

Home and Community-Based Services (HCBS) Rules CONCEPT FORM

The Home and Community-Based Services (HCBS) rules ensure that people with disabilities have full access to, and enjoy the benefits of, community living through long-term services and supports in the most integrated settings of their choosing. In order to assist in determining eligibility for compliance funding, providers must complete this evaluation. Both “Yes” and “No” answers require an explanation. A “No” response *could* mean a service setting is out of compliance with the HCBS rules and is potentially eligible for funding to make necessary adjustments. Once this evaluation is completed, it should act as a guide for filling out the provider compliance funding concept, which is required for any provider to be eligible for compliance funding. **Completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules. Only providers requesting compliance funding need to complete this evaluation.**

Federal Requirements #1-5 apply to providers of all services, including residential and non-residential settings. Federal Requirements #6-10 are additional requirements that apply only to provider-owned or controlled residential settings.

The column labeled “Guidance” contains a series of questions intended to help identify compliance or non-compliance with each requirement as it relates to the HCBS rules. While responses to these questions can help in the determination of whether or not a particular requirement is met, these responses may not be the sole factor in this determination.

More information on the HCBS rules and this form can be found at www.dds.ca.gov/HCBS.

Questions may be directed to HCBSregs@dds.ca.gov.

Date(s) of Evaluation: October 2019	Completed by: Mark Fleming
Vendor Name, Address, Contact: Twelveacres, Inc. 286 E. Hamilton Avenue, Suite F, Campbell, CA 95008 Mark Fleming, Executive Director	
Vendor Number: H18558-Adaptive Skills Training (AST), H36736- Bucknall House, H36737- Lily House, H36738- Braeburn House	
Service Type and Code: Adult – Residential [605 AST], [915 Braeburn, Bucknall, Lily]	

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Federal Requirement #1:

The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.

Guidance:

- Do individuals receive services in the community based on their needs, preferences and abilities?
- Does the individual participate in outings and activities in the community as part of his or her plan for services?
- If an individual wants to seek paid employment, does the home staff refer the individual to the appropriate community agency/resource?
- Do individuals have the option to control their personal resources, as appropriate?

Does the service and/or program meet this requirement? Yes No

Please explain: Twelveacres' house settings for each individual are integrated in the greater community of San Jose, and each individual attends a community day program. Currently none of the individuals is employed due to skill levels. The individuals and their conservators control their personal resources with funds held safe by Twelveacres. We have always supported community integration from the outset of establishing these home settings in 1995, yet we appreciate a more heightened focus to seek opportunities to stretch our integration efforts. We look forward to furthering our efforts to engage individuals in community life through updated person-centered plans and activities being developed in requirement #4.

Federal Requirement #2:

The setting is selected by the individual from among setting options, including non-disability-specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, resources available for room and board.

Guidance:

- Does the provider have a current regional center Individual Program Plan (IPP) on file for all individuals?
- Does each individuals' IPP document the different setting options that were considered prior to selecting this setting?

Does the service and/or program meet this requirement? Yes No

Please explain: Twelveacres has a current regional center IPP for each individual. The first objective in each IPP specifically addresses the individual's preference in residential setting. The individual with his/her conservator agree annually to their living arrangement, and it is discussed throughout the year.

