

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

THIS SECOND AMENDMENT to the March 21, 2014 Home Program Agreement and First Amendment dated June 23, 2015 for Tenant Based Rental Assistance (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 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. 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 ~~\$341,000.00~~ \$439,000.00 in HOME funds inclusive of an administrative fee of ~~\$34,100~~ \$43,900.00. 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 on the Exhibits attached hereto and incorporated herein by reference.
4. All other provisions of the March 21, 2014 Agreement and First Amendment dated June 23, 2015 not in conflict with this Second Amendment shall be and remain the same and in full force and effect.

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EXECUTION

IN WITNESS WHEREOF, CITY and SUBGRANTEE, intending to be legally bound, have executed this First Amendment to the Contract 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

PETER BOBER, 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:

MIRTHA DZIEDZIC, INTERIM
DIRECTOR
FINANCIAL SERVICES

ATTEST:

HOPE SOUTH FLORIDA, INC.

SECRETARY
Print Name: _____

BY: _____
Signature
Title: _____
Print Name: _____

**EXHIBIT “B”
BUDGET & REIMBURSEMENT SCHEDULE**

Total HOME TBRA project funding is \$439,000.00. Subgrantee will be paid ten percent (10%) of the agreement amount or \$43,900.00 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	\$395,100.00
Administrative Support	\$ 43,900.00
Total Budget	\$439,000.00

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)

SEC. 1	Monthly report for:	Hope South Florida
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SEC. 2	Funding for:	FY 2014-2018
	Subrecipient	Hope South Florida
	Tot. Allocation	\$439,000.00
	Exp.	\$0.00
	Committed	\$0.00
	% of Tot. Allocation Committed	0%
	Agreement Period (Months)	43

CITY

SEC. 3	Quantifiable Goal	Participants
	(Monthly)	32 or more

CITY

SEC. 4	Services Provided	Participants
	(Current Month)	

SEC. 5	Percentage of completion as per agreement.	
	(Yearly)	0%

CITY

SEC. 6 NOTABLE ACTIVITIES FOR THE MONTH
