

**GRANT AGREEMENT**  
**CITY OF CHICO AND TRUE NORTH HOUSING ALLIANCE, INC.**  
**AT 101 SILVER DOLLAR WAY (APN 005-560-037)**

**(CITY OF CHICO / TRUE NORTH HOUSING ALLIANCE, Inc.)**

THIS AGREEMENT is made on July 14, 2021, between the City of Chico, a municipal corporation, ("City") and True North Housing Alliance, Inc., a California non-profit corporation ("Grantee").

WHEREAS, City entered into an agreement with Chico Community Shelter Partnership, a California non-profit corporation for the lease of the City-owned property known as 101 Silver Dollar Way on October 31, 2001 ("Lease"), for the purpose of building and operating an emergency shelter and services program known as the Torres Shelter; and

WHEREAS, on September 17, 2019, the Lease was amended to formally acknowledge the change in Grantee's corporate name from Chico Community Shelter Partnership to True North Housing Alliance, Inc.; and

WHEREAS, Grantee will reconfigure the existing Torres Shelter building with the goals of better serving individuals and increasing the number of beds to serve low-income individuals, located at 101 Silver Dollar Way (the "Property"), and shown in **Exhibit "A"**; and

WHEREAS, Grantee has demonstrated a need to reconfigure/remodel ("Expansion") the Torres Shelter and provide additional emergency shelter beds to unhoused persons of all genders in Chico; and

WHEREAS, Grantee requested, and the City approved, a grant of up to Two Hundred and Eighty-Seven Thousand, Seven Hundred and Sixty-Two Dollar (\$287,762) for the purpose of financing the Expansion, more fully described in **Exhibit "B"**; and

NOW, THEREFORE, Grantee and City agree as follows:

1. FUNDING

Pursuant to this Agreement, City will grant Grantee up to Two Hundred and Eighty-Seven Thousand, Seven Hundred and Sixty-Two Dollar (\$287,762) (the "Grant Funds").

2. USE OF FUNDING

Use of the Funding by Grantee shall be subject to the following terms and conditions:

- A. Any Funding paid to Grantee shall be used solely for the purposes set forth in Exhibit "B."
- B. Grantee shall not use any of the Funding for the purpose of influencing or attempting to influence an elected official or officer or employee of any local,

state or federal agency or in support or opposition of any political candidate or ballot measure.

3. TERM/TERMINATION

The term of this Agreement shall be for ten years ending concurrently with the termination of the current Lease on September 30, 2031.

4. PROJECT TASKS

Grantee will perform, or cause to be performed, the tasks described in the attached Exhibit "B," entitled "Grantee Facilities, Description and Budget for Use of City of Chico funding."

- A. All of the Repairs and Improvements listed under Task A on Exhibit "B" shall be made by a contractor licensed under the laws of the State of California. Grantee's employment of a contractor shall be under an Agreement in writing, a copy of which shall be furnished to City, and shall provide that the contractor will make all of the Repairs and Improvements for a total price not to exceed Two Hundred Thirty Thousand Eight Hundred Thirty-Nine dollars (\$230,839) and shall also provide as follows:
  1. That the contractor will hold City Harmless and free from any and all liabilities arising out of or related to the contractor's performance under the Contractor's agreement with Grantee and that, should any claim be made against City by suit or otherwise arising out of contractor's performance under that agreement with Grantee, contractor will defend City and indemnify City for the amount of any judgment rendered against City or any sums paid out of settlement or otherwise.
  2. That the contractor will maintain, throughout contractor's performance, under Contractor's agreement with Grantee general commercial liability insurance from one or more insurance companies licensed to do business in the State of California with a Best rating of "B" or better, or, in the alternative, an unlicensed U.S. domiciled company or companies with a rating of "A," which provides coverage for bodily injury, personal injury, and property damage liability in the amount of at least \$1,000,000 per occurrence, and \$2,000,000 in the aggregate for each occurrence, with a maximum policy deductible of \$5,000.
  3. That contractor shall maintain worker's compensation insurance coverage, which shall be evidenced by a certificate of insurance in a form approved by City.
- B. The Repairs and Improvements shall be performed in a workmanlike manner and in compliance with all applicable laws, ordinances, rules and regulations of all federal, state, county or municipal governments or agencies now in force or that

may be enacted hereafter, including the restrictions on the use of lead based paint set forth in Title 24, Part 35 of the Code of Federal Regulations.

