

**AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF HOLLYWOOD
AND HISPANIC UNITY OF FLORIDA, INC. FOR A COMMUNITY DEVELOPMENT
BLOCK GRANT PROJECT**

THIS AMENDMENT to the Community Development Block Grant Project (the "Agreement"), is dated effective as of the ____ day of _____, 2016, (the "Effective Date") and is agreed to between the CITY OF HOLLYWOOD, FLORIDA ("CITY"), and HISPANIC UNITY OF FLORIDA INC., a not-for-profit organization authorized to do business in the State of Florida, its successors and assigns (Subgrantee"). It is hereby mutually understood and agreed by and between the parties hereto that said Agreement is amended upon the terms, covenants, and conditions hereinafter set forth.

1. Subsection 4.1 of Article IV of the Agreement entitled "Funding and Method of Payment" is hereby amended as follows:

4.1 The maximum amount of the payable by the CITY under this Agreement shall be ~~\$12,000.00~~ 36,023.00. This shall be the maximum expenditures authorized for payment by the City under this Agreement. In no event shall the CITY be liable for any sum exceeding the above stated amount.

2. Exhibits "A", "B" and "C" are hereby amended as more specifically set forth on the Exhibits attached hereto and incorporated herein by reference.

3. All other provisions of the Agreement not in conflict with this Amendment shall be and remain the same and in full force and effect.

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**AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF HOLLYWOOD
AND HISPANIC UNITY OF FLORIDA, INC. FOR A COMMUNITY DEVELOPMENT
BLOCK GRANT PROJECT**

EXECUTION

IN WITNESS WHEREOF, CITY and SUBGRANTEE, intending to be legally bound, have executed this Amendment to the Agreement as of the day and year first above written.

CITY OF HOLLYWOOD, a municipal
corporation of the State of Florida

ATTEST:

PATRICIA A. CERNY, MMC
CITY CLERK

JOSH LEVY, MAYOR

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND RELIANCE OF THE
CITY OF HOLLYWOOD, FLORIDA

JEFFREY P. SHEFFEL, CITY ATTORNEY

APPROVED BY:

GEORGE R. KELLER, JR.
ASSISTANT CITY MANAGER OF FINANCE
AND ADMINISTRATION/ INTERIM
DIRECTOR OF FINANCIAL SERVICES

ATTEST:

HISPANIC UNITY OF FLORIDA, INC.

SECRETARY
Print Name: _____

BY: _____
Signature
Title: _____
Print Name: _____

EXHIBIT "A"

SCOPE OF SERVICES

Hispanic Unity Economic Development Services

Hispanic Unity's Center for Working Families (CWF) integrates and bundles employment, income supports and financial literacy coaching and education to improve the lives of low-income individuals and families with a focus on long-term economic stability.

Employment Services provided through the Center will include a combination of: 1) Skills assessment; 2) Assistance with no job seeking and readiness (including with applications, resume writing, interview preparation); 3) Assistance with job retention; and a new service being provided as part of this program is 4) Customer Service and Sales Training. Activities funded through this grant will also include job development (cultivating and maintaining relationships with employers) and job readiness workshops (employability and soft skills; finding, getting and keeping a job, etc.).

Hispanic Unity will place ~~twenty-three~~thirty (2330) clients in a full time job during the contract period.

The Subgrantee agrees to aid in the dissemination of information and promotional materials relative to City of Hollywood initiatives. This includes, but is not limited, to making available information and promotional materials relative to City of Hollywood initiatives in the Subgrantee offices and/or project sites. In addition, the Subgrantee shall provide a complete mailing list of clientele with the exception of the clients where confidentiality is mandatory. The Subgrantee shall provide such information in a form sufficient so that the City may direct-mail information and promotional materials. The Subgrantee shall make available staff that can provide referral services complete with appropriate contact person for City of Hollywood initiatives.

EXHIBIT "B"

BUDGET & PAYMENT SCHEDULE

Total CDBG project funding is not to exceed \$~~12,000.00~~36,023.00. Subgrantee will be paid on the basis of meeting their established performance objective of making ~~twenty-three~~thirty (2330) successful job placements during the grant period commencing on October 1, 2016 and continuing through September 30, 2017 at the desired rate of making one (1) job placement during the first month of the Agreement, ~~and two (2) job placements during each subsequent~~the second monthly period-month-and three (3) job placements during the subsequent monthly period of the Agreement. Payment for the first job placement shall be at the rate of \$~~1,000.00~~3,001.92. Payment for each ~~subsequent~~during the second monthly period job placement shall be at the rate of \$~~500.00~~1,500.96 per placement. Payment for each subsequent job placement shall be at the rate of \$1,000.64 per placement. These job placements are anticipated to be made according to the schedule below, and payments to the Subgrantee are anticipated to be paid at the desired rate of \$~~1,000.00~~3,001.92 total per month for successfully meeting these stated job placement goals. (Except to remedy an under/over performance as more specifically set forth below).

