



**Community Services Block Grant (CSBG)  
Subgrantee Contract Amendment  
PY2016 – PY2017**

**Section I. Provisions**

**PARTIES TO THIS Contract Amendment:** This Contract Amendment, dated this 20<sup>th</sup> day of October, 2016, by and between Adams County, a body politic and corporate, known hereafter as "COUNTY", and Almost Home, Inc. located at 231 North Main Street Brighton, Colorado 80601, known hereafter as the "GRANTEE" is made for the purpose of extending the services set forth in the Community Services Block Grant ("CSBG") Agreement dated March 1, 2015.

The COUNTY requires the provision of certain services and products in connection with the program funded by grants from the CSBG and which must conform to the following:

**(A) Scope of Service:**

PY2016 and PY2017 award amounts are additional funding not to exceed an amount equal to the original amount of PY 2015 award to allow for continuation of GRANTEE services described in **PY 2015 Subgrantee Agreement Exhibit 1**.

**(B) Payment Requests:**

Payment Requests for reimbursement must be submitted **monthly** no later than the **10<sup>th</sup>** of the month for expenses incurred during the previous month. The submission of payment requests in a timely manner shall be the responsibility of the GRANTEE and failure to comply may result in a reduction of payment of funds or termination of this Agreement. Reduction of award amount will be in the amount remaining unspent by expenditure deadline.

**(C) Reporting:**

The GRANTEE shall provide to the COUNTY a CSBG Quarterly Performance Report summarizing the Services which includes activities, progress, outcomes, and number of clients served (report format will be provided). The GRANTEE shall provide the COUNTY a Final Report containing the **Section G** and **NPI Report** (report form to be provided) summarizing the Services which include activities, progress, outcomes, and number of clients served. The submission of reports in a timely manner shall be the responsibility of the GRANTEE and failure to comply may result in a reduction of payment of funds or termination of this Agreement.



**Section II. General Information**

<b>Project Name</b>			
Case Management for Emergency Services			
<b>Agency Name</b>			
Almost Home			
<b>Contact Person</b>	<b>Phone</b>	<b>Email</b>	<b>Fax</b>
Karleen Reed	303-659-6199	karleen@almosthomeonline.org	
<b>Project Manager</b>	<b>Phone</b>	<b>Email</b>	<b>Fax</b>

**Section III. Affected Areas**

<b>Check all that apply.</b>			
<input checked="" type="checkbox"/> Project Start Date	<input type="checkbox"/> Project End Date	<input type="checkbox"/> Contract Amount	<input type="checkbox"/> Project Costs
<input type="checkbox"/> Project Scope	<input type="checkbox"/> Technology	<input type="checkbox"/> Major Deliverables/ Outcomes	<input type="checkbox"/> Roles/Responsibilities

**Section IV. Change Summary**

Currently Recorded Dates/Costs				Requested Revisions to Dates/Costs: N/A			
Start Date	End Date	Contract Amount	Project Cost	Start Date	End Date	Contract Amount	Project Cost
03/01/2016	12/31/2016	\$30,000					
01/01/2017	12/31/2017	\$30,000					

**Section V. Project Budget**

Pgm Yr	Line-Item Name	Increase	Decrease	Expended	Balance
2016	Case management for Emergency Services			\$9,550.83	\$20,449.17
2017	Case management for Emergency Services			\$0	\$30,000
	<b>Total</b>				

**Section VI. Justification Summary**

Article III. Section 2 of the PY 2015 Subgrantee Agreement dated March 1, 2015 allows for an additional funding award. The agency has met the requirements of PY 2015 and recommendation has been made to provide an additional award amount of **\$30,000 for PY2016 and \$30,000 for PY2017** which will allow for continuation of GRANTEE services described in Exhibit 1 of the executed contract. In addition to the terms listed herein, this option letter shall extend all terms and conditions of the original agreement.

**SIGNATURE PAGE**

In Witness Whereof, the parties have caused this contract amendment to be duly executed as of the date first above written.

Adams County Board of County  
Commissioners  
Adams County, Colorado

By: Steven J. O'Neil  
Board Chairman

SubGrantee

[Signature]

By (Signature) Executive Director

Title 231 W. MAIN ST. Br

Address Brighton, CO 80601  
City, State, Zip Code

APPROVED AS TO FORM  
COUNTY ATTORNEY

[Signature]