

Amendment No. 2 for Contract No. GRK 153613

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|-------------------------------------|----------|------------------------------|---------------|
| Contract Start Date: | 1/1/2019 | Original Contract Amount: | \$290,000.00 |
| Original Contract Expiration Date: | 12/31/23 | Previous Amendment(s) Total: | \$ 707,427.00 |
| Current Contract Expiration Date: | 12/31/23 | This Amendment: | 0.00 |
| Requested Contract Expiration Date: | n/a | Total Contract Amount: | \$ 997,427.00 |

This amendment ("Amendment") is by and between the State of Minnesota, through its Commissioner of the Minnesota Department of Human Services, Economic Assistance and Employment Supports Division ("STATE") and County of Hennepin, located at A-2300 Government Center, Minneapolis, Minnesota, 55487, an independent contractor, not an employee of the State of Minnesota ("Governmental Unit").

Recitals

1. STATE has a contract with Governmental Unit identified as Contract No. GRK 153613 to facilitate the linkage of teen parents in the Minnesota Family Investment Program (MFIP) with local public health evidence based home visiting models, and to work closely with human services and public health staff to facilitate implementation of collaborative efforts and develop strategies between human services and local public health to address the needs and requirements of MFIP teen parents (Original Contract) and to support teen parents in overcoming many obstacles to securing stable housing with more flexibility to address causes of homelessness and housing instability. STATE is expanding the funding to include supports not just for items necessary to maintaining Child Care Assistance Program (CCAP) eligibility (ex: verifications) but also to support families in regaining stable housing (Amendment to Original Contract) ;
2. The Original Contract is being amended because STATE and Governmental Unit agree that additional duties; expenditures based on a cash basis with a service period based on services rendered, , and each budget period based on the State Fiscal Year, are necessary for the satisfactory completion of the contract;
3. STATE and Governmental Unit agree to amend the contract as stated below:

Contract Amendment

In this Amendment, changes to Original Contract language will use ~~strike through~~ for deletions and underlining for insertions.

The parties agree to the following revisions:

REVISION 1: Clause 2, “**Agreement Between the Parties,**” subclause 2.1 (a) is amended as follows:

2. Agreement Between the Parties

2.1 Governmental Unit will act as fiscal agent including:

- a. Make payments in the form of reimbursement of allowable expenditures to project vendor(s) and submit form DHS-2902 to the STATE on a quarterly basis according to Section 2 of this agreement. Invoices shall be submitted based on a cash basis.

REVISION 2: Clause 2, “**Agreement Between the Parties,**” subclause 2.2(h) is amended as follows:

- h. Provide eligible teens with support in applying for and maintaining their (CCAP) eligibility, by providing approved items directly related to their CCAP application and items that support housing stabilization as outlined in ~~Exhibit B-1 Budget~~ Exhibit B-2: Budget.

REVISION 3: Clause 3, “**Payment,**” subclause 3.1 and 3.2, are amended as follows:

- 3.1 Consideration for all services** performed by Governmental Unit pursuant to this agreement shall be paid by the STATE to Governmental Unit, according to ~~Exhibit B-1: Exhibit B-2: Budget~~, which is attached and incorporated into this Agreement. Governmental Unit must submit a revised budget, which will be incorporated into this Agreement upon any budget change proposals. Once the budget is approved by STATE, Governmental Unit will be paid the amount agreed in the revised budget, according to section 5.2 below.
- 3.2 The total obligation** of the STATE under this agreement will not exceed nine hundred ninety seven thousand, four hundred twenty seven dollars (\$997,427) pursuant to ~~Exhibit B-1: Exhibit B-2: Budget~~

Program Years January 1, 2019 – December 31, 2023.

MFIP Teen Parent Home Visits Annual Funding: Fifty-eight thousand dollars (\$58,000) per calendar year State Fiscal Year (SFY). Unspent MFIP Teen Parent Home Visits funds remaining at the end of each SFY, are not available in the subsequent SFY.

\$58,000: January 1, 2019 – December 31, 2019

\$58,000: January 1, 2020 – December 31, 2020

\$58,000: January 1, 2021 – December 31, 2021

\$29,000: January 1, 2022 – June 30, 2022

\$58,000: July 1, 2022 – June 30, 2023

\$29,000: July 1, 2023 – December 31, 2023

Homelessness Support Funding: Two hundred thirty five thousand eight hundred nine dollars (\$235,809) per calendar year SFY from January 2021 – December 2023. Unspent Homelessness Support Funding remaining at the end of each SFY is available in the subsequent SFY.

\$235,809: Jan 1, 2021 – December 31, 2021

\$117,904: January 1, 2022 – June 30, 2022

\$235,809: July 1, 2022 – June 30, 2023

\$117,905: July 1, 2023 – December 31, 2023

~~Unspent funds remaining at the end of each state fiscal year (SFY), must be expended by the end of each calendar year.~~

REVISION 4:

Exhibit B-2: Budget, attached to this amendment, is hereby attached and incorporated into the Original Contract and replaces Exhibit B-1: Budget.

EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL JOINT POWERS AGREEMENT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT AND ARE INCORPORATED INTO THIS AMENDMENT BY REFERENCE.

