

FIRST AMENDMENT TO SUBRECIPIENT AGREEMENT

THIS FIRST AMENDMENT TO SUBRECIPIENT AGREEMENT (“Amendment”), is made and entered into on 13th day of April, 2023, by and between **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government pursuant to KRS Chapter 67A, and located at 200 East Main Street, Lexington, Fayette County, Kentucky 40507 (hereinafter referred to as "GOVERNMENT"), and **COMMUNITY ACTION COUNCIL FOR LEXINGTON-FAYETTE, BOURBON, HARRISON and NICHOLAS COUNTIES, INC.** (hereinafter “Organization” and with the Government, the “Parties”) a Kentucky non-profit corporation pursuant to KRS Chapter 273, whose post office address is PO Box 11610, Lexington, Kentucky 40576 (hereinafter referred to as "SUBRECIPIENT");

WHEREAS, GOVERNMENT and SUBRECIPIENT entered into an Agreement dated June 29, 2022, (“Agreement”), in which the SUBRECIPIENT was allocated \$4,000,000.00 in federal funds (“Funds”) originally awarded to GOVERNMENT pursuant to the American Rescue Plan Act of 2021 (referred to hereinafter as “ARPA”);

WHEREAS, Section I of that Agreement, titled “STATEMENT OF PURPOSE,” Part B, titled “Budget and Use of Funds,” provided that SUBRECIPIENT agreed to use the Funds in accordance with an approved budget, which was identified as Exhibit 3 to the Agreement;

WHEREAS, the parties desire to make changes to the aforementioned budget, and all changes to the Agreement require a written amendment thereto;

NOW, THEREFORE, in consideration of the foregoing and mutually agreed upon promises, conditions and covenants hereinafter set forth, the parties hereto agree as follows:

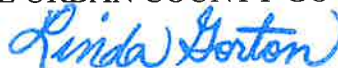
A. That the document titled “Exhibit 3” of the Agreement is replaced in its entirety with the document attached hereto as Exhibit 1.

B. That the parties agree all references within the Agreement to “Exhibit 3” shall be interpreted as referring to the budget attached hereto and identified in Section A of this Amendment.

C. In all other respects, except as specifically modified herein, the terms of the Agreement dated June 29, 2022, shall remain in full force and effect with respect to the provisions outlined therein.

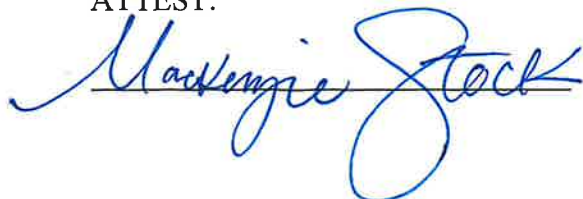
IN WITNESS WHEREOF, the parties executed this Agreement the day, month, and year above written.

LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT



Linda Gorton, Mayor

ATTEST:



Clerk of Urban County Council

COMMUNITY ACTION COUNCIL FOR LEXINGTON-FAYETTE,
BOURBON, HARRISON and NICHOLAS COUNTIES, INC.

Sharon Price 04.13.23
Sharon Price, Executive Director

Transitional Housing Pilot Program (THPP) Budget Amendment

The Council has budgeted \$4,000,000 to serve as many as 170 individuals experiencing homelessness through time-limited transitional housing, intensive case management services, housing navigation services, and facilitation of coordinated entry.

The following table contains the GL code line item as it is listed in our accounting software, the dollar amount initially proposed, the proposed budget amendment, and the net change.

Below the table, a budget narrative provides an explanation of the proposed changes that reflect current programmatic needs. The budget narrative mirrors the cost categories in our initial budget narrative proposal (attached).

