

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

611



FROM: Community Action Partnership of Riverside County

SUBMITTAL DATE:
March 25, 2010

SUBJECT: Amendment #1 to Agreement #10F-4034 with Department of Community Services and Development for the 2010 Community Services Block Grant

RECOMMENDED MOTION: That the Board of Supervisors approve and:

- 1) Authorize the Chairman of the Board to sign the attached Amendment #1 to Agreement #10F-4034 between the Department of Community Services and Development (CSD) and the Community Action Partnership of Riverside County (CAP Riverside) for the 2010 Community Services Block Grant (CSBG) covering the term January 1, 2010 through December 31, 2010, not to exceed \$985,502;
- 2) Instruct the Auditor Controller to adjust the budget as identified in the attached Schedule A; and
- 3) Authorize the Purchasing Agent to sign ministerial amendments not to exceed the Board authorized amount.

Lois J. Carson
Lois J. Carson, CAP, Executive Director

(CONTINUED 3 Pages)

| | | | | |
|-----------------------|-------------------------------|------------|-------------------------|----------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 814,865 | In Current Year Budget: | NO |
| | Current F.Y. Net County Cost: | \$ 0 | Budget Adjustment: | Yes |
| | Annual Net County Cost: | \$ 0 | For Fiscal Year: | FY 09/10 |

| | | |
|--------------------------------------|---|-------------------------------------|
| SOURCE OF FUNDS: 100% Federal | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| | Requires 4/5 Vote | <input checked="" type="checkbox"/> |

C.E.O. RECOMMENDATION:

APPROVE
BY: *Debra Courmoyer*
Debra Courmoyer

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Benoit, seconded by Supervisor Tavaglione and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: May 4, 2010
xc: CAP, Auditor, Purchasing, EO,

Kecia Harper-Ihem
Clerk of the Board
By: *[Signature]*
Deputy

Prev. Agn. Ref.: 3/2/10 (#3.4) | **District:** All | **Agenda Number:**

3.15

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

FISCAL PROCEEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *[Signature]* 4/12/10
 SAMUEL WONG
 Mark Selter, Assistant Director
 PURCHASING: *[Signature]* 3/31/10
 LARISA R-MCKENNA
 DATE
 FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]*
 Policy Policy
 Consent Consent
 Dep't Recomm.:
 Per Exec. Ofc.:

FROM: Community Action Partnership
Of Riverside County

DATE: March 25, 2010

SUBJECT: Amendment #1 to Agreement #10F-4034
with Department of Community Services
and Development for the 2010 Community
Services Block Grant

PAGE: 2 of 3

BACKGROUND:

On March 2, 2010 (Agenda #3.4), the Board authorized Agreement #10F-4034 with CSD to provide the initial allocation for Program Year 2010. The CSBG Local Initiative Program provides the core funding of CAP Riverside Programs.

Amendment #1 increases the initial allocation by \$814,864 from \$170,637 to \$985,502. The Agreement will be amended once the Congressional appropriation is approved and the State is advised of its final grant award.

The Executive Director of CAP Riverside requests that the Board approve Amendment #1 to Agreement #10F-4034 covering the term January 1, 2010 through December 31, 2010.

FINANCIAL IMPACT: No County General Funds will be required.

CONCUR/EXECUTE:

LJC:MYJ:KA:jb

FROM: Community Action Partnership
of Riverside County

DATE: March 25, 2010

SUBJECT: Budget Adjustment

PAGE: 3 of 3

SCHEDULE A

Community Action Partnership of Riverside County
Budget Adjustment
Fiscal Year 2009/2010

INCREASE IN EST. REVENUE:

| | | |
|-------------------------------|------------------|------------|
| CAARC-21050-5200100000-767200 | Fed-Block Grants | \$ 814,865 |
|-------------------------------|------------------|------------|

INCREASE IN APPROPRIATIONS:

| | | |
|-------------------------------|------------------|------------|
| CAARC-21050-5200100000-510040 | Regular Salaries | \$ 100,000 |
|-------------------------------|------------------|------------|

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|-------------------------------|-------------------|-----------|
| CAARC-21050-5200100000-518100 | Budgeted Benefits | \$ 50,000 |
|-------------------------------|-------------------|-----------|

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|-------------------------------|----------------|----------|
| CAARC-21050-5200100000-520200 | Communications | \$ 5,000 |
|-------------------------------|----------------|----------|

| | | |
|-------------------------------|----------------|-----------|
| CAARC-21050-5200100000-520260 | Computer Lines | \$ 20,000 |
|-------------------------------|----------------|-----------|

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|-------------------------------|-------------------|-----------|
| CAARC-21050-5200100000-520320 | Telephone Service | \$ 40,000 |
|-------------------------------|-------------------|-----------|

| | | |
|-------------------------------|----------------------|-----------|
| CAARC-21050-5200100000-521360 | Maint-Computer Equip | \$ 50,000 |
|-------------------------------|----------------------|-----------|

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|-------------------------------|-----------------------|-----------|
| CAARC-21050-5200100000-523230 | Miscellaneous Expense | \$ 10,000 |
|-------------------------------|-----------------------|-----------|

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|-------------------------------|-----------------------|-----------|
| CAARC-21050-5200100000-525080 | Temp Assist Pool Srvc | \$ 30,000 |
|-------------------------------|-----------------------|-----------|

| | | |
|-------------------------------|-------------|-----------|
| CAARC-21050-5200100000-523100 | Memberships | \$ 10,000 |
|-------------------------------|-------------|-----------|