- C. No additions or changes to the Repairs and Improvements shall be made without the prior written consent of City for each such change or addition. Changes and additions shall be submitted to City as a change order and shall be approved and signed by Grantee and contractor. Any approved change orders shall be incorporated in and become a part of this Agreement.
- D. City, through its officers, agents or employees, shall have the right, at all reasonable times, to enter upon the property and to inspect work on the Repairs and Improvements. If such work is not satisfactory to City, City may stop work on the Repairs and Improvements and order the replacement or correction thereof or additions thereto and withhold all disbursements hereunder until such work on the Repairs and Improvements is satisfactory to City. Notwithstanding the above, City is under no obligation to make or supervise the Repairs and Improvements. Any inspection by City is for the sole purpose of protecting City's security and is not to be construed as a representation that the Repairs and Improvements will be free from faulty material or workmanship. Grantee should make or cause to be made such other independent inspections as Owner may desire for Grantee's own protection.
- E. Grantee irrevocably appoints City as Grantee's agent to file for record any notice of completion, cessation of labor or other notice City deems necessary to file to protect any of the interests of City. However, City shall have no duty to make such filing.
- F. All items listed under Task B on Exhibit "B" shall be the carried out by the Grantee.

#### 5. DISBURSEMENT OF GRANT FUNDS

- A. All disbursements shall be made no more than monthly in conformance with the Project Payment Request Form—**Exhibit "C"** and be eligible expenses as set forth on Exhibit "B." Disbursement of Grant Funds shall be subject to the following terms and conditions:
  - 1. Evidence of submission of a Use Permit application to the City's Planning Division; and
  - 2. Submittal of an Exhibit "C" Payment Request Form and supporting invoices, no more than once monthly.

#### 6. PREFORMANCE REQUIREMENT

During the period beginning 120 days after Grantee receives a Notice of Completion from the City of Chico, through the remaining term of this Agreement, Grantee will provide services to an average of at least 100 low-income persons per day, barring unforeseen

circumstances that lead to a necessary interruption of services. Under such conditions, Grantee shall submit an alternative goal to the City of Chico for approval. The Notice of Completion will be signed and recorded by the City after inspection confirms that all improvements for the Torres Shelter are complete and that all applicable City and Uniform Building Code standards are met.

#### 7. REPORTS

Grantee shall submit to City an annual report, "Report for Use of City of Chico Funds" (**Exhibit "D"**) attached hereto. Such report shall be submitted annually by July 31 of each year during the term of the Agreement, provided however that the first such report shall not be due until the July 31 immediately following the issuance of the Certificate of Occupancy.

#### 8. EVENTS OF DEFAULT

Grantee and City acknowledge that City has made a grant of Two Hundred and Eighty-Seven Thousand, Seven Hundred and Sixty-Two Dollar (\$287,762) to Grantee for the purpose of constructing improvements for the facilities and that the purpose of the grant would be frustrated upon the occurrence of the following events which are deemed to be an "Event of Default."

- A. Substantial deviations from the Repairs and Improvements without prior approval of City or the appearance of defective workmanship or materials which is not corrected within thirty (30) days after written notice thereof.
- B. Failure by Grantee to perform or observe any non-monetary covenant and/or condition set forth in this Grant Agreement for a period of 60 days after written notice thereof has been provided to Grantee by City. Provided, however, that in the event there is any failure by Grantee to perform or observe any covenant or condition of this Grant Agreement which requires more than 60 days to remedy, Grantee shall not be deemed in default of this Grant Agreement if corrective action is instituted within such 60-day period and thereafter diligently pursued until the failure is corrected.
- C. The failure of Grantee to complete the construction or improvements as certified by the City of Chico by December 31, 2021.

#### 9. REMEDY UPON DEFAULT

Upon the occurrence of any Event of Default, City's remedies shall be as follows:

- A. City shall be entitled to specifically enforce the covenants and conditions of this Grant Agreement in an action filed in Butte County Superior Court or any other Court of competent jurisdiction.
- B. City has the right to terminate this agreement. City shall also have the right, but not the obligation, to cure any default.

