



# CITY COUNCIL STAFF REPORT

DATE: JULY 28, 2022

BUSINESS & LEGISLATIVE

SUBJECT: REQUEST FOR FUNDING SUPPORT FOR GUARANTEED INCOME PILOT PROGRAM

FROM: Justin Clifton, City Manager

---

## SUMMARY:

This agenda item is to advance a request to City Council from Queer Works and DAP Health to fund a Guaranteed Income Pilot Program (also referred to as a Universal Basic Income Pilot Program).

## RECOMMENDATION:

Direct Staff as appropriate.

## BACKGROUND:

City Council, at its March 24, 2022, meeting, approved a \$200,000 contribution to Queer Works and DAP Health for the application and design phase of a Guaranteed Income Pilot Program. The funds were designated, among other things, to help Queer Works and DAP Health prepare a request for State funding as part of a \$35,000,000 State budget allocation to support such pilot programs. This follow up request for \$500,000 would provide matching funds for a state grant; or, in the event grant funds are not awarded, would be used to help fund a smaller program without State funding assistance.

DAP Health and Queer Works have made numerous program changes as they have evaluated program design and anticipated State funding criteria. The original program design contemplated a \$1,000,000 request from the City as a 50% match to State funds to serve 40 participants. Of the 40 participants, 20 would receive monthly income stipends of between \$600-\$900 and support services while the remainder would comprise a control group that might receive services but no stipend. The original program design contemplated eligibility criteria focused on trans and non-binary residents of very low income.

The program design has been revised to include a \$500,000 request in City funds, which would be matched with \$500,000 in local philanthropy. The combined \$1,000,000 in local funds would then be pledged as match to a grant request for \$2,000,000 in state funding. The program is now targeting 180 participants to receive monthly stipends of \$800 for a period of 18 months. The program continues to target individuals with very low incomes, ranging from \$0 – approximately \$16,600 per year. The program will also continue to target trans and non-binary residents but will not be exclusive to those groups. Participants of the program will receive additional support services including medical care, mental healthcare, wellness, and transportation.

The proposal includes a \$3,000,000 budget whereby \$2,592,000 (86%) is pledged directly to income payments. The budget also includes \$318,000 for staffing costs, \$86,000 for research and evaluation services, and \$4,000 for participant engagement related services. Lastly, the proposal includes \$1,618,049 in pro bono services beyond the scope of the \$3,000,000 budget. Additional details of the program design and budget can be found in the DAP Health and Queer Works Proposal included as **Attachment A**.

In addition to the progress made revising the program design and budget, DAP Health and Queer Works have also identified partners that will help administer the program. Program management and health and social services will be provided by DAP Health and Queer Works. Income verification and fund distribution will be provided by Steady, a financial technology organization with experience with guaranteed income programs. Research and evaluation of the program will be provided by Center for Guaranteed Income out of the University of Pennsylvania. Mayors for a Guaranteed Income will assist as subject matter experts. The proposal also identifies a number of state and local supporters. A more detailed outline is provided on the Project Support provided as **Attachment B**.

Lastly, Queer Works and DAP Health have provided additional details outlining information on universal basic incomes and expected outcomes, included as **Attachment C**.

For reference, the staff report for the March 24, 2022, meeting where approval of \$200,000 for the application and design phase of the Guaranteed Income Pilot Program can be found on the City's website, a shortcut for which is provided [here](#). The Memorandum of Understanding (MOU) between the City and Queer Works/ DAP Health is provided as **Attachment D**.

#### ALIGNMENT WITH STRATEGIC PLANNING:

This item is consistent with the principle of social justice and equity that underpins Council's strategic priorities and is potentially consistent with goals related to economic

development. This item was not included in original strategic priorities or workplans.

FISCAL IMPACT:

This item was considered during the Fiscal Year 2022-23 budget process but was not included as a line-item allocation in the final approved budget. If Council is inclined to approve this funding request, Staff recommends using funds allocated to the \$2 million set aside of economic development or \$2.4 million of ARPA funds the City will receive this year that is planned for new expenses.