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<p><u>Federal Requirement #3:</u> <i>Ensures an individual's rights of privacy, dignity and respect, and freedom from coercion and restraint.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • Does the provider inform individuals, in a manner they can understand, of their rights to privacy, dignity, respect, and freedom from coercion and restraint? • Does the provider communicate, both verbally and in writing, in a manner that ensures privacy and confidentiality? • Do staff communicate with individuals based on their needs and preferences, including alternative methods of communication where needed (e.g., assistive technology, Braille, large font print, sign language, participants' language, etc.)?
<p>Does the service and/or program meet this requirement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please explain: Twelveacres supports and informs each individual of his/her rights to privacy, dignity, respect and freedom from coercion and restraint. The Clients' Rights from Title 17 are posted in the home and staff read and discuss these rights annually with each individual privately using the preferred communication method of the individual, including pictures where needed. Verbal and written communication do not mention full names of individuals, primarily first name or initials.</p>	
<p><u>Federal Requirement #4:</u> <i>Optimizes but does not regiment individual initiative, autonomy, and independence in making life choices, including, but not limited to, daily activities, physical environment, and with whom to interact.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • Does the provider offer daily activities that are based on the individuals' needs and preferences? • Does the provider structure their support so that the individual is able to interact with individuals they choose to interact with, both at home and in community settings? • Does the provider structure their support so that the individual is able to participate in activities that interest them and correspond with their IPP goals?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: Twelveacres has taken steps using person-centered planning methods to meet the personal preferences of its individuals in pursuing their needs and preferences. We have held discussions with each individual, staff, and conservator on developing an interest list. Each individual has custom tailored IPP goals and objectives. For community activities, since the individuals live in a group setting, the individuals hold</p>	

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monthly house meetings where each individual has opportunities to participate in planning individual and group events for the month.

We truly value this requirement, and we see opportunities for further improvement regarding the discovery and fulfillment of a new list of individual preferences coming out of person-centered planning. We will continue building more interests and preferences through ongoing communication between staff and individuals. To fulfill the real potential of this requirement, we need an additional staff member, a Community Engagement & Activities Manager. Our current staff do not have the time or expertise to pursue more community engagement opportunities. We need someone dedicated to set up a program that then integrates into the house staff routines. The upfront work requires someone skilled in engaging individuals in discovering their true interests and then tailoring a personalized community engagement plan for the individual to participate at some level in the interest area. The current level of interest in activities per individual is at a basic level, and now is the time as we launch person-centered programs to invest in deeper discovery/assessment to find other areas to provide a thriving and fulfilled life.

These new interests and abilities are requiring us to be more creative in developing community programming/activities and providing transportation to get them there. As the list of activities grows, the Community Engagement & Activities Manager will build a comprehensive list of community organizations (program related and/or volunteers) and develop person-centered community engagement plans.

60% of our individuals are elderly, and we have seen an increase this year in a need for using wheelchairs. This has limited our ability to transport all residents to activities due to space in our vehicles. We need an additional two-wheelchair van in order to transport more individuals to events outside of the home.

The barrier to implementing these concepts is related to staffing resources and funding resources at this time (see request).

Federal Requirement #5:

Facilitates individual choice regarding services and supports, and who provides them.

Guidance:

- Does the provider support individuals in choosing which staff provide their care to the extent that alternative staff are available?
- Do individuals have opportunities to modify their services and/or voice their concerns outside of the scheduled review of services?

Does the service and/or program meet this requirement? Yes No

Please explain: Twelveacres understands the benefits of having a good match up of staff with each individual. Each individual is supported by a team of staff to cover 24x7 care. Management observes and receives input from individuals and staff where there are preferences and differences, and then they adjust the work schedules as appropriate. Twelveacres welcomes communication from individuals and their conservators regarding request to modify services and supports, as well as voice their concerns on these. In the event of a requested modification, an alternative plan will be discussed between all parties and then implemented.

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Only providers of services in **provider-owned or controlled residential settings** need to complete the remainder of this evaluation. In **provider-owned or controlled residential settings**, in addition to the above requirements, the following requirements must also be met:

<p><u>Federal Requirement #6:</u></p> <p><i>The unit or dwelling is a specific physical place that can be owned, rented or occupied under a legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord/tenant law of the State, county, city or other designated entity. For settings in which landlord/tenant laws do not apply, the State must ensure that a lease, residency agreement or other form of written agreement will be in place for each participant and that the document provides protections that address eviction processes and appeals comparable to those provided under the jurisdiction's landlord tenant law.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • As applicable, does each individual have a lease, residency agreement, admission agreement, or other form of written residency agreement? • Are individuals informed about how to relocate and request new housing?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: Twelveacres has an admission agreement which implies a residency arrangement, but we have not developed a new formal/legal residency agreement that specifically addresses state, county, and city landlord/tenant laws regarding eviction.</p>	
<p><u>Federal Requirement #7:</u></p> <p><i>Each individual has privacy in his/her sleeping or living unit:</i></p> <p><i>Units have entrance doors lockable by the individual, with only appropriate staff having keys to doors as needed.</i></p> <p><i>Individuals sharing units have a choice of roommates in that setting.</i></p> <p><i>Individuals have the freedom to furnish and decorate their sleeping or living units within the lease or other agreement.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • Do individuals have a choice regarding roommates or private accommodations? • Do individuals have the option of furnishing and decorating their sleeping or living units with their own personal items, in a manner that is based on their preferences? • Do individuals have the ability to lock their bedroom doors when they choose?
<p>Does the service and/or program meet this requirement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

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Please explain: Each individual and conservator have agreed to their private or roommate accommodations, and they have authority to decorate the room with their own personal items and personal preferences. Each room has a separate lockable door for the resident to use if they choose. A duplicate key is accessible to staff if there is an emergency requiring entrance.

Federal Requirement #8:

Individuals have the freedom and support to control their own schedules and activities, and have access to food at any time.

Guidance:

- Do individuals have access to food at any time?
- Does the home allow individuals to set their own daily schedules?
- Do individuals have full access to typical facilities in a home such as a kitchen, dining area, laundry, and comfortable seating in shared areas?

Does the service and/or program meet this requirement? **Yes** **No**

Please explain: Each individual has their own daily routine that they can adjust as needed. All individuals have full access to shared common areas of the home and food.

Federal Requirement #9:

Individuals are able to have visitors of their choosing at any time.

Guidance:

- Are visitors welcome to visit the home at any time?
- Can individuals go with visitors outside the home; such as for a meal or shopping, or for a longer visit outside the home, such as for holidays or weekends?

Does the service and/or program meet this requirement? **Yes** **No**

Please explain: Twelveacres and the individuals discuss agreed upon visiting hours for all residents of the home. Visitors are welcomed during those hours. Individuals are allowed to be with known visitors off-premise.

Federal Requirement #10:

The setting is physically accessible to the individual.

Guidance:

- Do individuals have the freedom to move about inside and outside the home or are they primarily restricted to one room or area?
- Are grab bars, seats in bathrooms, ramps for wheelchairs, etc., available so that individuals who need those supports can move about the setting as they choose?

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	<ul style="list-style-type: none"> • Are appliances and furniture accessible to every individual?
<p>Does the service and/or program meet this requirement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please explain: The home is accessible to all individuals, both inside and outside the home, as well as appliances and furniture. Safety features of grab bars, seats in bathrooms, and ramps have been installed where needed.</p>	

CONTACT INFORMATION

Contact Name: Mark Fleming

Contact Phone Number: (408) 410-0537

Email Address: Director@twelveacres.org

ACKNOWLEDGEMENT

By checking the box below, I acknowledge that completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules.

I AGREE

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Existing regional center vendors may receive funding to make changes to service settings and/or programs to help them come into compliance with the HCBS rules. To be considered for funding, vendors must complete and submit this form and the provider compliance evaluation form as one packet to the regional center with which it has primary vendorization.

Instructions:

- The concept form on the next page must be used, may not exceed four pages plus the budget worksheet and any cost back up, and must be kept in Arial 12-point font. Submit the form in Microsoft Word or PDF format. An extra half page is permitted to answer questions about prior funding, but the rest of the concept must be within the standard page requirements.
- There has been a significant change in the form and process compared to prior years. **In order to receive funding, this 2019-20 form must be used.**
- For providers that operate programs with several vendor numbers involved in one concept, one evaluation and concept form should be submitted and should list all vendor numbers for related/included programs. If multiple programs owned by the same parent company have different compliance evaluations or concepts, additional applications can be submitted but should be attached in the same document as the other owned programs so they can be reviewed together.
- The results of the evaluation should be clearly laid out in the section referring to identification of federal requirements that are currently out of compliance, which the concept will address.
- The concept form includes detailed information that describes the funding requests and supports how the requests will assist the provider to come into compliance.
- There should be a clear link between what is being requested and the federal requirement currently out of compliance.
- Concepts should demonstrate how the requested change in service delivery will impact individuals in offering more choices or opportunities in the community.