## 10. LEGAL COMPLIANCE

Grantee shall, at all times, during the term of this Agreement, comply with all legal requirements, including any applicable federal, state or local laws, ordinances, regulations and permits. Grantee shall maintain all presently required permits and shall secure any new permits required by authorities herein with jurisdiction over the work, project, or services provided by Grantee with the Funding.

## 11. INSURANCE

- A. Grantee shall obtain, and maintain throughout the duration of this Grant Agreement, insurance in the following amounts:
1. Commercial general liability insurance (occurrence policy form) from one or more U.S. domiciled insurance companies licensed to do business in the State of California with an A.M. Best Company rating of "B" or better or, in the alternative, an unlicensed U.S. domiciled company or companies with an "A" rating, which provides coverage for bodily injury, personal injury and property damage liability in the amount of at least \$1,000,000 per occurrence, and \$2,000,000 in the aggregate, with a maximum policy deductible of \$5,000.
  2. Workers compensation insurance in the types and amounts as required by law.
  3. Automobile liability insurance of a combined single limit of \$1,000,00.
- B. Grantee shall obtain fire insurance in an amount equal to the full insurable value of the Property with the construction improvements, with extended coverage including vandalism, malicious mischief and a loss payable endorsement naming City as loss payee during the construction period and at all times during the term of this Grant Agreement.
- C. Grantee shall comply with all of the provisions of the Workers' Compensation Insurance and Safety Acts of the State of California, the applicable provisions of the California Labor Code, and all amendments thereto, and all applicable state and/or federal laws and/or regulations.
- D. Insurance coverage furnished by the Grantee may be submitted as one or more policies or part of a blanket policy, but coverage shall conform to the requirements herein and shall pertain to all activities pursuant to this Grant Agreement.
- E. The insurance coverage required herein shall be evidenced by a certificate of insurance with policy endorsements and shall be executed by an authorized official of the insurer(s). In addition to the limits of coverage described above, the

certificate of insurance shall provide that the insurer shall provide to City at least thirty (30) days prior notice of cancellation or material change in coverage, including cancellation for non-payment.

- F. Grantee acknowledges and agrees that City, its officers, boards and commissions, and members thereof, its employees and agents, are covered as additional insureds with respect to any liability arising out of the activities of Grantee as the named insured. Such additional insured status shall be evidenced by a policy endorsement executed by an authorized official of the insurer(s). A blanket endorsement which provides additional insured status to any person or organization with whom Grantee, as named insured, has entered into a written contract, such as this Grant Agreement, shall satisfy this requirement.
- G. The insurance coverage required herein shall be primary insurance with respect to the City of Chico, its officers, officials and employees. Any insurance or self-insurance maintained by the City, its officers, officials or employees shall be in excess of the insurance afforded to the named insured by the insurance coverage required herein and shall not contribute to any loss. Such primary insurance status shall be evidenced by a policy endorsement issued by an authorized official of the insurer(s). In the alternative, a letter issued by an authorized official of the insurer(s) and copies of the pertinent page(s) of the policy shall satisfy this requirement.
- H. Following execution of this Grant Agreement, City's Risk Manager may, based on an increase in the Consumer Price Index or by reason of the number or types of claims which have or might result from this Grant Agreement and/or Grantee's use of City funds provided for by this Grant Agreement, require Grantee to change the form and/or increase the limits of the liability insurance coverage required by this section; provided that City's Risk Manager shall give Grantee notice of any such change or increase in the limits of liability insurance coverage at least 45 days prior to the date that such insurance coverage must be in effect.

## 12. CONFLICTS OF INTEREST

No member, official or employee of the City shall have any personal interest, direct or indirect, in this Grant Agreement, nor shall any member, official or employee participate in any decision relating to the Grant Agreement which affects their personal interests or the interests of any corporation, partnership or association in which they are directly or indirectly interested.

## 13. PAYMENT OF PREVAILING WAGE

The Grantee's improvements constitute a 'public work' project and are subject to the provisions of California Labor Code Section 1720 et seq. which require that not less than the prevailing wage be paid to workers engaging in a public work project. Grantee shall cause the contractor and subcontractors to pay prevailing wage in the construction of the improvements as

those wages area determined pursuant to Labor Code Section 1720 et seq. and implementing regulations of the Department of Industrial Relations.