REVIEWED BY:

|               |                |
|---------------|----------------|
| City Manager: | Justin Clifton |
|---------------|----------------|

ATTACHMENTS:

- A. DAP Health and Queer Works Proposal on Guaranteed Income Pilot Program
- B. Outline of Project Support
- C. Background Information on Guaranteed Income Programs
- D. MOU between the City and Queer Works/ DAP Health

# **ATTACHMENT A**



*With the City of Palm Springs' support, we'll double the number of individuals served.  
With State funding, we'll quadruple it!*

## **THE ASK**

DAP Health and Queer Works respectfully request \$500,000 from the City of Palm Springs to provide Universal Basic Income targeted at extremely low income people.

## **PROJECT ABSTRACT**

DAP Health and Queer Works, two Palm Springs-based nonprofit organizations, propose to partner in the implementation of a universal basic income pilot program serving extremely low-income clients of either agency. Based on best practices of successful guaranteed income initiatives nationwide, this program will provide extremely low-income individuals with short-term financial support which they can spend to improve their current life circumstances and long-term economic self-sufficiency.

Participants in the pilot program will be provided with this basic level of income for a period of 18 months. They will also be provided with benefits counseling to ensure that this financial stipend complements, but does not supplant, any other government safety net support they may be receiving.

The uses and impacts of the basic income will be tracked, evaluated, and reported on. The fact that pilot participants will be established clients of DAP Health and/or Queer Works (rather than people with no prior connection to the agencies) will be helpful to data analysis and reporting. DAP Health and Queer Works will already have detailed information about each participant's health history, service usage history, and current safety net benefits; a relationship of mutual trust will already be established; and reliable, ongoing communications channels with participants will already be in place.

In addition to assisting our low-income clients in the short-term, our hope is that this pilot will demonstrate proof of concept for the efficacy of the basic income strategy. The City's support will help other nonprofits offer similar programs in the future. It is important to note that this program will be open to anyone who fits the eligibility criteria:

- Living, working or spending the majority of their time in Palm Springs
- Between 0-30% of Area Median Income
- Enrolled in either Queer Works or DAP Health services

## **OUR TARGETED POPULATION**

While we are targeting several subgroups within the DAP Health and Queer Works (Hispanic/Latino, Black, and Transgender/Nonbinary (TGNB) individuals), for the purposes of this summary, we will focus on individuals who are income verified at 0-30% of Area Median Income, i.e., Acutely to Extremely Low Income as per HUD guidelines. In [Riverside County, CA](#), this equates to less than \$16,600 per year for a single person household.



**PROGRAM DESCRIPTION**

Basic income initiatives around the country have already provided promising evidence that short-term relief from the daily struggles of financial survival helps low-income people to identify and implement strategies that improve their life circumstances and financial self-sufficiency.

Each participant will receive one direct monthly cash payment of \$800 for a period of 18 months. This \$800 figure was arrived at by combining the USDA Thrifty Food Plan’s estimated average monthly cost for food, plus roughly half the average monthly rent for an inexpensive one-bedroom apartment in Riverside County, as calculated by sources including Rentcafe and Zumper. Participants will also receive benefits counseling to help ensure they continue to receive all existing safety net benefits for which they are enrolled.

Beyond the guaranteed income and benefits counseling, this pilot program will deliver additional services for program participants valued at \$1,598,049.

Queer Works’ services include:

|   |                 |
|---|-----------------|
| Mental Health Care<br>(individual, group, family) | Case Management |
|---|-----------------|

DAP Health’s services include:

|                      |                         |
|----------------------|-------------------------|
| Medical Primary Care | Addiction Services      |
| Wellness Program     | Food                    |
| Transportation       | Medical Case Management |

Our project team is comprised of the following partner organizations:

- **Program Management:** [Queer Works](#) & [DAP Health](#)
- **Income Verification & Funding Distribution:** [Steady](#)
- **Research & Evaluation:** [Center for Guaranteed Income Research](#)
- **Subject Matter Expert Consultants:** [Mayors for a Guaranteed Income](#)
- **Healthcare and Social Services:** Queer Works & DAP Health

**BUDGET OVERVIEW**

Our first goal is to raise \$1 million from the City of Palm Springs and donors. Achieving our \$1 million fundraising goal will satisfy the State’s 50% funding match requirement. Our second goal is to secure \$2 million from the State of California Department of Social Services for a total budget of \$3 million. With the City of Palm Springs’ support, we’ll double the number of individuals served. With State funding, we’ll quadruple it!



