



**Community Services Block Grant (CSBG)  
Subgrantee Contract Amendment #2  
Program Year 2017**

**Section I. Provisions**

**PARTIES TO THIS Contract Amendment:** This Contract Amendment, dated this 4th day of December, 2017, by and between Adams County, known hereafter as "COUNTY", and Almost Home located at 231 North Main Street Brighton, Colorado 80601, known hereafter as the "GRANTEE" is made for the purpose of extending the end date set forth in the Community Services Block Grant ("CSBG") Agreement originally dated March 1, 2015 and amended October 20, 2016.

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) 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.

**(B) 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>
Rachel Monroe	303-659-6199	Rachel@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 type="checkbox"/> Project Start Date	<input checked="" 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:			
Original Start Date	Original End Date	Original Contract Amount	Project Cost	Start Date	Revised End Date	New Contract Amount	Project Cost
01/01/2017	12/31/2017	\$30,000		01/01/2017	07/31/2018	N/A	

**Section V. Project Budget**

Pgm Yr	Line-Item Name	Increase	Decrease	Expended	Balance
2017	Case Management for Emergency Services			\$7,170.52	\$22,829.48

**Section VI. Justification Summary**

Article III. Section 2 of the PY 2015 Subgrantee Agreement dated March 1, 2015 and amended October 20, 2016, allows for an extension to the agreement for up to two years providing satisfactory services is given and all terms and conditions of the Agreement have been fulfilled.

**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: \_\_\_\_\_  
Board Chair

Subgrantee

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code