

# Reimbursement Request - RR-ISP-AEPH-003-017 NOV 2023 415A-B-C-D-E-F

EGMS ID RR-ISP-AEPH-003-017	Status Approved	Subaward ID AD-ISP-AEPH-003-06	Payment Period 11/1/2023 - 11/30/2023
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## Overview

### General Information

Subrecipient Reference # RR-ISP-AEPH-003-017 NOV 2023 415A-B-C-D-E-F	Subrecipient Organization Special Service For Groups, Inc.	Budget Period 1/1/2023 - 6/30/2024
Created Date 01/10/2024 4:10 PM	Submitted Date 03/02/2024	Most Recent Invoice Reporting Period Submitted 8/1/2023 - 8/31/2023

### Reimbursement Request Summary

Awarded Amount \$7,054,405.00	Year to Date Spent \$4,251,963.20	Year to Date Unspent Balance \$2,802,441.80
Outstanding Advance to be Recouped \$8,615.94	Advance Recouped this Request \$0.00	Advance Remaining after this Request \$8,615.94
Balance Available for Payment \$2,793,825.86		
Spent this Request \$505,515.31	Disallowed Amount this Request \$0.00	Net Spent this Request \$505,515.31
Payment Amount this Request	Payment Remaining after this Request	

\$505,515.31

\$2,288,310.55

**Reimbursement Request Budget**

Budget Category	Budget Category	Funding Account EGMS ID	Awarded Amount	Total Spent	Awarded Balance	Spent this Request	Disallowed Amount this Request	Net Spent this Request	Disallowed Amount Reason	Total Project Cost
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-379	\$60,000.00	\$9,131.00	\$50,869.00	\$25,008.92	\$0.00	\$25,008.92		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-373	\$140,020.45	\$47,610.00	\$92,410.45	\$30,727.07	\$0.00	\$30,727.07		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-414	\$8,500.00	\$0.00	\$8,500.00	\$2,932.50	\$0.00	\$2,932.50		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-269	\$282,587.00	\$274,471.93	\$8,115.07	\$7,325.79	\$0.00	\$7,325.79		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-271	\$254,394.00	\$241,336.00	\$13,058.00	\$12,798.03	\$0.00	\$12,798.03		
: -- HCID/ City General Fund/	37 : Operating									

/ Exp.6/30/2024	Costs (Non-Personnel)	FA-NGO-367	\$169,712.00	\$67,409.00	\$102,303.00	\$49,372.67	\$0.00	\$49,372.67		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-270	\$27,067.00	\$27,067.00	\$0.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-267	\$330,690.00	\$297,037.00	\$33,653.00	\$33,255.80	\$0.00	\$33,255.80		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-268	\$349,999.00	\$300,800.00	\$49,199.00	\$37,978.79	\$0.00	\$37,978.79		
: -- HCID/ City General Fund/ / Exp.6/30/2024	37 : Operating Costs (Non-Personnel)	FA-NGO-372	\$247,062.00	\$123,261.00	\$123,801.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-379	\$282,976.00	\$39,442.00	\$243,534.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-373	\$510,948.00	\$32,903.00	\$478,045.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/	38 : Operating									

/ Exp.6/30/2024	Costs (Personnel)	FA-NGO-414	\$24,500.00	\$0.00	\$24,500.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-269	\$527,366.00	\$424,978.07	\$102,387.93	\$59,023.43	\$0.00	\$59,023.43		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-372	\$589,896.00	\$120,937.00	\$468,959.00	\$24,756.37	\$0.00	\$24,756.37		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-271	\$677,780.00	\$613,582.08	\$64,197.92	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-268	\$882,712.00	\$692,506.50	\$190,205.50	\$134,752.16	\$0.00	\$134,752.16		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-267	\$351,453.00	\$248,295.62	\$103,157.38	\$37,557.55	\$0.00	\$37,557.55		
: -- HCID/ City General Fund/ / Exp.6/30/2024	38 : Operating Costs (Personnel)	FA-NGO-270	\$19,071.00	\$19,071.00	\$0.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/	38 : Operating									

/ Exp.6/30/2024	Costs (Personnel)	FA-NGO-367	\$763,892.00	\$339,291.00	\$424,601.00	\$9,473.10	\$0.00	\$9,473.10		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-269	\$71,256.00	\$62,955.00	\$8,301.00	\$6,634.92	\$0.00	\$6,634.92		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-271	\$75,165.00	\$67,386.00	\$7,779.00	\$1,279.80	\$0.00	\$1,279.80		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-268	\$101,617.00	\$90,287.00	\$11,330.00	\$11,330.00	\$0.00	\$11,330.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-267	\$52,329.00	\$44,698.00	\$7,631.00	\$7,081.34	\$0.00	\$7,081.34		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-414	\$3,300.00	\$0.00	\$3,300.00	\$293.25	\$0.00	\$293.25		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-379	\$34,297.00	\$5,058.00	\$29,239.00	\$2,500.89	\$0.00	\$2,500.89		
: -- HCID/ City General Fund/										