As illustrated below, with a \$3 million budget, this pilot will provide 180 participants with \$800 of basic income per month for a period of 18 months:

**86% of funds go directly to clients. 14% goes toward program staff**

| ITEM DESCRIPTION   | TOTAL                |
|--|----------------------|
| Guaranteed Income Payments: 180 participants @ \$800/month x 18 months | \$ 2,592,000         |
| Project Director @ \$59,000/year x 2 years                             | 118,000              |
| Benefits Counselors (2) @ \$50,000/year x 2 years                      | 200,000              |
| Research & Evaluation Services   | 86,000               |
| Income Verification & Distribution Services (Value: \$20,000)          | Pro Bono \$20,000    |
| Participant Engagement, Recruitment & Application Review               | 4,000                |
| In-Kind Medical and Social Services (Value: \$1,598,049)               | Pro Bono \$1,598,049 |
| <b>TOTAL</b>   | <b>\$ 3,000,000</b>  |

## FUNDING

- The California Department of Social Services (CDSS), set aside \$35 million for guaranteed income initiatives in its current budget. To be eligible for CDSS funding, applicants must demonstrate 50% in matching funds.
- The City’s \$500,000 will be matched through fundraising. Given the success of similar basic income programs, both foundations and individuals have identified themselves.
- It’s important to note if the State of California’s declines our application DAP Health and Queer works will produce this pilot program on a smaller scale using the project budget available.

*“I am a single mother with two sons in college. I was born in Jalisco, Mexico and have been living in South Central Los Angeles for 20 years. I applied to BIG:LEAP because I was facing economic struggles. I used to work in a sewing factory that closed down at the start of the COVID-19 pandemic. I felt that I was drowning but with the funds from BIG:LEAP, I feel that I am now able to breathe. I have been able to use the funds for rent, food, and bills. I shop at the dollar store and go to food banks to be able to stretch out the money as much as possible. Thanks to BIG:LEAP, I was able to use some of the money to buy my son his college graduation cap and gown and shoes. Without the help from the program, I would not be able to survive in the face of this inflation.”*

[https://static1.squarespace.com/static/60ae8e339f75051fd95f792e/t/62bc9048ca808c62602369fc/1656524873311/MGI\\_Year+In+Review+2022\\_Final.pdf](https://static1.squarespace.com/static/60ae8e339f75051fd95f792e/t/62bc9048ca808c62602369fc/1656524873311/MGI_Year+In+Review+2022_Final.pdf)

In gratitude for your consideration,  
David Brinkman and Jacob Rostovsky

# **ATTACHMENT B**



PROJECT SUPPORT

**Program Design & Implementation**

[Steady](#) is a financial technology organization that is highly experienced with guaranteed income programs. The organization’s “income intelligence platform” helps part-time workers increase their earnings, is used to distribute state and local public benefits, and is also employed by many guaranteed income initiatives nationwide

[Center for Guaranteed Income Research](#) Social Policy & Practice (CGIR) at the University of Pennsylvania, is an applied research center specializing in cash-transfer research, evaluation, pilot design, and narrative change

[Mayors for a Guaranteed Income](#) (MGI) is a nonprofit organization that advocates for direct, recurring cash payment programs that help to lift all communities and build a more resilient and just nation

**Local and County Support**

The Center CV  
Diversity Committee, University of California, Riverside

**Community Advocates & Application Enrollment**

Trans Community Project  
Transgender Community Leader Coalition

**Political and State Support**

Congressman Takano  
Senator Weiner  
California LGBTQ Health and Human Services Network  
California LGBTQ Legislative Caucus

# **ATTACHMENT C**

### **What is Universal Basic Income?**

Universal basic income (UBI) is an unrestricted monthly, cash payment given directly to individuals to help supplement their income (or lack thereof) and a UBI pilot is designed to test the impact of these payments.

