

**FIRST AMENDMENT TO MARION COUNTY
STANDARD PROFESSIONAL SERVICES AGREEMENT
CHALLENGE GRANT**

THIS FIRST AMENDMENT TO MARION COUNTY STANDARD PROFESSIONAL SERVICES AGREEMENT (this "Amendment"), is made and entered into by and between **MARION COUNTY**, a political subdivision of the State of Florida, 601 SE 25th Ave., Ocala, FL 34471, ("COUNTY"), and the **PROJECT HOPE OF MARION COUNTY, INC., 830 NE 28th Street, (Unit 201) Ocala, FL 34470, FEIN 20-8657795, ("SUBRECIPIENT")** (singularly "Party," collectively "Parties").

WHEREAS, on or about June 5, 2020, the Parties entered into a MARION COUNTY STANDARD PROFESSIONAL SERVICES AGREEMENT (the "Agreement") whereby COUNTY provides Grant funds as a passthrough from the Florida Department of Children and Families (DCF) to SUBRECIPIENT's for a scope of work to be carried out to provide housing services and program needs to those experiencing homelessness; and

WHEREAS, the parties seek to enter into this Amendment to reflect an increase in funding to PROJECT HOPE OF MARION COUNTY, INC. for the use of Challenge Grant funds to cover all associated costs to serve homeless, single women, and families, to become housed and self-sufficient through June 30, 2025.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties agree as follows:

1. **Recitals.**
The Parties confirm and agree that the above Recitals are true and correct, and incorporate their terms and provisions herein for all purposes.
2. **Funding.**
Exhibit A, Funding and Scope of Work, to the Agreement, is hereby amended as attached to this Amendment. This Amendment modifies the funding and scope of work of the Agreement to allow for reimbursement to SUBRECIPIENT of allowable costs of up to **Forty-Five Thousand, Eight Hundred Forty-Four Dollars, and Zero Cents (\$45,844.00)**. Further, the total amount of funding under the Agreement is increased from **Nine Thousand, One Hundred Fifty-Six Dollars and Zero Cents (\$9,156.00)** to **Fifty-Five Thousand Dollars, and Zero Cents (\$55,000.00)**. Any funds remaining at the termination or expiration of this Amended Agreement will revert to COUNTY. This agreement also expands the requirements from the SUBRECIPIENT as stated in Exhibit A, paragraph J.
3. **Expenditure of Challenge Grant Funds**
The period for the expenditure of Challenge Grant Funds allocated under the Amended Agreement shall be expended by June 30, 2025. There shall be no extension for the expenditure of Challenge Grant Funds.
4. **Information Required by 2 C.F.R. § 200.332 & Sub-Grant Information.**
 - A. The SUBRECIPIENT's name: **PROJECT HOPE OF MARION COUNTY, INC.**
 - B. The SUBRECIPIENT's Unique Entity Identifier (UEI): **ZHDSGYZE2FT2**
 - C. State Award Identification Number: **PPZ61 Amend: # 0009**

- D. State Award Date of the award to the COUNTY: **June 21, 2022**
- E. Subaward Period of Performance Start and End Date: The Subaward period of performance shall begin on **July 1, 2024**, and shall end on **June 30, 2025**, unless terminated earlier in accordance with the provisions of this Agreement.
- F. Subaward Budget Period Start and End Date: The Subaward budget period shall begin on **July 1, 2024**, and shall end on **June 30, 2025**.
- G. Amount of additional State Funds Obligated by this Amended Agreement by the COUNTY to the SUBRECIPIENT: **Forty-Five Thousand, Eight Hundred Forty-Four Dollars, and Zero Cents (\$45,844.00)**.
- H. Total Amount of State Funds obligated by the COUNTY to the SUBRECIPIENT, including the amounts in this Agreement: **Fifty-Five Thousand Dollars, and Zero Cents (\$55,000.00)**.

Title	Year	Amount	Project
Challenge Grant	2024	\$9,156.00	Homeless Prevention Svcs
Challenge Grant	2024	\$45,844.00	Homeless Prevention Svcs
TOTAL		\$55,000.00	

- I. Total Amount of the State Award committed to the SUBRECIPIENT by the COUNTY: **Fifty-Five Thousand Dollars, and Zero cents (\$55,000.00)**.
- J. State award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act ("FFATA"): Project Hope of Marion County, Inc. will use these funds to provide housing, services, and program needs through their Homeless Prevention Services Program for single mothers with no more than three (3) children.
- K. Contact information:
 - Name of State Awarding Agency and Contact Information: Florida Department of Children and Families, 2415 N Monroe Street, Suite 400, Tallahassee, Florida 32303
 - Contact Information for the COUNTY: Charles Rich, Community Development Administrator, Marion COUNTY Community Services, 2710 E. Silver Springs Blvd., Ocala, Florida 34471
 - Contact Information for the Subrecipient: April McDonald, Executive Director, Project Hope of Marion County, Inc., 830 NE 28th Street (Unit 201), Ocala, FL 34470.
- L. Assistance Listing Number and Title:

ALN #	Title	Year	Amount
14.704	Challenge Grant	2024	\$55,000.00
TOTAL			\$55,000.00

- M. The amount made available under the award and the Assistance Listings Number at the time of disbursement is **Fifty-Five Thousand, Dollars, and Zero cents (\$55,000.00)**.
- N. This sub-award is a program grant and not for Research and Development.

5. Amendments.

Amendments to this Agreement shall be in the form of writing signed by both parties.