Strengths of previously funded concepts:

- Identified the need as well as proposed a plan to provide outreach and information regarding the HCBS rules to individuals served and members of their support teams.
- Discussed the need for additional funds in order to effectively support individuals served on a more individualized basis in overcoming barriers to community integration and employment, as appropriate.
- Prioritized the preferences of individuals served and utilized their feedback in the development of the concept.
- Implemented train-the-trainer certification for person-centered planning/thinking and training regarding the HCBS rules.
- Enabled residents to age in place and exercise more choice and independence.

More information on the HCBS rules and this form can be found at www.dds.ca.gov/HCBS.

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Vendor name	Twelveacres Inc.
Vendor number(s)	H18558-Adaptive Skills Training, H36736- Bucknall House, H36737- Lily House, H36738- Braeburn House
Primary regional center	San Andreas
Service type(s)	Adult – Residential
Service code(s)	605 (AST), 915 (Brae, Buck, Lily)
Number of consumers currently served	15
Current staff to consumer ratio	AST (1/3), Braeburn (2/4), Bucknall (1/3), Lily (2.4/5)
<p>1. Please provide a brief description of the service/setting that includes what a typical day consists of and how services are currently provided. This response must include the baseline/current levels for any aspects of the program for which the concept proposes funding.</p> <p>Weekday: Individuals wake up between 5:00-6:00am to start their morning routine: Bathing, dressing, breakfast, brushing teeth, religious studies, and use of bathroom before transportation arrives, leaving the house anytime between 7:00-9:30am. Individuals return home between 2:00-5:00pm and get refreshed, have a snack and relax. Staff reviews daily activity schedule prepared at the individual's house meeting. Depending on the individual, afternoon activities can include, working on IPP objectives, being driven to health appointments, assistance with personal or grocery shopping, going to the park or on walks, helping prepare dinner, etc. After dinner activities vary and can include individuals being at home or out in the community, working on IPP objectives, listening to music, watching TV, going to the mall, using electronics (IPad), bathing, etc... Individuals can have a snack before heading to bed when ready.</p> <p>Weekends: Once the individual wakes up and finishes with their personal care and morning routine, individuals might Skype with family, go shopping, get a haircut, go to the movies, visit with friends and family, go to church, eat lunch out, go to the library, do an art activity at <i>Color Me Mine</i>, be read to, take a nap, do puzzles, work on IPP objectives, eat dinner out or help prepare dinner, etc... After dinner and evening activities are similar to those during the weekday.</p>	
Project Narrative Description:	
<p>2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.</p> <p>Twelveacres has launched person-centered planning, and our initial efforts established basic interests for each of the 15 individuals we support. Since 60% of our individuals communicate with no or few words, we are requesting a grant to hire an experienced Community Engagement & Activities Manager who has an educational and professional</p>	

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background to discover new interests for these individuals and then lead the development of a robust, sustainable community engagement program.

A Community Engagement & Activities Manager will bring Twelveacres into compliance with HCBS rule #4 by: 1) working one-on-one with each individual to discover new interests, 2) building relationships with local community organizations available to support individual's interests, 3) developing individual community engagement plans and schedules, 4) supporting individual's participation in community activities, and 5) conducting staff training and developing procedures to continue this effort after one year.

To support the anticipated increase in the number of community activities, we are also requesting a minivan that accommodates two wheelchairs. 60% of our population are elderly, and this past year we have experienced a greater need for another wheelchair van due to an increased number of individuals needing assistance with mobility. An additional wheelchair minivan will keep us in compliance.

We are excited to embark on this concept of helping fulfill the clients' life goals. Twelveacres does not have funds to implement these needed initiatives for compliance.