Pilots are often designed to help financially stabilize the most marginalized community members and learn information to help create future, evidence-based policies, and programs. A guaranteed income is meant to supplement, rather than replace, the existing social safety net and can be a tool for racial and gender equity.

While existing U.S. safety net benefits programs are valuable, they typically come with multiple conditions to apply, such as employment, no drug-related offense convictions, or the presence of minors in the household. Programs such as EITC, Medicaid, and SNAP provide conditional, means-tested, and often in-kind benefits (like food or housing). Additionally, these programs typically have restrictions on use of funds, which can make it difficult for recipients to use the funds to address their needs. For example, a housing voucher cannot pay for education or clothes. By contrast, guaranteed income provides unconditional cash support, giving each person the ability to make choices about how to best use the funds, empowering them to invest in their present lives and future.

### **The Role of Municipality**

According to the Mayor's for a Guaranteed Income coalition, City Council are closest to the communities they serve, observing everyday effects of economic volatility. This makes the elected representatives of a community the best equipped to advocate for their residents. Furthermore, unrestricted cash helps to keep constituents financially secure and stimulate the local economy.

### **The SEED Program**

Our program will be developed around The Stockton Economic Empowerment Demonstration (SEED), the nation's first mayor-led guaranteed income initiative. Led by Mayor Michael D. Tubbs, SEED's 24-month program gave \$500 monthly unconditional cash stipends to 125 individuals. SEED is thought to be huge success is often use as the model to current UBI programs.

#### SEED's key findings and outcomes:

- UBI reduced income volatility, or the month-to-month income fluctuations that households face.
- UBI enabled recipients to find full-time employment. Recipients of guaranteed income were healthier, showing less depression and anxiety and enhanced wellbeing.
- The guaranteed income alleviated financial scarcity creating new opportunities for self-determination, choice, goal-setting, and risk-taking

# **ATTACHMENT D**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF PALM SPRINGS, DESERT AIDS PROJECT,  
AND  
QUEER WORKS**

This Memorandum of Understanding (“MOU”), by and between the City of Palm Springs (“City”), Desert AIDS Project, a California non-profit corporation (“DAP”), and Queer Works, a California public benefit non-profit corporation (“Queer Works”), and together known as the “Parties”. This MOU shall be effective on the date (“Effective Date”) that it is last signed below.

**RECITALS**

WHEREAS, the City is a charter city and California municipal corporation; and

WHEREAS, the City Council at its March 24, 2022 regular meeting considered a request by DAP and Queer Works to provide \$200,000 in financial support for the purpose of conducting due diligence (the “Project”) in pursuing a State grant for a possible guaranteed income pilot program; and

WHEREAS, the State grant involves providing \$35 million in funding for guaranteed income pilot programs over the next five years, pursuant to authority of California Welfare & Institutions Code sections 18997 through 18997.2; and

WHEREAS, the State agency responsible for administering the grant, the California Department of Social Services (CDSS), has stated that the CDSS believes that guaranteed income can be a tool to advance equity for communities that have been disproportionately impacted by poverty and wealth disparities; and

WHEREAS, the CDSS has further stated that it will work in partnership with participants in terms of race, ethnicity, gender, lesbian, gay, bisexual, transgender, queer, intersex, asexual (LGBTQIA) identity, age, disability, housing status, language, immigration status, justice involvement, rural or urban location, and other factors; and

WHEREAS, the Parties believe that transgender and nonbinary individuals are particularly vulnerable to unemployment, homelessness, assault, and discrimination, and as a result have been disproportionately impacted by poverty and wealth disparities; and

WHEREAS, the request would target transgender and/or nonbinary individuals as the participants in the pilot program, and would take into account income disparities as well; and

WHEREAS, this MOU establishes a framework for a sustainable partnership between the Parties in order for mutual support to continue and prosper.