First Amendment 2024-2025 CHALLENGE Grant (DCF PPZ61)
SUBRECIPIENT: Project Hope of Marion County, Inc.
Expires June 30, 2025
Community Services

COUNTY authorizes its Director of Community Services to execute any amendment so long as there is no increase in the total amount of funding.

6. Full Force and Effect.

All provisions of the Agreement not specifically amended herein shall remain in full force and effect. All other terms and conditions not otherwise changed are ratified and affirmed.

EXHIBIT A – Funding and Scope of Work

EXHIBIT B – DCF Unified Contract PPZ61

IN WITNESS WHEREOF, the Parties have entered into this FIRST Amendment by their duly authorized officers on the date of the last signature below.

WITNESS:

[Signature] 9/20/24
Witness Signature Date

Deborah Lambete
Print Name

2710 E. Silver Springs Blvd.
Witness Address Ocala, FL 34470

[Signature] 9/20/24
Witness Signature Date

Lauren Blaugh
Print Name

2710 E. Silver Springs Blvd.
Witness Address Ocala FL 34470

PROJECT HOPE OF MARION COUNTY, INC.

By: [Signature]

Printed Name: April McDonald

Date: 9/20/24

ATTEST:

Gregory C. Harrell, Clerk of Court

Date: _____

MARION COUNTY, a political subdivision of the State of Florida

By: _____
Michelle Stone, Chair

Date: _____

For Use and Reliance of Marion COUNTY Only, Approved As To Form and Legal Sufficiency

For: [Signature]
Matthew G. Minter
COUNTY Attorney

FUNDING AND SCOPE OF WORK

- A. **Purpose of Challenge Grant.** Provide housing services, and program needs, included in the CoC Plan.
- B. **Objective of the Challenge Grant Program.** The objective of the CHALLENGE GRANT is to provide Homeless Prevention Services. This program is open to homeless, single mothers that have no more than three (3) children. Program vacancies are filled through a wait list that has been pulled from the Ocala/Marion Joint Office on Homelessness, Coordinated Entry List. Case and property management services are provided for every family, and the participants work closely with their designated case manager in identifying more permanent housing. During this time the case managers work with the family to become self-sufficient in a short amount of time. Funding for this grant is by competitive application only and is not recurring.
- C. **Catchment Area.** For purposes of this Agreement, services shall occur within Marion County. Therefore, qualified and eligible citizens living within Marion County may be assisted.
- D. **Hours and Location.** The location and service times of SUBRECIPIENT are:

**PROJECT HOPE OF MARION COUNTY, INC.
830 NE 28TH STREET, UNIT 201
OCALA, FL 34470**

Hours of Operation: 9:00 am to 5:00pm

Any change in location and/or service time shall require a written request to COUNTY and approval prior to the time change.

- E. Clients to be served. Applicable definitions for individuals who are eligible for services under Challenge Grants are found in 24 CFR Part 576.2, and defined as "homeless" or "at risk of homelessness".
- F. SUBRECIPIENT agrees to utilize funds available under this Amended Agreement to supplement rather than supplant funds otherwise available.
- G. Funding shall not continue beyond the end date of the grant which occurs on **June 30, 2025**, even if the Project Participant continues to have need of the assistance.
- H. SUBRECIPIENT shall submit any claims for eligible expenses within thirty (30) days after the calendar month in which the expenses are incurred or paid by SUBRECIPIENT or COUNTY may deny payment.
- I. SUBRECIPIENT shall submit Reimbursement/Payment requests to COUNTY using the following guidelines:
- J. SUBRECIPIENT shall submit supporting documentation (listed below) with each request for reimbursement/payment for actual costs invoiced to SUBRECIPIENT in carrying out the Project as described in Section I. COUNTY shall render approval or disapproval of services within a

maximum of five (5) working days of receipt of the request for reimbursement/payment unless otherwise stated in the Agreement. A "Request for Reimbursement/Payment" form shall be provided to SUBRECIPIENT by COUNTY. Documents to be submitted are as follows:

- K. Reimbursement Request Form;
 - a. Supporting documentation for all expenses for which reimbursement is requested, in accordance with the Rollup Packet and Backup Documentation
 - b. Client Tracking software with HMIS number
 - c. HMIS Caper Report
 - d. Invoice & Match Report
- L. Should SUBRECIPIENT fail to submit adequate supporting documentation with each request for reimbursement/payment as required by COUNTY in a timely manner, COUNTY may disapprove the request.
- M. Within thirty (30) days after completion of all services to be performed by it, SUBRECIPIENT shall render a final and complete statement to COUNTY of all costs and charges for services not previously invoiced. COUNTY shall not be responsible for payments of any charges, claims, or demands of SUBRECIPIENT not received within said thirty (30) day period; however, such time may be extended in COUNTY's discretion not to exceed a period of ninety (90) days, provided the delay in its submission is not occasioned by any fault or negligence of SUBRECIPIENT
- N. SERVICE TASKS. The tasks to be performed under this Agreement must comply with the written standards and all applicable rules, regulations, and policies related to the Challenge Grant program. The following are allowable activities under this Agreement, as defined in 24 CFR Part 576, Subpart B.
- O. Performance Measures. Should SUBRECIPIENT be unable to meet the required deliverables as outlined by DCF, any penalty assessed to COUNTY for failure to meet deliverables will be passed through to the SUBRECIPIENT. As referenced in Exhibit E Original Contract
- P. Housing Relocation and Stabilization Services. See (24 CFR Part 576.105). Funds may be used to provide Financial assistance costs, Rental application fees, Security deposits, Last month's rent, Utility deposits, Utility payments, moving costs, Services costs, Housing search and placement, Housing stability case management, Maximum amounts and periods of assistance, use with other subsidies, Housing counseling.