3. Identify which HCBS federal requirements this concept addresses that are currently out of compliance. Could be all or a subset of those identified as out of compliance on the evaluation.

1___ 2___ 3___ 4_X___ 5___ 6___ 7___ 8___ 9___ 10___

4. For each HCBS out-of-compliance federal requirement that is being addressed by this concept, describe the barriers to compliance and why this concept is necessary. If this information is in the evaluation section, please copy it here.

Barriers to compliance are due to our staffing and budget limitations. Twelveacres' first priority of direct care staff is health and safety, and the increased number of individuals aging in place has generated heavier work on direct care staff and slowed our progress on developing personalized community activities. Our staff has limited skills in drawing out latent interests of our clients and working to engage community organizations in our programs. Hiring a Community Engagement & Activities Manager will provide us with the expertise to design and implement a program that expands person-centered interest lists and develops/implements community engagement programs for individuals to participate. An additional wheelchair van was needed this year, but Twelveacres does not have budgeted funds to purchase it. We are requesting funds for this needed vehicle.

5. For each out-of-compliance federal requirement that is addressed in this concept, please explain how the concept will bring the vendor into compliance.

This concept focuses on bringing us into compliance on HCBS rule #4 by meeting our responsibility to identify each individual's goals/interests and then provide opportunities for individuals to participate in community activities. The expertise of a Community Engagement & Activities Manager will develop and implement a new program. The basis of person-centered planning is learning each individual's interests and preferences. The Community Engagement & Activities Manager will conduct a series of one-on-one discovery sessions to uncover new interests/goals beyond what now exists.

A key driver to community engagement is building a list of community organizations and volunteers. This is a critical upfront investment to provide valuable ongoing benefits

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of these community resources to all 15 individuals and staff support. Transportation vehicles are needed to take individuals to/from activities, so we are requesting a two-wheelchair minivan. We will be in compliance with HCBS requirement #4 when the individuals are engaging in their community on a more regular basis.

6. What are the proposed outcomes and objectives of the concept, and what are the methods of achieving and tracking them?

Proposed Goal & Objective: To discover new interests of each individual and engage them to participate in community activities related to their interests.

Proposed Outcomes by end of year 1:

- Each individual has one or more new interests added to their profile
- A list of community organizations is developed for ongoing coordination
- Each individual has at least one new community engagement plan implemented
- New staff training and procedure guidelines are written, and staff trained

Methods of Achieving and Tracking: The above outcomes are each measurable. Individual's engagement in activities will be included in the IPP and tracked by staff.

7. Please describe how and/or what was done to include input from the individuals served in developing this concept? Discuss not only the development of the concept, but also what steps were taken to identify the interests and desires of the individuals and who was involved in that process.

We have developed initial person-centered profiles for each individual, and there are monthly meetings with all of the housemates and house staff to discuss everyone's weekly activities. From those discussions with individuals who verbalized their dreams, we discovered new interests of horseback riding, skating, etc... which require more planning and funding to support. We realized we need to devote more manpower to set up these programs to meet the individual's interests and abilities, as well as plan transportation and staff support for these activities.

8. Please describe how the concept you propose will enable you to provide more person-centered services to your clients.

The new Manager will allow Twelveacres to expand person-centered profiles of each individual and set up a community engagement and activities program. The Manager take person-centered training courses to be a hands-on mentor to staff. The additional list of discovered interests will lead to person-centered community activities. The concept provides structure, ongoing tools, and hands on staff training/mentoring focused on person-centered best practices, which will allow the work to be continued.

9. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2019-20 HCBS Funding.

This concept will develop an extensive list of community activities available with corresponding organizational contacts that support the activities and/or individuals with intellectual disabilities. This list will extend beyond the funding cycle as a directory of services for Twelveacres to work with going forward.

Besides the community organization database, the management and implementation of the program concept will continue with procedure and training materials. These tools will cover discovery methods; community engagement, scheduling, tracking and

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evaluation documentation; and staff training guidelines for program managers to continue offering person-centered community activities. All program managers will be trained to conduct discovery sessions and establish community programs.