## **AGREEMENT**

Now, therefore, in consideration of the above Recitals and the mutual covenants and obligations contained in this MOU, the Parties agree as follows:

### **I. OBLIGATIONS OF BOTH PARTIES**

Both Parties agree to:

- Foster a strong and cooperative relationship through regular coordination of Queer Works', DAP's, and the City's plans, budgets, resources, events, and programs and make timely decisions on said matters.
- Meet regularly in order to coordinate Project needs and deliverables.
- Publicize the community benefits associated with the Project.
- Conduct all financial affairs with transparency.
- Document and coordinate mutually agreed-upon items and share helpful or pertinent information.
- Comply with all federal, state, and local laws and regulations.

### **II. OBLIGATIONS OF THE CITY**

City agrees to:

- a. Governance/Administration
  - i. Grant the Queer Works and DAP permission to use the name, likeness and logo of the City for uses that support the Project.
  - ii. Draft any required City Council resolution.
- b. Finances
  - i. Provide, on a reimbursement basis, up to Two Hundred Thousand Dollars (\$200,000) for operational costs that are necessary for the Project. City shall make such reimbursement payment within forty five (45) days following the submittal of complete reimbursement requests, as discussed below.

### **III. OBLIGATIONS OF QUEER WORKS AND DAP**

Queer Works and DAP agree to:

- a. Performance of Project
  - i. Perform those activities identified in Exhibit "A", attached hereto and incorporated by reference herein for purposes of pursuing the Project.

- ii. Exercise good faith efforts to remain within the estimated budget attached hereto as Exhibit "B", which is incorporated by reference herein.
- iii. Keep the City apprised of changes made to the program, state grant opportunities, fundraising and other information pertinent to execution of the scope of work.
- iv. Provide to the City Manager a periodic progress report (monthly, unless indicated otherwise by the City Manager, in writing) that would outline activities and progress. Without limiting the generality of the foregoing, such periodic reports shall include basic quantifiable and qualitative information, such as number of individuals participating in focus groups, grants or donations sought and/or received, information gleaned from due diligence etc.

b. Finances

- i. Comply with all IRS, FTB and (as applicable) California Attorney General non-profit requirements to remain in good standing.
- ii. Submit reasonably detailed, written, reimbursement requests, including back-up information (such as invoices, cancelled checks, payroll information) to the City, for purposes of the City's reimbursement of such operational expenses. Such requests shall be provided to the on the 5<sup>th</sup> day of each month following the Effective Date.

**IV. RECORDS AND AUDITS.**

Queer Works and DAP shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to this MOU and such other records as may be deemed necessary by the City or any authorized representative. All records shall be made available at the request of the City, with reasonable notice, during regular business hours, and shall be retained by Queer Works and DAP for a period of three years after the expiration of this Agreement.

**V. AMENDMENT, RENEWAL AND TERMINATION**

- a. The term of this MOU shall commence on the Effective Date and, unless sooner terminated by written agreement of the Parties, shall end on the expiration of one (1) year following the Effective Date ("the Expiration Date"). Either party may renew this MOU for an additional period of one (1) year to commence upon the Expiration Date. To exercise this option to renew, a party must deliver to the other party a written notice of its exercise of the option to renew at least sixty (60) days prior to the Expiration Date.
- b. Any modifications, assignments, alterations, or extensions must be in writing, signed, and approved by both Parties.

- c. This MOU may be terminated, with or without cause, by either Party upon thirty (30) days' written notice; provided, however, that the City shall reimburse to Queer Works and DAP any allowable operation expenses that were reasonably incurred prior to the date of the termination.

## **VI. INDEMNITY**

- a. Each Party agrees to indemnify, defend, and hold harmless the other Party, its officials, directors, officers, agents and employees from any and all liabilities, claims, or losses of any nature, including reasonable attorneys' fees and costs of suit, to the extent caused by, arising out of, or in connection with, the indemnifying Party's negligent or wrongful acts or omissions arising from its respective activities pursuant to this MOU.