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Signature page follows

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes, chapter 16A and section 16C.05.

By: _____

Date: _____

Grant No: _____

2. Governmental Unit

Signatory certifies that Grantee's articles of incorporation, by-laws, or corporate resolutions authorize Signatory both to sign on behalf of and bind the Grantee to the terms of this Agreement. Grantee and Signatory agree that the State Agency relies on the Signatory's certification herein.

By: _____

Title: _____

Date: _____

3. STATE AGENCY

Individual certifies the applicable provisions of Minnesota Statutes, section 16B.97, subdivision 1 and Minnesota Statutes, section 16B.98 are reaffirmed.

By (with delegated authority): _____

Title: _____

Date: _____

**HENNEPIN COUNTY BOARD AUTHORIZATION
RECEIVABLE AGREEMENT**

Reviewed for COUNTY by the County
Attorney's Office

Date: _____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
Director/Deputy/County Administrator

Date: _____

Exhibit B-2: Budget

Total five year MFIP funding budget line item for contract period January 1, 2019 – December 31, 2023

| Item | Narrative | Amount |
|----------------------|--|------------------|
| 1.0 FTE Case Manager | 1.0 FTE @ \$19.60 hr x 2080 hrs provides MFIP monitoring as support to a case load of approx. 33 participants, equals \$40,768 per year x 5 years. | \$203,840 |
| Benefits and fringe | \$40,768 @ .329612, equals \$13,438 per year x 5 years | \$67,190 |
| Total Staffing | %54,206 per year x 5 years | \$271,030 |
| Admin @ 7% | \$3,794 per year x 5 years | \$18,970 |
| Total | | \$290,000 |

Unspent funds at the end of each calendar year are not available in the subsequent fiscal year

Total three year Homelessness funding budget line item for period January 1, 2021 – December 31, 2023

| Item | Narrative | Amount |
|---|---|-----------|
| Staffing: .2 FTE MFIP/Childcare Coordinator | @\$34 hrly x 8 hrs weekly x 78 weeks = \$21,216. Taxes/fringe 15% of salary = \$3,182+\$4,200=\$7,382. Position assists with the electronic submission of childcare documents and collaboration with County childcare workers approve and maintain childcare benefits. | \$28,598 |
| Staffing: 2.0 FTE Benefits Navigator | (1) Navigator: @\$23.50 hrly x2080 = \$48,880 total salary x3yrs = \$146,640. Taxes/fringe @ 15% of salary = \$21,996+\$42,000 = \$63,996 plus \$146,640 = \$210,636. (2) Navigator: @23.50 hrly x3,120 (18months)=\$73,320. Taxes/fringe @ x 15%=\$10,998+\$21,000=\$31,998 +\$73,320 = \$105,318. Navigators assist with MFIP and childcare applications/supporting documentation and development of Plans. | \$315,954 |
| Housing related expenses | 15 clients @ an average of \$2,130.46 per person for Application fees and deposits, rental assistance to avoid eviction and/or utility shut off. Funds only available through 2021. | \$31,957 |
| Participant Transportation costs | 80 participants x 30 cab rides @ an estimated \$40 per ride =\$96,000, +21 participants @ an average of \$500 per client for insurance, licensing and gas vouchers=\$10,500 + \$8,614 in expenses billed by Hennepin Healthcare in December 2021 not previously invoiced to DHS under original budget line item terms. | \$115,114 |
| Participant communication | 40 participants @ \$650 for replacement cell phones and service charges=\$26,000 + \$3,799 in expenses billed by Hennepin Healthcare in December 2021 not previously invoiced to DHS under original budget line item terms. | \$29,799 |

Exhibit B-2: Budget

| | | |
|---|---|------------------|
| ID Vouchers | 75 participants @ an average \$65 for birth certificates and ID=\$4,875 +\$115 in expenses billed by Hennepin Healthcare in December 2021 not previously invoiced to DHS under original budget line item terms. | \$4,990 |
| Childcare costs and fees | 20 infants @ \$350.75 weekly x 4 weeks =\$28,060 +15 toddlers @ \$299 weekly x 4 week while application is pending= \$17,940, + 25 participants @ an average of \$800 per service fee, i.e. transportation, late fees and fee costs=\$20,000 | \$66,000 |
| Child safety | 40 participants @ an average \$175 of infant car seats, strollers, front packs | \$7,000 |
| Employment related expenses | 20 participants @ an average of \$300 per participant for interview clothing/uniforms and other work-related materials/tools. | \$6,000 |
| Maintenance of Dignity and personal hygiene | 150 participants at @ an average \$250 per participant for clothing, laundry/hygiene supplies=\$37,500 + \$2,738 in expenses billed by Hennepin Healthcare in December 2021 not previously invoiced to DHS under original budget line item terms. | \$40,238 |
| Participant incentives | 100 participants @ an average of \$110 per participant for gift cards for school progress | \$11,000 |
| Administrative | Calculated @7.7% | \$50,777 |
| Total | | \$707,427 |

Unspent funds at the end of each calendar year are available for the subsequent fiscal year