The Community Engagement/Activities Coordinator will transition into a Supportive Living program manager position after one year to continue to be available as a resource to the organization and support the individuals.

10. Write a brief narrative below explaining each major cost category and timeline. Complete the budget template at the end of the concept sheet. An excel version with formulas is available. When applicable, budgets should include personnel/benefits, operating costs such as consultants or training, administrative expenses/indirect costs, and capital costs (assets lasting more than 2 years). If project spans 2 years or occurs in phases, budget should be separated by phase/year.

Administrative costs, if any, must comply with DDS' vendor requirements, including a cap of 15% of the sum of personnel/benefits, consulting, and operating costs (must exclude capital costs).

http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=4629.7&lawCode=WIC

The Community Engagement/Activities Manager position will include a salary of \$58,000, payroll taxes of \$4556, worker's comp of \$2,805 totaling \$65,361 in labor costs for year 1. Program costs will be paid by the individuals and/or Twelveacres. The new van will be a capital expense of \$39,000 when purchased after approval in 2020.

11. Please address sustainability of funding sources for all programs or concepts requiring any funding past the time frame of the requested grant, especially those that involve staff or other long-term costs. Please mark "not applicable" if costs will all be incurred during the program time frame.

Not applicable

12. Have you or the organization you work with been a past recipient of DDS funding? If yes, what fiscal year(s)?

HCBS Funding No Yes. If Yes, FY(s) _____

Disparity Funding No Yes. If Yes, FY(s) _____

CPP Funding No Yes. If Yes FY(s) _____

If yes to any question be sure to answer questions 13 and 14.

For providers who have received prior HCBS, Disparity or CPP Funding from DDS

13. If your organization has received prior funding from any of the above sources, please provide an update on the prior funding project. You may copy and paste from progress update(s) previously provided to regional centers or DDS.

14. If your organization received prior funding, please explain how the current funding request is not redundant with any prior funding received and/or builds on the prior funding but was not part of the original funding.

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HCBS CONCEPT BUDGET						
Vendor Name		Twelveacres, Inc.				
Vendor Number(s)		H18558-Adaptive Skills Training (AST), H36736- Bucknall House, H36737- Lily House, H36738- Braeburn House				
	Salary and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
Personnel (salary + benefits)						
Community Engagement & Activities Manager	65,361	1.00	\$ 65,361		\$ -	\$ 65,361
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ 65,361		\$ -	\$ 65,361
Operating expenses						
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
Operating Subtotal			\$ -		\$ -	\$ -
Administrative Expenses						
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
Administrative Subtotal			\$ -		\$ -	\$ -
Capital expenses						
Dodge Grand Caravan - wheelchair accessible			\$ 39,000			\$ 39,000
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
					\$ -	
Capital Subtotal			\$ 39,000		\$ -	\$ 39,000
Total Concept Cost			\$ 104,361		\$ -	\$ 104,361

See Attachment F for budget details and restrictions



MobilityWorks of California, LLC
 1822 Embarcadero Ave.
 Oakland, CA 94606
 (510) 927-3187
 EIN#: 06-1751490
 fax: (510) 927-3188

Quote

Proposal #: Q135644

Wayne Magnus Email: wayne.magnus@mobilityworks.com Phone: 510-927-3187

Billing Name Twelveacres, INC	Buyer Name Twelveacres, INC	Stock # STQ-23814
Address 595 Millich Dr Suite 104	Address 595 Millich Dr Suite 104	Quote # Q135644
City, State ZIP Campbell, CA 95008	City, State ZIP Campbell, CA 95008	Proposal Date 11/14/2019
County SANTA CLARA	County SANTA CLARA	Accepted date
Telephone (408) 410-0543	Telephone (408) 410-0543	

