

Change for the Better Jobs Van Program Scope of Work

The mission of the Change for the Better Jobs Van Program is to provide work-based earning opportunities for people who would otherwise be asking for money on the streets of Lexington. It is not a substitute for regular employment. The Lexington-Fayette Urban County Government (LFUCG) and New Life Day Center (New Life) have partnered to provide this service with New Life providing all services and LFUCG reimbursing New Life for all eligible expenses. Under this agreement:

LFUCG Shall:

- Provide to New Life one passenger van for operating the program. LFUCG shall convey ownership of the van to New Life having completed exterior modifications promoting the program (paint/wrap) at LFUCG's expense.
- Reimburse New Life upon invoice for all eligible expenses. Eligible expenses include vehicle fuel, maintenance, and insurance; salary, taxes and fringe benefits for one driver/coordinator for time spent working in the program; salary, taxes and fringe benefits for program participants at an hourly rate not to exceed \$9/hour; food for driver/operator and participants; necessary tools and equipment such as safety vests, gloves, garden tools, etc.; administrative costs such as personnel for supervision and contract management, information technology, etc., not to exceed 10% of total reimbursements; miscellaneous expenses approved in advance by LFUCG.
- Provide New Life with a primary contact for identifying work sites and identify a work site and clearly identified tasks for participants by the close of business each day before a day of scheduled van operation.
- Provide necessary logistical support for assigned work, such as pickup of collected trash/debris.
- Assist New Life with marketing and promotion of the jobs van program as part of a larger public education program.

New Life Shall:

- At least twice weekly a driver/operator will leave from New Life no later than 8:30 a.m. pick up people who would otherwise ask for money on Lexington streets or public rights of way.
- Not operate the van more than twice weekly without prior authorization from LFUCG.
- On days of operation, van and participants shall arrive no later than 9:30 a.m. at a site previously identified by LFUCG and perform requested work.
- On days of operation provide 6 hours of paid work time for participants, contacting the LFUCG primary contact if additional work is needed or if work for the day was not completed.
- Collect and retain all necessary information from program participants including names, Social Security numbers, demographics, housing status, and income (documentation/evidence not required).

Data Points/Outcomes:

Monthly Report Form

Outcome	Monthly Target	Result	Results for Month	Cumulative Results
Target Days of Operation	8	Actual Days of Operation		
Target Number of Participants	64	Actual Number of Participants		
Target Number of Unduplicated Participants	35	Actual Number of Unduplicated Participants		
Target Number of Participants in Need of Housing Placed in Permanent Housing	4	Actual Number of Participants in Need of Housing Placed in Permanent Housing		
Target Number of Participants Obtaining Regular Employment Outside of Program	12	Actual Number of Participants Obtaining Regular Employment Outside of Program		