/ Exp.6/30/2024	40 : Admin	FA-NGO-372	\$83,695.00	\$24,418.00	\$59,277.00	\$2,475.64	\$0.00	\$2,475.64		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-367	\$62,481.00	\$25,437.00	\$37,044.00	\$5,884.58	\$0.00	\$5,884.58		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-270	\$4,544.00	\$4,544.00	\$0.00	\$0.00	\$0.00	\$0.00		
: -- HCID/ City General Fund/ / Exp.6/30/2024	40 : Admin	FA-NGO-373	\$65,095.55	\$8,051.00	\$57,044.55	\$3,072.71	\$0.00	\$3,072.71		

**Funding Accounts - Advance Recoup**

**EGMS ID:** FA-NGO-270

**Title:** City GF 22-23 ISP (CD 8 - Western & Gage)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024  
**Approved Amount:** \$50,682  
**Spent:** \$0.00  
**Outstanding Advance to be Recouped:** \$119,907.00  
**Spent this Request:** \$0.00  
**Net Spent this Request:** \$0.00  
**Advance Recouped this Request:** \$0.00

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**EGMS ID:** FA-NGO-269  
**Title:** City GF 22-23 ISP ( 81st & Figueroa/AWS)  
**Grantor:** HCID  
**Funding Source:** City General Fund  
**Strategy:**  
**Program:** City Inside Safe Program  
**CFDA Number:**  
**FAIN:**  
**Start Date:** 07/01/2022  
**End Date:** 06/30/2024  
**Approved Amount:** \$881,209  
**Spent:** \$0.00  
**Outstanding Advance to be Recouped:** \$136,916.96  
**Spent this Request:** \$72,984.14  
**Net Spent this Request:** \$72,984.14  
**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-373

**Title:** City GF 22-23 ISP ( CD 10 - Jim Gilliam Park ( La Brea & Veronica St))

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024

**Approved Amount:** \$716,064

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$0.00

**Spent this Request:** \$33,799.78

**Net Spent this Request:** \$33,799.78

**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-268

**Title:** City GF 22-23 ISP (CD 8 - 115th & Figueroa)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**



**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024

**Approved Amount:** \$1,334,328

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$155,463.38

**Spent this Request:** \$184,060.95

**Net Spent this Request:** \$184,060.95

**Advance Recouped this Request:** \$0.00

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**EGMS ID:** FA-NGO-267

**Title:** City GF 22-23 ISP (CD 8 - 87th & Western)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024

**Approved Amount:** \$734,472

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$109,673.78

**Spent this Request:** \$77,894.69

**Net Spent this Request:** \$77,894.69

**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-271

**Title:** City GF 22-23 ISP (CD 8 - 99th & Flower)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024

**Approved Amount:** \$1,007,339

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$51,688.21

**Spent this Request:** \$14,077.83

**Net Spent this Request:** \$14,077.83

**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-367

**Title:** City GF 22-23 ISP (CD 9 The Grand Corridor #1)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 04/27/2023

**End Date:** 06/30/2024

**Approved Amount:** \$996,085

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$0.00

**Spent this Request:** \$64,730.35

**Net Spent this Request:** \$64,730.35

**Advance Recouped this Request:** \$0.00

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**EGMS ID:** FA-NGO-372

**Title:** City GF 22-23 ISP (CD 9 The Grand Corridor #2)

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022  
**End Date:** 06/30/2024  
**Approved Amount:** \$920,653  
**Spent:** \$0.00  
**Outstanding Advance to be Recouped:** \$0.00  
**Spent this Request:** \$27,232.01  
**Net Spent this Request:** \$27,232.01  
**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-379  
**Title:** City GF 22-23 ISP (CD 9 The Grand Corridor #3)  
**Grantor:** HCID  
**Funding Source:** City General Fund  
**Strategy:**  
**Program:** City Inside Safe Program  
**CFDA Number:**  
**FAIN:**  
**Start Date:** 07/01/2022  
**End Date:** 06/30/2024  
**Approved Amount:** \$377,273  
**Spent:** \$0.00  
**Outstanding Advance to be Recouped:** \$0.00  
**Spent this Request:** \$27,509.81  
**Net Spent this Request:** \$27,509.81

**Advance Recouped this Request:** \$0.00

**EGMS ID:** FA-NGO-414

**Title:** City GF 22-24 ISP -CD 8- 81st/Hoover

**Grantor:** HCID

**Funding Source:** City General Fund

**Strategy:**

**Program:** City Inside Safe Program

**CFDA Number:**

**FAIN:**

**Start Date:** 07/01/2022

**End Date:** 06/30/2024

**Approved Amount:** \$36,300

**Spent:** \$0.00

**Outstanding Advance to be Recouped:** \$0.00

**Spent this Request:** \$3,225.75

**Net Spent this Request:** \$3,225.75

**Advance Recouped this Request:** \$0.00

## Certification

I certify that the cost outlined in this reimbursement request is permissible per the terms defined in the subaward contract. Furthermore, I affirm that the information contained herein is, to the best of my knowledge and belief, accurate and complete.