14. NON-DISCRIMINATION CLAUSE

Grantee agrees that in the performance of this Agreement and in the provision of any service or services funded in whole or in part by the grant made by City to Grantee pursuant to this Agreement, Grantee shall not discriminate against any employee, recipient of Grantee's services, or any other person on the grounds of sex, race, creed, color, national origin, religion, age, marital status, or disability.

15. ASSIGNABILITY

Grantee shall not assign or transfer any interest in this Agreement without the prior written consent of City thereto; provided, however, that claims for money due or to become due to Grantee from City under this Agreement may be assigned to a bank, Grantee company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to City.

16. INDEMNIFICATION

Grantee shall hold the City, its governing boards and members thereof, its officers, employees, and agents harmless and free from any and all liability arising out of or relating to this Grant Agreement, unless such liability results solely from the active negligence or misconduct of the City. Should the City, its governing boards and members thereof, its officers, employees, or agents be named in any suit, or should any claim be made against it or any of them by suit or otherwise, whether the same be groundless or not, arising out of or relating to this Grant Agreement, Borrower shall defend City, its governing board and members thereof, its officers, employees, and agents, with legal counsel of the City's choice, and shall indemnify them for and from any judgment rendered against them, or any sums paid out in settlement or otherwise.

17. ENTIRE AGREEMENT

This Grant Agreement constitutes the entire understanding between the Parties hereto as to the matters set forth herein, and the parties hereto shall not be bound by any terms, conditions, statements or representations, oral or written, not contained herein.

18. AMENDMENTS

This Grant Agreement may be modified or amended only by a writing duly authorized and executed by both parties hereto. It may not be amended or modified by oral agreement or understanding between the parties unless the same shall be reduced to writing duly approved and executed by both parties.

19. PARTIES BOUND

The covenants and conditions contained herein shall apply to and bind the legal representatives, successors, and assigns of all of the parties hereto, and all of the parties hereto shall be jointly and severally liable hereunder.

IN WITNESS WHEREOF, the parties hereto, by their officers hereunder duly authorized, have executed this Agreement the day and year hereinabove first written.

[Signatures on following page]





TRUE NORTH HOUSING ALLIANCE

CITY OF CHICO


By:   
Joy Amaro, Executive Director

By:   
Mark Orme, City Manager

REVIEWED AS TO CONTENT:  
  
Scott Dowell, Administrative Service Director\*

APPROVED AS TO CONTENT:  
  
Marie Demers, Housing Manager

\*Reviewed by Finance and Information Systems

APPROVED AS TO FORM:  
  
Vincent C. Ewing\*\*  
City Attorney

Authorized pursuant to Sec.  
2R.04.170  
Chico Municipal Code and by City  
Council action on October 6, 2020.

\*\* Approved pursuant to The Charter of the City of Chico §906(D)

