

**THIRD AMENDMENT TO THE HOLLYWOOD HOME AGREEMENT  
BETWEEN THE CITY OF HOLLYWOOD AND HOPE SOUTH FLORIDA, INC.  
FOR TENANT-BASED RENTAL ASSISTANCE**

THIS THIRD AMENDMENT to the March 21, 2014 HOME Program Agreement, First Amendment dated June 23, 2015, and Second Amendment dated October 19, 2016 for Tenant-Based Rental Assistance (the "Agreement"), is dated effective as of the \_\_\_\_ day of \_\_\_\_\_, 2018, (the "Effective Date") and is agreed to between the CITY OF HOLLYWOOD, FLORIDA ("CITY"), and Hope South 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. Article III of the Agreement entitled "Term" is hereby amended as follows:

The term of this Agreement shall commence on March 1, 2014 and shall expire on September 30, ~~2018~~ 2019. As a condition precedent to the effectiveness of this Agreement, funds for this Project Activity must be timely released pursuant to the United States HUD Home Investment Partnership Act Grant to the City. If such condition precedent fails to occur, then this Agreement shall become null and void and the parties shall be discharged from their respective obligations thereunder. This Agreement may be extended upon the approval of the City and acceptance by Subrecipient.

2. Subsection 4.1 of Article IV of the Agreement entitled "Allocation of Funds and Payments to Subrecipient" is hereby amended as follows:

4.1 The maximum amount of the City's HOME funding contribution under this Agreement shall not exceed ~~\$439,000.00~~ \$596,065.00 in HOME funds inclusive of an administrative fee of ~~\$43,900.00~~ \$59,606.50. Administrative funds will be disbursed in advance for actual costs incurred in the administration of this contract. Documentation that supports the utilization of administrative funds must be maintained. Prior to advancing the Administrative fee, Subrecipient must submit to the City the required documentation set forth in Exhibit "C" attached hereto and incorporated herein by reference. All HOME funds shall be solely used by Subrecipient for the Project Activity described in Exhibit "A" and expended in accordance with the Budget set forth in Exhibit "B" attached hereto and incorporated herein by reference. Subrecipient hereby acknowledges and agrees that all HOME funds shall be used in accordance with 24 CFR Part 92 including but not limited to the applicable uniform administrative requirements as set forth in Section 92.505. City shall not be responsible or liable to Subrecipient for any payments beyond the maximum funding set forth herein for eligible expenditures and encumbrances.

3. Exhibits "B" and "C" are hereby amended as more specifically set forth in the Exhibits attached to this Third Amendment.
  
4. All other provisions of the March 21, 2014 Agreement, First Amendment dated June 23, 2015, and Second Amendment dated October 19, 2016 not in conflict with this Third Amendment shall be and remain the same and in full force and effect.

EXECUTION

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

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

BY: \_\_\_\_\_  
JOSH LEVY, MAYOR

ATTEST:

\_\_\_\_\_  
PATRICIA A. CERNY, MMC  
CITY CLERK

APPROVED BY:

\_\_\_\_\_  
CINTYA RAMOS, DIRECTOR  
DEPARTMENT OF FINANCIAL  
SERVICES

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY FOR THE USE AND  
RELIANCE OF THE CITY OF  
HOLLYWOOD, FLORIDA, ONLY.

\_\_\_\_\_  
DOUGLAS R. GONZALES  
CITY ATTORNEY

**THIRD AMENDMENT TO THE HOLLYWOOD HOME AGREEMENT BETWEEN  
THE CITY OF HOLLYWOOD AND HOPE SOUTH FLORIDA, INC. FOR TENANT  
BASED RENTAL ASSISTANCE**

HOPE SOUTH FLORIDA, INC.