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|-------------------------------|-----------------|-----------|
| CAARC-21050-5200100000-523700 | Office Supplies | \$ 30,000 |
|-------------------------------|-----------------|-----------|

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| CAARC-21050-5200100000-523780 | Printed Forms | \$ 10,000 |
|-------------------------------|---------------|-----------|

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|-------------------------------|-------------------------|------------|
| CAARC-21050-5200100000-527780 | Special Program Expense | \$ 459,865 |
|-------------------------------|-------------------------|------------|

| | | |
|--------------|--|------------------|
| Total | | \$814,865 |
|--------------|--|------------------|

WHEN DOCUMENT IS FULLY EXECUTED RETURN
CLERK'S COPY
 to Riverside County Clerk of the Board, Stop 1010
 Post Office Box 1147, Riverside, Ca 92502-1147
 Thank you.

STD. 213 A (Rev. 6/03)

| | |
|-------------------------------------|------------------------------|
| AGREEMENT NUMBER 10F-4034 | AMENDMENT NUMBER 1 |
| REGISTRATION NUMBER | |

- This Agreement is entered into between the State Agency and the Contractor named below
 STATE AGENCY'S NAME
Department of Community Services and Development
 CONTRACTOR'S NAME
Community Action Partnership of Riverside County
- The term of this Agreement is : **January 1, 2010 through December 31, 2010**
- The maximum amount of this Agreement is: **\$ 985,502.00**
- The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

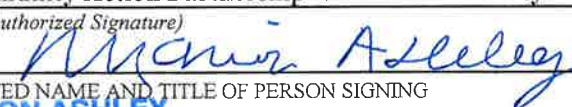
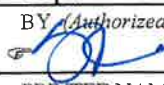
Contractor agrees to continue to provide services and activities to eligible participants residing in the Contractor's assigned service area, pursuant to California Government Code Section 12725 et seq. and United States Code (USC) 9901 et seq., as amended, the Community Services Block Grant Act.

- The total consideration payable to Contractor by the State has changed from \$170,637.00 to \$985,502.00, reflecting an increase of \$814,865.00.

RECEIVED
 CONTRACT SERVICES UNIT
 2010 MAY 26 AM 8:15

ATTEST:
 KECIA HARPER-IHEM, Clerk
 By 
 DEPUTY

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

| | |
|--|---|
| CONTRACTOR | CALIFORNIA Department of General Services Use Only |
| CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) Community Action Partnership of Riverside County | |
| BY (Authorized Signature)  | DATE SIGNED (Do not type) 5/4/10 |
| PRINTED NAME AND TITLE OF PERSON SIGNING MARION ASHLEY CHAIRMAN, BOARD OF SUPERVISORS | |
| ADDRESS 2038 Iowa Ave, Suite B-102, Riverside, CA 92507 | |
| STATE OF CALIFORNIA | |
| AGENCY NAME Department of Community Services and Development | |
| BY (Authorized Signature)  | DATE SIGNED (Do not type) 6/1/10 |
| PRINTED NAME AND TITLE OF PERSON SIGNING Leisa Maestretti, Chief Financial Officer | |
| ADDRESS 2389 Gateway Oaks Drive, Suite 100, Sacramento, California 95833 | |

I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services' approval.



Exempt per _____

MAY 04 2010 3.15

FORM APPROVED COUNTY COUNSEL
 BY  5/3/10
 LARISA R-MCK DATE

2. Exhibit B, BUDGET DETAIL AND PAYMENT PROVISIONS, Section 2, BUDGET item C. and D. has been added, to read as follows:

C. Administrative Expenses

For the purpose of administrative expenditures, Contractor shall use funds allocated under this Agreement in an amount not to exceed twelve percent (12%) of the total operating funds of its community action program(s). Contractor shall not use funds provided under this Agreement to cover administrative costs incurred in the Low-Income Home Energy Assistance Program (LIHEAP) in excess of the LIHEAP contractual limitations.

- D. To the extent that 22 CCR § 100715(a) requires prior approval by CSD for any change that exceeds 10% of an originally approved budget line item, CSD's execution of this Agreement hereby constitutes that prior approval, and the Contractor may make discretionary changes to the Budget Summary that exceed 10% for any line item, subject to all other applicable federal and state law and regulation and generally accepted standards of accounting.

3. Exhibit B, BUDGET DETAIL AND PAYMENT PROVISIONS, 3. A. ADVANCE PAYMENTS, is deleted in its entirety and replaced with Exhibit B. 3. A. to read as follows:

Upon written request by the Contractor on their agency letterhead, CSD shall issue one working capital advance to the Contractor not to exceed 25% of the Maximum Amount of this Agreement as set forth on the Std. 213, Standard Agreement, item 3. The advance request shall only be submitted once and apply to any subsequent advance payments as described in B. below.

All other terms and conditions shall remain the same.

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, May 4, 2010, that Marion Ashley, the Chairman of this Board is authorized and directed to execute on behalf of said County the State Standard Agreement Amendment No. 10F-4034 between Riverside County and California Department of Community Services and Development providing: for the 2010 Community Services Block Grant (CSBG) covering the term January 1, 2010 through December 31, 2010.

Roll Call:

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA HARPER-IHEM, Clerk of said Board

By: _____

Deputy