# Exhibit "A" - Torres Shelter Property Plat

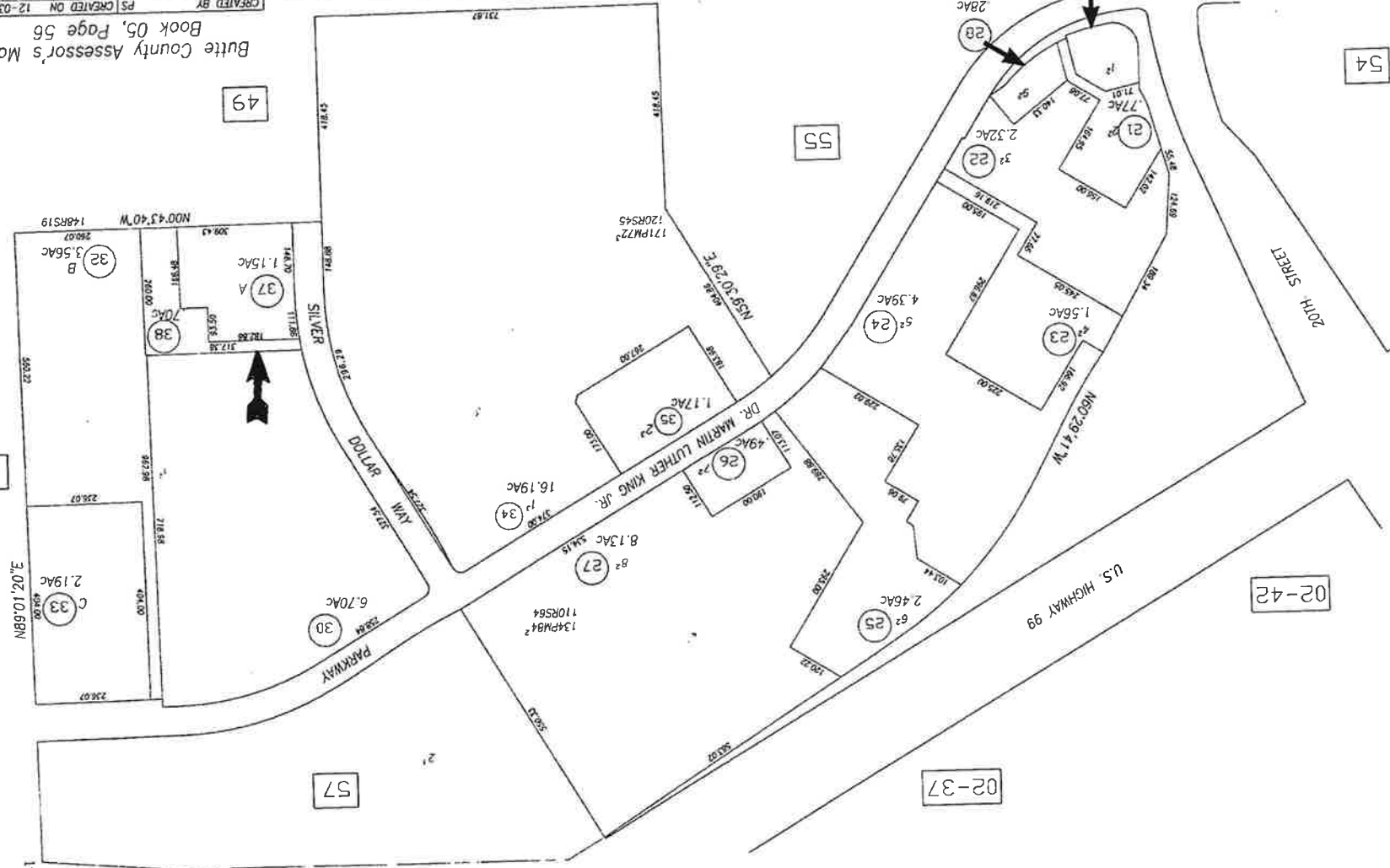
This map may or may not be a survey of the land depicted hereon. You should not rely upon it for any purpose other than orientation to the general location of the parcel or parcels depicted. Wild Valley Title and Escrow Company expressly disclaims any liability for alleged loss or damage that may result from reliance upon this map.

CHICO INDUSTRIAL PARK, 34 M.O.R. 7/9, 7-6-65

All Assessors' maps are prepared for local property assessment purposes. D.E.T. parcels shown thereon may not comply with State and local subdivision ordinances. No liability is assumed for use of information shown on any Assessor's map. ALL AGENTS APPROPRIATE PER RECEIVED NOTIFICATION.

CREATED BY	PS	CREATED ON	12-03-99
REVISED BY	BT	REVISED ON	08-01-2012
EFFECTIVE	2013-14 ROLL		
Compiled By The Butte County Assessor's Office			