BY: \_\_\_\_\_

Signature

Title: \_\_\_\_\_

Print Name: \_\_\_\_\_

EXHIBIT “B”  
BUDGET & REIMBURSEMENT SCHEDULE

Total HOME TBRA project funding is \$596,065.00. The Total HOME TBRA project funding is supplemented by a Federal Fiscal Year 2018-2019 allocation of \$54,000.00. This funding is contingent upon approval of the City of Hollywood Federal Fiscal Year 2018-2019 One Year Action Plan and shall not be available until October 1, 2018. Subgrantee will be paid ten percent (10%) of the agreement amount or \$59,606.50.00 upon full execution of the agreement and subsequently reimbursed the remaining balance of the agreement on the basis of performance and eligible project expenses incurred in accordance with the terms and conditions set forth in the Agreement.

**BUDGET**

An evaluation shall be made of each client to determine the appropriate assistance needed to re-house the client. The following is a proposed budget of anticipated cost associated with Client evaluation and Client services:

Rental subsidies, Security & Utility Deposits	\$536,458.50
Administrative Support	\$59,606.50
Total Budget	\$596,065.00

**REIMBURSEMENT**

Reimbursement will be based on performance and approval of eligible project expenses incurred. The process for requesting contract reimbursement is as follows:

The Subgrantee shall submit a summary invoice that clearly details project expenses per client in table form. Said summary invoice shall detail reimbursement request for each category as listed in the budget and/or is permitted by Exhibit “A”. The example below will satisfy the requirement but is not a mandatory format.

Ben. Info.	Sec./Utility Deposits	Tenant Rent	TBRA Subsidy	Total Rent
1	\$1,200.00	\$400.00	\$800.00	\$1,200.00
2	\$0.00	\$500.00	\$900.00	\$1,400.00
3	\$1,000.00	\$500.00	\$500.00	\$1,000.00
4	\$2,000.00	\$600.00	\$400.00	\$1,000.00
5	\$1,500.00	\$550.00	\$200.00	\$750.00
Sub. Tot.	\$5,700.00	\$2,550.00	\$2,800.00	\$5,350.00
Admin.	\$3,000.00			
Tal	\$8,700.00		\$2,800.00	

The summary invoice shall be accompanied by canceled checks or other acceptable evidence of indebtedness. The invoice must be accompanied by a monthly performance report further described in Exhibit "C" attached.

EXHIBIT "C"  
PERFORMANCE REPORTS

Beginning the first day of the second program month (April 1, 2014) and each month thereafter, HOPE South Florida, Inc. will submit program performance reports to the Department of Community and Economic Development. The report shall explain any problems encountered with the project's implementation, the selection policy statement including any preferences for individual with special needs, clearly indicate the names of the continuum of care referral agency, and attendance of clients who are receiving rental subsidies. The performance report must include the following:

I. Beneficiary Information:

- a) Client last name
- b) Household size
- c) Hispanic or Latino
- d) Race
- e) Type Client (i.e.) single/not elderly/single parent/two parents, etc.
- f) Household Income (as a percentage of Area Median income)

II. Unit and Contract Information:

- a) Number of bedrooms
- b) Security deposit amount
- c) Tenant rent
- d) TBRA subsidy
- e) Total rent
- f) Assistance paid to owner or tenant
- g) Newly assisted
- h) Lease term
- i) Utility deposit amount
- j) Administrative costs and supporting documents (including, but not limited to, Housing Quality Standards and Lead Based Paint Inspections)



EXHIBIT "D"

TIMETABLE/SCHEDULE FOR PROJECT(S)

Work Task	Completion Date
Identification of and relationship building with landlords in Hollywood area using, list of landlords who accept Section 8 vouchers, and other resources. Screening of clients for intake	Ongoing
Commence recruitment of homeless families in Hollywood for program, assignment to case management and review and update of any established care plans as appropriate	03/01/14
Start placement of clients in apartments. Assist with move in needs (security and utility deposits, donation of furniture and household items from thrift stores if needed, etc.)	3/31/14
Provide tenant based rental assistance, security deposits and utility deposits	04/01/14
A minimum of seven (7) clients (70% of 7 households served per month) will have increased earned income, and/or obtained or retained employment	09/30/16
A minimum of five (5) clients (50% of 10 households served per month) who are receiving assistance will be living in and maintaining their own apartment	9/30/19

*\* These are the anticipated work tasks and completion dates*