

June 15, 2021

TO: Elevate Housing Foundation  
Attn.: Bob Lincoln

FROM: County Social Services

RE: Letter of Intent

Dear Mr. Lincoln:

The purpose of this letter is to set forth certain non-binding understandings between County Social Services ("CSS") and Elevate Housing Foundation ("Elevate") with respect to the possible acquisition by Elevate of the ISTART Program operated by CSS for integration with the Intensive Residential Support Program currently operated by Elevate in the same building to be acquired by CSS and leased to Elevate. Each party acknowledges that these provisions are not intended to constitute a complete statement or legally binding or enforceable obligation on the part of CSS or Elevate. Neither CSS nor Elevate shall have a liability to the other party with respect to these provisions until a definitive agreement ("Agreement") is prepared, authorized, executed, and delivered by and between the parties.

**1. Real Estate Acquisition.**

CSS will investigate and pursue the purchase of real estate and improvements located at 722 Water Street in Waterloo, Iowa upon terms and conditions satisfactory to CSS alone.

**2. Improvements.**

Elevate will be responsible for improvements to the acquired real estate reasonably required by Elevate. Elevate will prepare plans and specifications for improvements and provide same to CSS for its review and approval.

**3. Lease.**

Elevate will lease the acquired real estate from CSS for a term of twenty (20) years at a rental rate of \$1.00 per year, payable on the first day of each year of the term under normal triple net provisions, with two five-year options for renewal. CSS will create an example of the Lease for review by Elevate. The Lease will contain provisions providing Elevate with a right of first refusal in the event CSS wishes to sell the real estate and an option to purchase the real estate from CSS at no more than CSS's purchase price.

**4. ISTART Program.**

Elevate will acquire the full ISTART Program from CSS to be effective on July 1, 2021. Elevate will hire all existing CSS ISTART employees at or above their current salary effective July 1, 2021. Elevate will assume the service cost of providing ISTART services, at a minimum, to the existing ISTART clients and service area relieving CSS of the projected annualized financial obligation of approximately \$750,000 effective July 1, 2021.

**5. Residential Support Services.**

Elevate will provide intensive Residential Support Services to the entire CSS region commencing on or before January 1, 2022, for the term of the Lease, located in the real property which is the subject of the Lease between the parties. Elevate will provide the wrap around Intensive Residential Support services and the ISTART Program (the "Services") in general procedure as set forth in the attached Exhibit "A", which by this reference is made a part hereof.

**6. Funding.**

Elevate will pursue accreditation for HCBS and Habilitation funding and will use same to operate the Services for the length of the Lease term, in conjunction with, as needed, 23 O&H and Crisis Stabilization Community Based Services Funding.


**7. Definitive Agreement.**

The parties will pursue the drafting of a definitive Agreement encompassing all of the portions of this Letter of Intent and such other provisions as would ordinarily accompany a transaction such as that set forth in this Letter of Intent and any additional provisions to which the parties will agree. If this definitive Agreement is not created and confirmed by the parties on or before July 1, 2021, including the adoption of the form of Lease, this entire project shall become null and void as between these parties. The ability of the parties to create the definitive Agreement depends upon the previous identification of the real property to be acquired and leased, and the successful acquisition of funding by Elevate to assure its ability to operate the entire project in the subject real estate for the term of the Lease.

This Letter of Intent is non-binding, and it is not intended to and does not create any legally binding obligations on the part of either party.

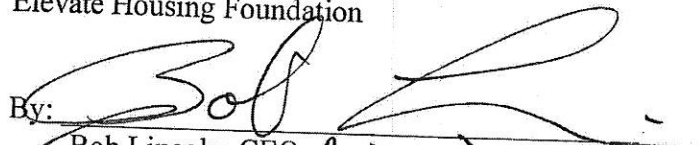
If this letter correctly sets forth the mutual intent with respect to the subject matter of this Letter of Intent, please sign in the appropriate place and return to CSS.

Sincerely,

  
\_\_\_\_\_  
Mary McKinnel  
CEO, County Social Services

The above Letter of Intent correctly sets forth the mutual intent of the parties with respect to the subject matter thereof.

Elevate Housing Foundation

By:   
\_\_\_\_\_  
Bob Lincoln, CEO Project Director  
6/16/21

### County Social Services Exceptions to Policy and Reconsiderations - May 2021

Clients	Service	Decision	Impact
1	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$50.00
2	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$50.00
3	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$75.00
4	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$337.50
5	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$780.00
6	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$594.00
7	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$810.00
8	Transportation	Transportation to day hab is not covered under member's funding source. CSS Board approved day hab services/transportation to day hab for individuals that are not funded under their waiver.	\$95.00
9	Medication Pass	Integrated Health Home case manager was directed to work with the MCO to get this service funded. Last month that CSS funds due to member's county leaving CSS.	\$544.44
10	Medication Pass	Integrated Health Home case manager was directed to work with the MCO to get this service funded. Last month that CSS funds due to member's county leaving CSS.	\$376.92
11	Supported Community Living	Request to waive client participation fee. Member is in need of services but is \$84 over income guidelines. Member's mortgage is 2/3rds of his income, will soon have a supplemental insurance monthly premium, and has other bills to pay and cannot afford the services member needs at this time.	\$84.00
12	Homemaker Services	Member is on waiver wait list. Homemaker services staff assist member with grocery shopping which is not a Medicaid-funded service. Member uses homemaker as SCL service, which is less expensive than SCL. Last month that CSS funds due to member's county leaving CSS.	\$200.00
13	Supported Employment Services	Request to waive client participation fee. Member returned to work after being furloughed due to the COVID-19 Pandemic. Member's wages with Social Security benefit and spouse's income put the member's income over income guidelines. Member needs services to get retrained for the work tasks.	\$361.58
14	Basic Needs - Rent	Currently member does not have any income. Appealing Social Security Administration's disability decision with an attorney.	\$245.00
15	Supported Community Living	Waive member copay to allow member time to adjust budget and reduce expenses so member can pay the copay.	\$123.00
16	Consumer-directed attendant care (CDAC)	Waive portion of member's copay for May. Member recently started receiving Social Security benefits which caused the household to become over income guidelines. CSS is allowing the family time to adjust their expenses. Member will pay \$250 towards the copay.	\$2,112.00
17	Day Hab & Supported Community Living	Current waiver does not fully fund, member is on a different waiver waiting list that member is eligible for that will fund these services, CSS funds remainder after waiver pays.	\$8,188.41
18	Day Habilitation	Current waiver does not fund, has applied for another waiver that will fund this service.	\$2,347.66
19	Basic Needs - Rent	Member lives in a hab home and needs rental assistance until member has income. Member was denied Social Security but starts employment in June, so possibly May is the last month of assistance.	\$245.00
20	Guardianship	Member's current guardian is not adequately completing duties as guardian, which is an unsafe situation for member. Member is on the waiting list with Iowa's Department on Aging (IDA) Office of Public Guardian, #78 on the list.	\$150.00

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**Approximate monthly impact: \$ 17,769.51**  
**Total for members that will no longer be CSS responsibility after 6-30-2021: \$ 1,244.36**