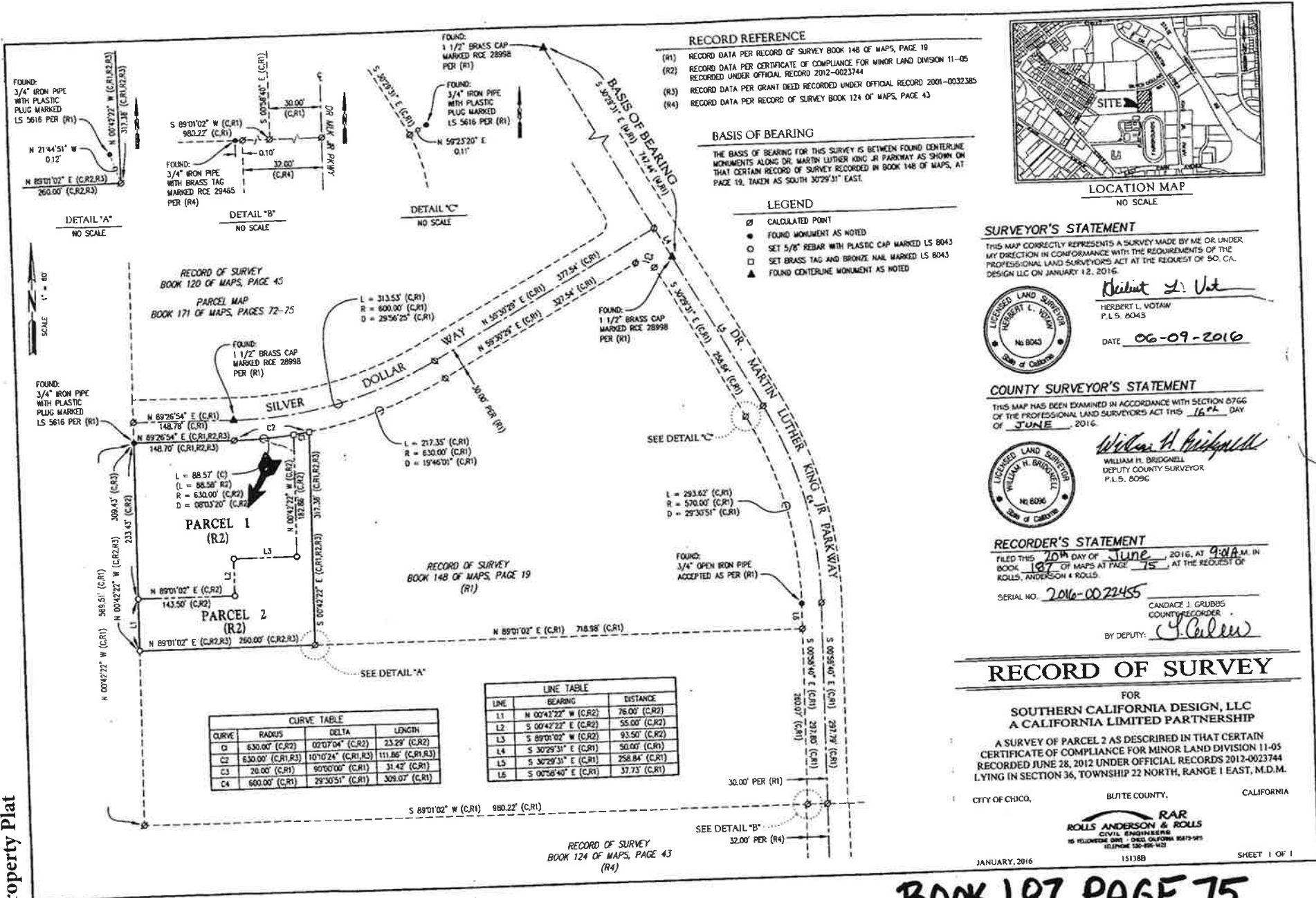
Butte County Assessor's Map  
Book 05, Page 56



SEC. 36, T.22N. R.1E. M.D.B.&M.

05-56

**Exhibit "A" - Torres Shelter  
Property Plat**



**RECORD REFERENCE**

(R1) RECORD DATA PER RECORD OF SURVEY BOOK 148 OF MAPS, PAGE 19  
 (R2) RECORD DATA PER CERTIFICATE OF COMPLIANCE FOR MINOR LAND DIVISION 11-05 RECORDED UNDER OFFICIAL RECORD 2012-0023744  
 (R3) RECORD DATA PER GRANT DEED RECORDED UNDER OFFICIAL RECORD 2001-0032385  
 (R4) RECORD DATA PER RECORD OF SURVEY BOOK 124 OF MAPS, PAGE 43

**BASIS OF BEARING**

THE BASIS OF BEARING FOR THIS SURVEY IS BETWEEN FOUND CENTERLINE MONUMENTS ALONG DR. MARTIN LUTHER KING JR PARKWAY AS SHOWN ON THAT CERTAIN RECORD OF SURVEY RECORDED IN BOOK 148 OF MAPS, AT PAGE 19, TAKEN AS SOUTH 30°29'31" EAST.