First monthly period: October 1, 2016 – October 31, 2016

- One (1) job placement is to be made during the first month of the project.
- In the event that one (1) job placement is not successfully made during this period, no funding will be paid to the Subgrantee for the first project month, and the \$~~1,000.00~~3,001.92 allotted for the one (1) placement not made during this period will carry over to be paid in any future monthly period in which the first job placement does occur.

~~Subsequent~~Second monthly periods: November 1, 2016 – ~~September-February 30~~28, 2017

- Two (2) job placements are to be made during each subsequent month of the project.
- In the event that no job placements are made during any monthly period, no funding will be paid to the Subgrantee for that monthly period, and the \$~~500.00~~1,500.96 allotted for each of the two (2) placements not made during that month will carry over to be paid in any future month in which one or more of the two (2) job placements does occur.
- In the event that one (1) job placement is made during any month in this period, and it constitutes the first job placement made under the totality of this Agreement, payment will be made in the amount of \$~~1,000.00~~3,001.92 for having met the objective of achieving the first job placement of the project.
- In the event that one (1) job placement is made during any month in this period, and it does not constitute the first job placement made under the totality of this Agreement, partial payment in the amount of \$~~500.00~~1,500.96 will be paid to the Subgrantee for the single placement made and the \$~~500.00~~1,500.96 allotted for the second placement not made during that month will carry over to be paid in any future month in which the desired rate of job placements is exceeded.
- In the event that greater than two (2) job placements are made during any month in this period, the placement overage may be carried over and included in the placement count for any month that the required placements have not been served. If payment for any month will not equal the desired monthly rate due to insufficient number of placements, the placement rate from a previous month's placement overage can be added to bring the monthly payment equal to the desired monthly rate. the Subgrantee will receive

~~payment for each placement made in the amount of \$500.00 per placement with the understanding that no further funding will be paid to the Subgrantee at any point at which the project funding cap of \$12,000.00 has been met.~~

Subsequent monthly period: March 1, 2017- September 30, 2017

- Three (3) job placements are to be made during each subsequent month of the project.
- In the event that one (1) job placement is made during any month in this period, and it constitutes the first job placement made under the totality of this Agreement, payment will be made in the amount of \$3,001.92 for having met the objective of achieving the first job placement of the project.
- In the event that three (3) job placements are not met during any month of this period, funding for each placement will be paid at the specified per-placement rate. The remaining balance for unmet placements during this period will carry over and may be paid in any future monthly period in which the placements are made.
- In the event that greater than three (3) job placements are made during any month in this period, the placement overage may be carried over and included in the placement count for any month that the required placements have not been met. If payment for any month will not equal the desired monthly rate due to insufficient number of placements made, the per-placement rate from a previous month's placement overage can be added to bring the monthly payment equal to the desired monthly rate, with the understanding that no further funding will be paid to the Subgrantee at any point at which the project funding cap of \$36,023.00.00 has been met.

The process for requesting contract payment is as follows:

The subgrantee shall submit a summary invoice that clearly details job placements with each month's payment request and submit proper documentation to include a monthly performance report further described in Exhibit "C" attached and the demographic report.

EXHIBIT "C"

PERFORMANCE REPORTS

Beginning with the end of the first month of the contract year (October 31, 2016) and each month thereafter, Hispanic Unity shall submit monthly program performance reports to the Community Development Division. The report shall explain any problems encountered with the project's implementation, and clearly indicate the names, addresses, and employment placement of clients. Hispanic Unity must maintain income certifications for those who are the beneficiaries of CDBG funds and agree to periodic monitoring of files.

In addition, beginning the first day of the second program month (November 1, 2016) and each month thereafter the Subgrantee shall complete a copy of sections 2, 4, and 5 (below) and the demographic report and submit to the Community Development Division until services are completed.

SEC. 1	Monthly report for:	Hispanic Unity
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SEC. 2	Funding for:	FY 2016-2017	CITY
	Subrecipient	Hispanic Unity	
	Tot. Allocation	\$12,000.00 36,023.00	
	Expended	\$0.00	
	Remaining	\$0.00	
	Agreement Period (Months)	12	

SEC. 3	Quantifiable Goal	Client Job Placements	CITY
	(Annually)	2330 2330	

SEC. 4	Services Provided	Participants
	(Current Month)	

SEC. 5 NOTABLE ACTIVITIES FOR THE MONTH
