following DOR districts:
San Francisco District
Blind Field Services

4. Outcome Goals

For fiscal year 2022-23, it is expected that a total of 757 unduplicated SDCBHS/DOR consumers will receive services through the cooperative contract. As a result of services provided through this contract, it is expected that DOR will:

- Open 309 new cases
- Develop 263 new Individual Plans for Employment (IPE)
- Close 192 cases successfully

For fiscal year 2023-24, it is expected that a total of 757 unduplicated SDCBHS/DOR consumers will receive services through the cooperative contract. As a result of services provided through this contract, it is expected that DOR will:

- Open 309 new cases
- Develop 263 new Individual Plans for Employment (IPE)
- Close 192 cases successfully

For fiscal year 2024-25, it is expected that a total of 757 unduplicated SDCBHS/DOR consumers will receive services through the cooperative contract. As a result of services provided through this contract, it is expected that DOR will:

- Open 309 new cases
- Develop 263 new Individual Plans for Employment (IPE)
- Close 192 cases successfully

B. Scope of Vocational Rehabilitation Services to be Provided Under the Program

1. Description of Services

The DOR may provide, arrange, or purchase vocational rehabilitation services necessary for determining eligibility, priority for service, and vocational rehabilitation needs.

The DOR may also provide, arrange, or purchase vocational rehabilitation services identified in a DOR consumer's Individualized Plan for Employment that are necessary to assist the individual in preparing for, securing, retaining, advancing, or regaining an employment outcome in a competitive integrated employment setting. The vocational rehabilitation services will be provided consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

Additionally, DOR and the Public Agency have identified the following vocational rehabilitation service(s) as integral to achieving the program outcome goals. Services may include, but are not limited to, the following:

- a. Vocational Assessments
- b. Employment Preparation
- c. Job Development and Placement
- d. Retention
- e. Short-Term Supports

C. Role of Each Participating Agency in the Provision of Services

1. Role of DOR

To achieve the outcome goals for this program:

- a. DOR staff will be responsible for the following:

- a. Utilize non-Federal dollar cash match from Public Agency to leverage Federal dollars.
 - i. In collaboration with Public Agency, DOR will identify local partners to provide direct services to DOR consumers, utilizing the Federal dollars leveraged from this agreement.
- b. The DOR Senior Vocational Rehabilitation Counselor, Qualified Rehabilitation Professional (SVRC-QRP) will perform the following duties:
 - i. Receive referrals from Public Agency.
 - ii. Complete intake and eligibility determination process for the individuals referred by Public Agency.
 - iii. Provide counseling and guidance and develop an Individualized Plan for Employment (IPE) in collaboration with the DOR consumer consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.
 - iv. Authorize services and refer the DOR consumer to a local partner to provide vocational rehabilitation services that are consistent with the DOR consumer's IPE and 34 C.F.R. 361.38.
- c. Actively participate in Quality Assurance Activities listed below.

2. Role of Contracting Public Agency

To achieve the outcome goals for this program:

- a. Contracting public agency staff will be responsible for the following:
 - a. Provide the full non-Federal cash match amount identified below as per the timeline identified in Exhibit B.
 - b. Identify individuals who would benefit from DOR vocational rehabilitation services and refer said individuals to DOR consistent with 34 C.F.R. 361.38.
 - c. Actively participate in Quality Assurance Activities listed below.

D. Quality Assurance Activities

1. Data Sharing and Reporting Plan

At a minimum, DOR agrees to provide the following data set(s) with Public Agency on a **MONTHLY** basis consistent with 34 C.F.R. 361.38:

- DOR Goals and Outcomes

2. Progress Monitoring

The Contract Administrators or their designees agree to meet **QUARTERLY** to review progress toward outcome goals, resolve issues, and ensure the continuity of all Agreement components.

Progress measures are identified in sections I(A)(4) and/or I(D)(1).

3. Program Evaluation

At a minimum, DOR and Public Agency agree to an annual review of the program's overall impact and outcomes. This can be completed during one of the Progress Monitoring meetings held at least quarterly. The Contract Administrators will complete this activity.

E. Contract Administrators

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