## **VII. DISPUTE RESOLUTION**

- a. The Parties agree to work together in good faith to resolve disagreements that may arise under this MOU. Should such a disagreement arise, the Parties having authority to resolve the dispute will meet and negotiate in good faith toward a mutually satisfactory solution. If any disagreement cannot be resolved through such negotiations, the Parties will consider other alternative dispute resolution processes upon which they may later agree. However, if at any time a Party determines that circumstances so warrant, such Party may seek any available remedy without waiting to complete the informal meet and confer process.

## **VIII. GENERAL PROVISIONS**

a. **Assignment.** Neither Party may assign or transfer all or any portion of its rights or obligations under this MOU to any third party, without obtaining the prior written consent of the other Party, which consent shall not be unreasonably withheld. Any purported assignment, without the other Party's prior written consent, shall be void.

b. **Binding Effect.** This MOU shall be binding on all heirs, successors and assigns of the Parties.

c. **Entire Agreement.** This MOU contains the entire agreement and understanding of the Parties on this subject. The Parties understand, acknowledge and agree that no Party, or any agent or attorney for any Party, has made any promise, representation or warranty of any kind whatsoever, express or implied, not contained herein to induce the execution of this MOU. The Parties understand, acknowledge and agree that this MOU has not been executed in reliance upon any promise, representation, or warranty not contained herein.

d. **Applicable Law.** This MOU and all rights and obligations arising out of it shall be construed in accordance with the laws of the State of California. Any legal or administrative action arising out of this MOU shall be conducted in Riverside County, California.



e. Warranty of Authority. The persons executing this MOU on behalf of the Parties represent and warrant that they are duly authorized to execute this MOU and to bind their respective Party to all terms and conditions of this MOU.

d. Severability. If any section, subsection, sentence, clause or phrase of this MOU, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the MOU shall not be affected thereby and may be enforced by the Parties to this MOU.

e. Notices. All notices, demands and communications between the Parties shall be in writing and shall be given by personal delivery, registered mail (return receipt requested, with postage prepaid), Federal Express, electronic mail, or any other reliable private express delivery service to the following addresses:

City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262  
Attn: Justin Clifton  
[Justin.Clifton@palmspringsca.gov](mailto:Justin.Clifton@palmspringsca.gov)

Queer Works  
2510 N. Whitewater Club Dr., Unit B  
Palm Springs, California 92262  
Attn: Jacob Rostovsky  
[jroostovsky@queerworks.org](mailto:jroostovsky@queerworks.org)

Desert AIDS Project  
1695 N. Sunrise Way  
Palm Springs, CA 92262  
Attn: Carl Baker, Director of Legal & Legislative Affairs  
[CBaker@daphealth.org](mailto:CBaker@daphealth.org)

The foregoing names, addresses may be changed at any time by written notice, as provided above.

f. Interpretation. This MOU has been prepared jointly by the Parties, with full access to legal counsel of their own. No ambiguity shall be resolved against any Party on the premise that it or its attorneys were solely responsible for drafting this MOU or any provision thereof.

g. Counterparts. This MOU may be executed electronically, and in one or more counterparts, each of which shall constitute an original.

**IN WITNESS, WHEREOF**, the Parties enter into this Understanding as of the Effective Date.

**[SIGNATURES ON THE FOLLOWING PAGE]**

**SIGNATURE PAGE  
TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF PALM SPRINGS, DESERT AIDS PROJECT,  
AND  
QUEER WORKS**

Agreement no. A9133

**QUEER WORKS**

**CITY OF PALM SPRINGS**

By: \_\_\_\_\_  
Name: Jacob Rostovsky, CEO

By: Justin Clifton  
Justin Clifton, City Manager

Date: 05/23/2022

Date: 5/24/22

By: AG  
Name: Alan Gino, CFO

ATTEST:

Date: 5/23/2022

By: Monique Lomeli  
Monique Lomeli, Interim City Clerk

**DESERT AIDS PROJECT**

APPROVED AS TO FORM:

By: Signed in Counterpart  
David Brinkman, Chief Executive Officer

By: Jeffrey S. Ballinger  
Jeffrey S. Ballinger  
City Attorney

Date: \_\_\_\_\_

By: Signed in Counterpart  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

**SIGNATURE PAGE  
TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF PALM SPRINGS, DESERT AIDS PROJECT,  
AND  
QUEER WORKS**

**QUEER WORKS**

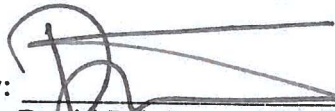
By: Signed in Counterpart  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

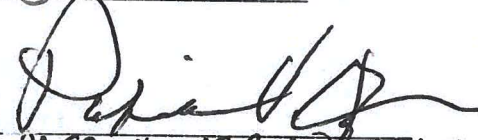
By: Signed in Counterpart  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

**DESERT AIDS PROJECT**

By:   
\_\_\_\_\_  
David Brinkman, Chief Executive  
Officer

Date: 5-23-22

By:   
Name: PATRICK JORDAN, CHAIR OF

Date: 5-24-22 BOARD

**CITY OF PALM SPRINGS**

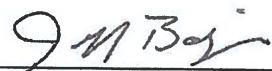
By: Signed in Counterpart  
Justin Clifton, City Manager

Date: \_\_\_\_\_

ATTEST:

By: Signed in Counterpart  
Monique Lomeli, Interim City Clerk

APPROVED AS TO FORM:

By:   
\_\_\_\_\_  
Jeffrey S. Ballinger  
City Attorney

## EXHIBIT A

### GUARANTEED INCOME APPLICATION/DESIGN PHASE

#### Guaranteed Income Phasing Summary

#### Application/Design Phase (April – October 2022)

##### **Draft and submit proposal to MGI**

- Decide on sample size and monthly allocation
- Decide on program duration
- Strategy for protecting benefits (i.e., securing waivers, establishing benefits counseling process, establishing hold harmless fund)
- Staffing needs and training
- Initial design of application process

##### **Fundraising City Funds – decide on match**

- Raise additional funds – seek private donors, foundations, grants
- Apply to funding sources

##### **Community engagement, Phase 1**

- Seek out promotion sources
- Meet with community leaders and community programs
- Brief community survey on funding needs and utilization of funding
- Review current Queer Works data for proposal
- Creation of promotional materials
- Creation of application process (website, flyers, etc.)

##### **Get proposal feedback from MGI**

- Finalize program and submit

##### **Design Needs**

- Program name
- Number of participants
- Income amount
- Eligibility criteria
- County partners
- Storytelling components (if there are any)
- Staff requirements
- Staff salaries

##### **City Tasks**

- Draft city resolution

##### **Staff**

- Create job descriptions



## EXHIBIT B

### BUDGET

#### QUEER WORKS - Budget, MGI Proposal

| Item   | Cost             | Information   |
|--|------------------|---|
| Project Development Consultant = Rolls Into Project Director | \$137,000        | Project Development Consultant salary during project proposal phase. Unused funds will be rolled into Project Director roll.  |
| Application Consultant                                       | \$30,000         | Contract Fee for application development (to state) and consultant. Rolls into application (for submissions to program) design phase.   |
| Benefits Consultant  | \$15,000         | Benefits Consultant salary during project design phase. Unused funds will be rolled into Benefits Counselor during project launch phase.  |
| Community Forum - Stipends                                   | \$3,000          | Stipends for community participants for development phase focus groups. \$100 per participant @ 30 participants. (2 groups of 15).  |
| Community Forum - Operational Costs                          | \$5,000          | Operational costs for focus groups, community events (Zoom hosting, flyers, travel/transportation to community events). Funds not used will be rolled into application recruitment phase.   |
| Business Expenses  | \$10,000         | Business expenses for 6 months of development (Internet, research tools, website hosting, travel expenses, office supplies, meal stipends). Funds not use will be rolled into launch phase. |
| <b>Total</b>   | <b>\$200,000</b> |   |