Yes

I certify that all applicable invoices, receipts, and any other pertinent documentation has been attached to this reimbursement request.

Yes

If asset purchases are part of this reimbursement request, I certify that I have obtained LAHSA's prior approval for the purchase of the assets and that I have uploaded the completed asset purchase authorization form.

Yes

### Responsibilities

#### Approvers

Name	Responsibility	Description
Stephanie L. Garcia	Final Approver	

#### Responsibilities

Name	Responsibility
Sheila Holmes	Interceptor
Jan Garcia	Owner

#### Financial Responsibilities

Name	Responsibility
Elizabeth De Los Santos	Primary Financial Responsibility
Jan Garcia	Secondary Financial Responsibility
Elizabeth De Los Santos	Financial Approver

### Program Responsibilities

Name	Responsibility
Katie Hill	Primary Program Responsibility
Jan Garcia	Secondary Program Responsibility

### Attachments

#### Supporting Documents Checklist

Description	Mandatory	Status	Template Link	Subrecipient Document Link
Scope of Required Services (for reference)	Optional	Active	<a href="#">View</a>	Not Applicable
Reimbursement Certification Form	Optional	Active	<a href="#">View</a>	Not Applicable
Asset Purchase Authorization Form	Optional	Active	Not Applicable	Not Applicable
Cost Verification Forms (required if funded by ESG)	Optional	Active	Not Applicable	Not Applicable
Spend down Tracker	Mandatory	Active	<a href="#">View</a>	<a href="#">View</a>
Supporting Financial Documentation (e.g. Trial Balance, P	Mandatory	Active	Not Applicable	<a href="#">View</a>

#### Files: Add additional files at your discretion

Title	Classification	File Extension	Description	Attached on
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RR-ISP-AEPH-003-017_TB.pdf	Invoice	pdf	TB	01/18/2024 3:44 PM
RR-ISP-AEPH-003-017_Spenddown Report.pdf	Invoice	pdf	Spenddown Report	01/18/2024 4:20 PM
415A GL NOV 2023.pdf	Other	pdf		03/02/2024 10:57 PM
415B GL NOV 2023.pdf	Other	pdf		03/02/2024 10:57 PM
415C GL NOV 2023.pdf	Other	pdf		03/02/2024 10:57 PM
415D GL NOV 2023.pdf	Other	pdf		03/02/2024 10:58 PM
415E GL NOV 2023.pdf	Other	pdf		03/02/2024 10:58 PM
415F GL NOV 2023.pdf	Other	pdf		03/02/2024 10:58 PM
415G GL NOV 2023.pdf	Other	pdf		03/02/2024 10:59 PM
415H GL NOV 2023.pdf	Other	pdf		03/02/2024 10:59 PM
415I GL NOV 2023.pdf	Other	pdf		03/02/2024 10:59 PM
RR-ISP-AEPH-003-017_Spenddown Report.pdf	Other	pdf		03/04/2024 2:24 PM

### Internal Notes

Title	Description	Created Date	Created By
TB	TB and EGMS align	01/18/2024 3:33 PM	Stephanie L. Garcia
GL and SD	GL and SD verify RR	01/18/2024 3:33 PM	Stephanie L. Garcia
No advance to be recouped.	EGMS is incorrect, only FA-NGO-270 advance needs to be recouped via CM	01/18/2024 3:33 PM	Stephanie L. Garcia



GL Reviewed	Reviewed	03/04/2024 2:24 PM	Sheila Holmes
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## History

Date	Assigned To	Actual Approver	Comments	Status	Overall Status
Step : Step 1					Approved
03/05/2024 8:33 AM	Stephanie L. Garcia	Stephanie L. Garcia	approve	Approved	
Approval Request Submitted					
03/04/2024 2:24 PM	Sheila Holmes	Sheila Holmes	Submitted for approval.	Started	
Step : Financial Approver					Approved
03/02/2024 11:07 PM	Elizabeth De Los Santos	Elizabeth De Los Santos	\$505,515.31 nov2023	Approved	
Approval Request Submitted					
03/02/2024 11:07 PM	Elizabeth De Los Santos	Elizabeth De Los Santos	Submitted for approval.	Started	
Approval Request Recalled					Sent Back
01/29/2024 9:33 AM	Loida Cevene	Loida Cevene	sent back per ticket 57474	Sent Back	
Approval Request Submitted					
01/18/2024 4:20 PM	Stephanie L. Garcia	Stephanie L. Garcia	Submitted for approval.	Started	
Step : Financial Approver					Approved
			\$602,335.65		

