

**SECOND AMENDMENT TO SUBRECIPIENT AGREEMENT BETWEEN CITY OF
MERIDIAN AND JESSE TREE OF IDAHO FOR CARES ACT COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDS**

This First Amendment to Subrecipient Agreement between City of Meridian and Jesse Tree of Idaho for CARES Act Community Development Block Grant Funds (“First Amendment”) is entered into this _____ day of _____, 2021 by and between the City of Meridian, a municipal corporation organized under the laws of the state of Idaho (“City”) and Jesse Tree of Idaho (“Subrecipient”).

WHEREAS, on July 7, 2020, City and Subrecipient entered into Program Year 2019 Subrecipient Agreement (“PY19 SRA”), a cooperative agreement for the investment of Community Development Block Grant (“CDBG”) funds; and

WHEREAS, Subrecipient requires additional time to complete the activities in the PY19 SRA, and changed circumstances require changes in activities and level of service for which the CDBG funds are provided;

NOW, THEREFORE, in consideration of the mutual covenants of the parties, the Parties agree as follows:

I. PROVISION MODIFIED – STATEMENT OF WORK. Section I.A of the PY19 SRA shall be amended as follows:

- A. Activities.** Subrecipient shall use City’s PY19 CDBG funds in an amount not to exceed thirty six thousand two hundred and fifty dollars (\$36,250) ~~thirty one thousand two hundred and fifty dollars (\$31,250)~~. Subrecipient will be responsible for administering homelessness prevention for those affected by COVID-19, in a manner satisfactory to the City and consistent with any standards required as a condition of providing the funds. This project is eligible under 05Q (Subsistence Payments). CDBG Funds will be used to reimburse for case management and rental assistance. The primary administrative office is located at 1121 Miller St, Boise. See Attachment 1 for a map of the service location.

II. PROVISION MODIFIED – PAYMENT PROCEDURES. Section II.K.3 of the PY19 SRA shall be amended as follows:

- 3. Reimbursement requests.** It is expressly agreed and understood that the total amount to be paid by City under this Agreement shall not to exceed thirty six thousand two hundred and fifty dollars (\$36,250) ~~thirty one thousand two hundred and fifty dollars (\$31,250)~~. City will not accept or process reimbursement requests prior to City’s reception of Congressional Release of Funds; the Community Development Program Coordinator shall notify Subrecipient of such release and the opportunity to submit reimbursement requests. Reimbursement requests for the payment of eligible expenses shall be made against the activity specified, in accordance with performance, and as expenses are incurred by Subrecipient. Reimbursement requests shall only be accepted via the City’s online portal and must be completed in full to be processed. Instructions to submit reimbursement requests are located in the Subrecipient Toolbox at <https://meridiancity.org/cdbg/>. All reimbursement requests are to be submitted as needed in coordination with the Community Development Program Coordinator. Reimbursement requests shall include the following: transaction detail completed for the relevant draw request period and proof of payment by Subrecipient (such as copy of check and bank transaction information showing payment of check, copy of receipt of payment by contractor or subcontractor, and/or

other relevant documentation of payment). Reimbursement requests must be submitted within fifteen (15) calendar days from the close of each month of the program year except for the final reimbursement request. Subrecipient's final reimbursement request under this Agreement must be submitted by Subrecipient no later than October 30, 2021 ~~April 30, 2021~~ and must include a Closeout Certification form which can be found in the Subrecipient Toolbox at <https://meridiancity.org/cdbg/>. Subrecipient shall forfeit reimbursement for any costs not requested within the timeframes set forth in this provision, unless otherwise authorized, in writing, by City.

III. PROVISION MODIFIED – BUDGET. Attachment 6 of the PY19 SRA shall be amended as shown in the attachment to this amendment.

IV. ALL OTHER PROVISIONS IN EFFECT. All provisions of the PY19 SRA shall remain in full force and effect except as expressly modified by this First Amendment or other duly executed addenda. No other understanding, whether oral or written, shall be deemed to enlarge, limit or otherwise affect the operation of the PY19 SRA or this First Amendment thereto.

IN WITNESS WHEREOF, the parties shall cause this First Amendment to be executed by their duly authorized officers to be effective as of the day and year first above written.

SUBRECIPIENT:

Jesse Tree of Idaho

 5/5/2021
By: Ali Rabe, Executive Officer Date

CITY:

City of Meridian

Attest:

By: Robert E. Simison, Mayor

Chris Johnson, City Clerk

Attachment 6: Budget

Jesse Tree of Idaho Emergency Rental Assistance Program CDBG-CV IDIS# 112			Rent Payments	Case Management	Total
Award			\$ 20,000.00	\$ 11,250.00	\$ 31,250.00
Amendment			\$ 14,904.24	\$ (9,904.24)	\$ 5,000.00
Amended Award			\$ 34,904.24	\$ 1,345.76	\$ 36,250.00
Draw #	Date	Timeframe			
1	11/24/2020	October 2020	\$ 645.00	\$ 119.76	\$ 764.76
2	12/14/2020	November 2020	\$ 3,500.00	\$ 73.56	\$ 3,573.56
3	1/15/2021	December 2020	\$ 1,850.00	\$ 73.56	\$ 1,923.56
4	2/18/2021	January 2021	\$ 400.00	\$ 98.08	\$ 498.08
5	3/16/2021	February 2021	\$ 4,915.00	\$ 392.32	\$ 5,307.32
6	4/13/2021	March 2021	\$ 6,955.00	\$ 588.48	\$ 7,543.48
7					\$ -
8					\$ -
9					\$ -
10					\$ -
11					\$ -
12					\$ -
Total			\$ 18,265.00	\$ 1,345.76	\$ 19,610.76
Balance			\$ 16,639.24	\$ -	\$ 16,639.24