**LEGEND**

- CALCULATED POINT
- FOUND MONUMENT AS NOTED
- SET 5/8" REBAR WITH PLASTIC CAP MARKED LS 8043
- ▲ SET BRASS TAG AND BRONZE NAIL MARKED LS 8043
- FOUND CENTERLINE MONUMENT AS NOTED



**SURVEYOR'S STATEMENT**

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYORS ACT AT THE REQUEST OF SO. CA. DESIGN LLC ON JANUARY 12, 2016.



*Herbert L. Votaw*  
 HERBERT L. VOTAW  
 P.L.S. 8043  
 DATE 06-09-2016

**COUNTY SURVEYOR'S STATEMENT**

THIS MAP HAS BEEN EXAMINED IN ACCORDANCE WITH SECTION 8766 OF THE PROFESSIONAL LAND SURVEYORS ACT THIS 16<sup>TH</sup> DAY OF JUNE, 2016.



*William H. Bridgman*  
 WILLIAM H. BRIDGMAN  
 DEPUTY COUNTY SURVEYOR  
 P.L.S. 8096

**RECORDER'S STATEMENT**

FILED THIS 20<sup>TH</sup> DAY OF JUNE, 2016, AT 9:04 A.M. IN BOOK 187 OF MAPS AT PAGE 75, AT THE REQUEST OF ROLLS, ANDERSON & ROLLS.

SERIAL NO. 2016-0022455  
 CANDACE J. GRUBBS  
 COUNTY RECORDER  
 BY DEPUTY: *C. Cole*

**RECORD OF SURVEY**

FOR  
**SOUTHERN CALIFORNIA DESIGN, LLC  
 A CALIFORNIA LIMITED PARTNERSHIP**

A SURVEY OF PARCEL 2 AS DESCRIBED IN THAT CERTAIN CERTIFICATE OF COMPLIANCE FOR MINOR LAND DIVISION 11-05 RECORDED JUNE 28, 2012 UNDER OFFICIAL RECORDS 2012-0023744 LYING IN SECTION 36, TOWNSHIP 22 NORTH, RANGE 1 EAST, M.D.M.

CITY OF CHICO, BUTTE COUNTY, CALIFORNIA



JANUARY, 2016 151388 SHEET 1 OF 1

**CURVE TABLE**

CURVE	RADIUS	DELTA	LENGTH
C1	630.00' (C,R2)	02°07'04" (C,R2)	23.29' (C,R2)
C2	630.00' (C,R1,R3)	10°10'24" (C,R1,R3)	111.86' (C,R1,R3)
C3	20.00' (C,R3)	90°00'00" (C,R1)	31.42' (C,R1)
C4	600.00' (C,R1)	29°30'51" (C,R1)	309.07' (C,R1)

**LINE TABLE**

LINE	BEARING	DISTANCE
L1	N 00°42'22" W (C,R2)	76.00' (C,R2)
L2	S 00°42'22" E (C,R2)	55.00' (C,R2)
L3	S 89°01'02" W (C,R2)	93.50' (C,R2)
L4	S 30°29'31" E (C,R1)	50.00' (C,R1)
L5	S 30°29'31" E (C,R1)	258.84' (C,R1)
L6	S 00°56'40" E (C,R1)	37.73' (C,R1)

This map may or may not be a survey of the land depicted hereon. You should not rely upon it for any purpose other than orientation to the general location of the parcel or for the stated. Mid Valley Title and Escrow Company expressly disclaims any liability for alleged loss or damage that may result from reliance upon this map.