01/17/2024 12:38 PM	Elizabeth De Los Santos	Elizabeth De Los Santos	NOV 2023	Approved	
Approval Request Submitted					
01/17/2024 12:36 PM	Jan Garcia	Jan Garcia	Submitted for approval.	Started	
Step : Financial Approver					Approved
01/12/2024 3:43 PM	Elizabeth De Los Santos	Elizabeth De Los Santos	\$602,337 NOV 2023	Approved	
Approval Request Submitted					
01/12/2024 3:40 PM	Jan Garcia	Jan Garcia	Submitted for approval.	Started	

### Field History

EGMS ID	Changed Field	New Value	Old Value	Changed By	Changed On
RR-ISP-AEPH-003-017	Status	Approved	Submitted for Approval	Stephanie L. Garcia	03/05/2024 8:33 AM
RR-ISP-AEPH-003-017	Program Income Spent To Date	\$0.00		Stephanie L. Garcia	03/05/2024 8:33 AM
RR-ISP-AEPH-003-017	Status	Submitted for Approval	Submitted to Grantor	Sheila Holmes	03/04/2024 2:24 PM
RR-ISP-AEPH-003-017	Status	Submitted to Grantor	Submitted for Financial Approval	Elizabeth De Los Santos	03/02/2024 11:07 PM
RR-ISP-AEPH-003-017	Status	Submitted for Financial Approval	Created	Elizabeth De Los Santos	03/02/2024 11:07 PM
RR-ISP-AEPH-003-017	Interceptor	Sheila Holmes	Stephanie L. Garcia	Elizabeth De Los Santos	03/02/2024 11:07 PM
RR-ISP-AEPH-003-017	Fiscal Officer	Stephanie L. Garcia	Loida Cevene	Elizabeth De Los Santos	03/02/2024 11:07 PM
RR-ISP-AEPH-003-017	TermsAgreement	Yes		Elizabeth De Los Santos	02/09/2024 2:55 PM
RR-ISP-AEPH-003-017	TermsAgreement		Yes	Stephanie L. Garcia	01/29/2024 9:35 AM
RR-ISP-AEPH-003-017	Status	Created	Submitted to Grantor	Stephanie L. Garcia	01/29/2024 9:35 AM

RR-ISP-AEPH-003-017	Status	Submitted to Grantor	Change Requested	Automated Process	01/29/2024 9:33 AM
RR-ISP-AEPH-003-017	Status	Change Requested	Submitted for Approval	Loida Cevene	01/29/2024 9:33 AM
RR-ISP-AEPH-003-017	Status	Submitted for Approval	Submitted to Grantor	Stephanie L. Garcia	01/18/2024 4:20 PM
RR-ISP-AEPH-003-017	Status	Submitted to Grantor	Submitted for Financial Approval	Elizabeth De Los Santos	01/17/2024 12:38 PM
RR-ISP-AEPH-003-017	Status	Submitted for Financial Approval	Created	Jan Garcia	01/17/2024 12:36 PM
RR-ISP-AEPH-003-017	Interceptor	Stephanie L. Garcia	Sheila Holmes	Jan Garcia	01/17/2024 12:36 PM
RR-ISP-AEPH-003-017	TermsAgreement	Yes		Ilene Chavez	01/17/2024 11:36 AM
RR-ISP-AEPH-003-017	TermsAgreement		Yes	Sheila Holmes	01/17/2024 8:45 AM
RR-ISP-AEPH-003-017	Status	Created	Submitted to Grantor	Sheila Holmes	01/17/2024 8:45 AM
RR-ISP-AEPH-003-017	Interceptor	Sheila Holmes	Stephanie L. Garcia	Daniel Garcia	01/16/2024 2:23 PM
RR-ISP-AEPH-003-017	Status	Submitted to Grantor	Submitted for Financial Approval	Elizabeth De Los Santos	01/12/2024 3:43 PM
RR-ISP-AEPH-003-017	Status	Submitted for Financial Approval	Created	Jan Garcia	01/12/2024 3:40 PM
RR-ISP-AEPH-003-017	Interceptor	Stephanie L. Garcia		Jan Garcia	01/12/2024 3:40 PM
RR-ISP-AEPH-003-017	Fiscal Officer	Loida Cevene		Jan Garcia	01/12/2024 3:40 PM
RR-ISP-AEPH-003-017	TermsAgreement	Yes		Ilene Chavez	01/10/2024 10:39 PM