New/Used Fleet	Make Dodge	Model / Trim Grand Caravan	Year 2019	Color White Knuckle	To Be Delivered On Or About
Type of Vehicle Mini Van	VIN 2C7WDGBG1KR756482		Mileage 0		
Chassis, Conversion and Adaptive Equipment (See Page 2 for detail):					\$35,632.74
Protection Products:					\$0.00
<i>MBW Rewards</i>					(\$0.00)
Total					\$35,632.74
<i>Documentation Fee</i>					\$80.00
<i>License Fee</i>					\$350.00
<i>Smog Cert.</i>					\$8.25
<i>Smog Fee</i>					\$50.00
<i>Delivery</i>					\$0.00
<i>Sales Tax</i>					\$2,133.99
Total Cash Delivered Price					\$38,254.98
<i>Rebate(s)</i>					(\$0.00)
<i>GPC</i>					(\$0.00)
<i>Third Party Payor(s)</i>					(\$0.00)
			<i>Cash Down</i>	<i>Check/PO</i>	-
			<i>Payment</i>	<i>Deposit Amount + Cash Down Payment</i>	(\$0.00)
Total Credits					(\$0.00)
Trade-In(s)					
<i>Year</i>	<i>Make</i>	<i>Model</i>	<i>Vin</i>	<i>Payoff Amount</i>	<i>Allowance</i>
ONLY THOSE ITEMS AND SERVICES SPECIFICALLY WRITTEN ON THIS ORDER ARE INCLUDED IN THE STATED PRICE. ANY OTHER AGREEMENTS, UNLESS IN WRITING, ARE NOT BINDING ON SELLER.				Amount Due Upon Delivery	\$38,254.98

The first and second pages of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning this purchase has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement.

I have read and understand the second page of this agreement and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, or older, that I have legal capacity and authority to execute this agreement on behalf of my company, and hereby acknowledge receipt of a copy of this order.

Buyer's Signature Twelveacres, INC

Approved By: Wayne Magnus

Co-Buyer's Signature

This order is not valid unless signed and accepted by dealer





Quote

Proposal #:Q135644

MobilityWorks of California, LLC

1822 Embarcadero Ave.

Oakland, CA 94606

(510) 927-3187

EIN#: 06-1751490

fax: (510) 927-3188

Wayne Magnus Email: wayne.magnus@mobilityworks.com Phone: 510-927-3187

Billing Name Twelveacres, INC	Buyer Name Twelveacres, INC	Stock # STQ-23814
Address 595 Millich Dr Suite 104	Address 595 Millich Dr Suite 104	Quote # Q135644
City, State ZIP Campbell,CA 95008	City, State ZIP Campbell,CA 95008	Date 11/14/2019
County SANTA CLARA	County SANTA CLARA	
Telephone (408) 410-0543	Telephone (408) 410-0543	

<i>New/Used</i> Fleet	<i>Make</i> Dodge	<i>Model / Trim</i> Grand Caravan	<i>Year</i> 2019	<i>Color</i> White Knuckle	<i>To Be Delivered On Or About</i>
<i>Type of Vehicle</i> Mini Van	<i>VIN</i> 2C7WDGGB1KR756482		<i>Mileage</i> 0		

Adaptive Equipment Summary

2019 Dodge Grand Caravan - VIN# 2C7WDGGB1KR756482	
1	Braun Ada Compliant Rear Entry Full Cut with 34" Wide Fold Out Ramp, 56" rear door opening. Commercial Grade Flooring Throughout. ADA compliant interlock, 2 second row OEM flip bucket seats, 96.5" floor cust allows for 2 wheelchair positions. Conversion includes 1 set of retractable securements..
1	KIT QRT MAX WITH SLIDE N CLICK CONNECTORS (WITHOUT FLOOR ANCHORS) INCLUDES (4) MAX RETRACTORS Q8-6209, (1) Q8-6325 MANUAL LAP BELT WITH PIN CONNECTORS, (1) Q5-6410-BLK-P MANUAL SHOULDER BELT WITH PIN CONNECTORS
1	MobilityWorks Commercial Quality Assurance Process Certification

Buyer's Signature Twelveacres, INC

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