| CAC GL Code | Line Item | Initial Proposal | Proposed Amendment | Net Change |
|-------------|--------------------------------|------------------|--------------------|---------------|
| 7100 | In-Area Travel Expense | \$1,405.00 | \$3,200.00 | \$1,795.00 |
| 7111 | Equipment Over \$5,000 | \$50,000.00 | \$49,833.00 | (\$167.00) |
| 7120 | Office Supplies Expense | \$1,500.00 | \$500.00 | (\$1,000.00) |
| 7121 | Program Supplies Expense | \$137,177.00 | \$90,000.00 | (\$47,177.00) |
| 7130 | Contracts Expense | \$108,650.00 | \$35,000.00 | (\$73,650.00) |
| 7181 | Building Security Expense | \$3,500.00 | \$0.00 | (\$3,500.00) |
| 7224 | Transportation Expense | \$9,000.00 | \$7,000.00 | (\$2,000.00) |
| 7225 | Communications Expense | \$0.00 | \$275.00 | \$275.00 |
| 7308 | DP Other Expense | \$100.00 | \$0.00 | (\$100.00) |
| 7331 | License & Fees Expense | \$0.00 | \$20,000.00 | \$20,000.00 |
| 7500 | Client Benefits Expense | \$81,000.00 | \$15,000.00 | (\$66,000.00) |
| 7564 | Participant Hotel Expense | \$106,313.00 | \$200,000.00 | \$93,687.00 |
| 7565 | Short-Term Rental | \$91,200.00 | \$70,000.00 | (\$21,200.00) |
| 7567 | Utility Expense | \$101,400.00 | \$65,000.00 | (\$36,400.00) |
| 7965 | Finance Charges | \$0.00 | \$200.00 | \$200.00 |
| 7990 | Indirect Cost Expense | \$146,036.00 | \$127,727.46 | (\$18,308.54) |
| 7997 | Program Transportation Expense | \$17,500.00 | \$0.00 | (\$17,500.00) |
| 7820 | Acquisition | \$2,587,000 | \$2,758,044.01 | \$171,044.01 |

- **Equipment – Budget \$49,833**
 - Equipment Over \$5,000 – The Council purchased a facilities vehicle to support property management at multiple scattered-site locations. The residual funds will be allocated toward costlier line items.
- **Travel – Budget \$3,200**
 - In Area Travel Expense – To provide mileage reimbursement for program staff for travel necessary for direct program operations. Travel costs have been more expensive than anticipated.

- **Contractual – Budget \$35,000**
 - Contracts Expenses – To cover the costs of cleaning services, including electrostatic and general cleaning services, as needed, and property management for multiple scattered-site locations. Cleaning expenses have not been as much as anticipated, so residual funds will be allocated toward costlier line items. The Council does not intend to engage the services of a property management company at this time.
- **Operating Expenses – Budget \$447,775**
 - Office Supplies – \$500: To purchase needed office supplies. The program does not need as many office supplies as anticipated, so residual funds will be allocated toward costlier line items.
 - Program Supplies – \$90,000: To purchase furniture, household supplies, and other program supplies. Program supply expenses were lower than anticipated, so residual funds will be allocated toward costlier line items.
 - Building Security Expense – \$0: Security has not been needed, so residual funds will be allocated toward costlier line items.
 - DP Other Expense – \$0: To provide a share of expenses for licensing of case management software for participants. Funds were not needed as anticipated, so residual funds will be allocated toward costlier line items.
 - Client Benefits Expense – \$15,000: Housing staff decided the stipend listed in the grant application is not necessary, so residual funds will be allocated toward costlier line items.
 - Communications Expense – \$275: Employee cell phone stipends paid as part of payroll.
 - Transportation Expense – \$7,000: To provide up to four months of transportation assistance of \$30 for 75 households. Transportation expense has been much lower than anticipated, so residual funds will be allocated toward costlier line items.
 - Program Transportation Expense – \$0: The Council decided these funds were not needed, so residual funds will be allocated toward costlier line items.
 - Participant Hotel Expense – \$200,000: Additional funds are needed for hotel stays due to off-setting short term rental.
 - Short-term Rental – \$70,000: Short-term rental expenses were lower than anticipated due to hotel stays, so residual funds will be allocated toward costlier line items.
 - Utility Expense – \$65,000: Utility expenses were lower than anticipated, so residual funds will be allocated toward costlier line items.
- **Construction Expenses – Budget \$2,778,244.01**
 - License & Fees Expense – \$20,000: To pay for property tax expenses that were part of the acquisition costs that were not anticipated during application.
 - Finance Charges – \$200: To pay for unanticipated expenses related to payment of property taxes.

- Acquisition – \$2,758,044.01: The Council is considering purchasing another property given the low number of housing units that have required more extensive repairs or renovations.
- **Indirect Expenses – Budget \$127,727.46**
 - Indirect Cost Expense – Based on 12% of direct program costs. This figure was recalculated based on the budget amendment.