**BOOK 187 PAGE 75**

**EXHIBIT "B"**

**STATEMENT OF SERVICES FOR USE OF CITY OF CHICO  
AFFORDABLE HOUSING FUNDS FOR  
TRUE NORTH HOUSING ALLIANCE, INC. – TORRES SHELTER EXPANSION  
PROJECT**

Grantee Facilities, Description and Budget for Use of City of Chico funding

Name of Provider: True North Housing Alliance, Inc.  
Address: 101 Silver Dollar Way, Chico, CA 95928  
Telephone: (530) 891-9048  
Contact Person/Title: Joy Amaro, Executive Director

Term of this Agreement: July 1, 2021 to September 30, 2031

PROJECT DESCRIPTION:

Repairs and Improvements

Task A:

All items within General Contractor's contract including:

- Reconfiguring the space to add 50 emergency shelter beds at facility
- Removal of the family rooms to increase dorm capacity
- Create a gender-neutral room with dedicated bathroom
- Creating efficiencies for intake entry, lobby and intake interview area

Task B:

- Laundry system
- Window coverings
- Front door remote open and passage system
- Portable temp office (inc. delivery/setup)
- Lease temp office
- Courtyard monitoring office
- Courtyard fencing
- Fencing installation
- Personal storage container
- Kitchen Walk In Combo Freezer
- Architectural Fees
- Permit Fees

PROJECT BUDGET:

The total reimbursement from the City shall not exceed \$287,762.00.

PROCESS PAYMENTS:

Payment to Grantee shall be for actual approved costs. Grantee shall submit the following Payment Request Summary "Exhibit C" for reimbursement not more often than monthly. City shall inspect completed work and review all required documentation prior to reimbursement. Reimbursement will be made within 30 days of City's approval of the reimbursement request.

DISBURSEMENT CONDITIONS:

1. Non-construction expenses will be paid in response to submission of invoices for services provided to Grantee.
2. Payments for construction expenses shall be made in response to submission of the "Project Payment Request" for included in Exhibit "C" with the progress payment section fully completed and inclusion of required documentation.
3. Payment for construction expenses shall be subject to verification of payment of applicable wage rates for all labor classifications employed on the Project.
4. A five percent (5%) construction retention will be held until after the expiration of the Mechanics' Lien period subsequent to the recordation of the Notice of Completion.

**EXHIBIT "C"**

**PROJECT PAYMENT REQUEST FOR USE OF CITY OF CHICO  
AFFORDABLE HOUSING FUNDS FOR  
TRUE NORTH HOUSING ALLIANCE, INC. – TORRES SHELTER EXPANSION  
PROJECT**

Account Number: 052-000-8801/50478-052-4800

**PAYMENT REQUEST SUMMARY**

Project Draw Number \_\_\_\_\_ Draw Period (from) \_\_\_\_\_ (to) \_\_\_\_\_

CONSTRUCTION EXPENSES	\$ _____
FEES AND PERMITS	\$ _____
ARCHITECTURAL SERVICES	\$ _____
OTHER COSTS	\$ _____
<b>TOTAL PAYMENT REQUESTED THIS PERIOD</b>	<b>\$ _____</b>

**REQUIRED DOCUMENTATION**

- \_\_\_ Copies of invoices with summary request for non-construction costs.
- \_\_\_ Construction draw summary by trade (work in place and cumulative) including construction retention log. Use AIA payment format, or similar.
- \_\_\_ Copies of all signed Change Orders along with Change Order disbursement summary.

Pursuant to the Grant Agreement between City of Chico and True North Housing Alliance, Inc. we hereby request a progress payment of \$ \_\_\_\_\_ for the Project.

SUBMITTED:

\_\_\_\_\_  
Joy Amaro, Executive Director  
True North Housing Alliance, Inc.

\_\_\_\_\_  
Date

APPROVED:

\_\_\_\_\_  
Marie Demers, Housing Manager  
City of Chico

\_\_\_\_\_  
Date

Exhibit "D"  
 REPORT FOR USE OF CITY OF CHICO  
 FUNDS FOR TRUE NORTH HOUSING ALLIANCE, INC. – TORRES SHELTER EXPANSION PROJECT  
Recipient Profile

Annual Reporting Period:



Due by July 31st

Client ID	Age	Gender	Veteran Status	Moved into transitional housing (Y/N)	Other
Year End TOTAL (due July 31 only)	0	0	0	0	0

\*add lines as needed\*