

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** August 3, 2023

**FROM:** James Brako, Senior Assistant City Attorney

**SUBJECT:** Proposed Community Block Grants to 7 Eligible Organizations for 2023-2024

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I have discussed the above Agreements with the participating Department/Office, and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Community Development Division
- 2) Type of Agreement – CDBG Block Grant Agreement
- 3) Method of Procurement (RFP, bid, etc.) – n/a
- 4) Term of Contract
  - a) initial – Program Year 10/1/2023-9/30/2024.
  - b) renewals (if any) – none
  - c) who exercises option to renew – n/a
- 5) Annual Contract Amounts –

Community Enhancement Collaboration.	\$ 41,800.00
Center for Independent Living of Broward	\$ 23,800.00
Covenant House Florida	\$ 14,800.00
Russell Life Skills & Reading Foundation	\$ 29,800.00
Dr. Stanley And Pearl Goodman JFS Of Broward County	\$ 31,800.00
Second Chance Society	\$ 12,000.00
Women in Distress	<u>\$ 31,000.00</u>
Total Grant Aggregate Amount	\$ 185,000.00
- 6) Termination rights – (a) Agreement is contingent upon availability of funds. If funds are not available, then this Agreement shall terminate upon no less than 24 hours notice in writing to the subgrantee; (b) if the subgrantee fails to commence work within three months from the date of execution of this Agreement, or fails to fulfill in a timely and proper manner its obligations, or subgrantee violates the terms of this Agreement, City has the right to terminate this Agreement or suspend payment by written notice and specifying the effective date of such suspension or termination at least five (5) days before the effective date; and (c) Either party may terminate upon thirty (30) days notice and stating the reason for such termination.

- 7) Indemnity/Insurance Requirements – To the extent permitted by law, subgrantee agrees to indemnify the City.
  - 8) Scope of Services – See Attachment “A” of this item. Each of the subgrantees shall provide specific services, programs in accordance with their programs outlined in their scope of services which will be attached to the agreement.
  - 9) City’s prior experience with Contractor/Subgrantee (if any) – Yes.
  - 10) Other significant provisions – (a) Subgrantees are required to invoice the City for all funds allocated to their projects by October 7, 2024; (b) Subgrantees are required to provide monthly progress reports.
- cc: George R. Keller, Jr. CPPT, City Manager