

**FIRST AMENDMENT TO SUBRECIPIENT AGREEMENT BETWEEN CITY OF
MERIDIAN AND ADA COUNTY HOUSING AUTHORITY FOR CARES ACT COMMUNITY
DEVELOPMENT BLOCK GRANT FUNDS**

This First Amendment to Subrecipient Agreement between City of Meridian and Ada County Housing Authority for CARES Act Community Development Block Grant Funds ("First Amendment") is entered into this _____ day of _____, 2023 by and between the City of Meridian, a municipal corporation organized under the laws of the state of Idaho ("City") and Ada County Housing Authority ("Subrecipient").

WHEREAS, on April 18, 2023, City and Subrecipient entered into CARES Act Subrecipient Agreement ("CDBG-CV SRA"), a cooperative agreement for the investment of Community Development Block Grant ("CDBG"); and

WHEREAS, Subrecipient requires additional funding to complete the activities in the CDBG-CV SRA;

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. shall be amended as follows:

- A. **Activities.** Subrecipient shall use City's subaward of CDBG funds in an amount not to exceed two hundred one thousand five hundred fifty dollars and ninety nine cents (\$201,550.99) ~~one hundred seventy-nine thousand dollars (\$179,000)~~ for administering emergency rental assistance, in a manner satisfactory to the City and consistent with any standards, condition, and deadlines of such funds, as set forth herein. This project is eligible under (05Q) Subsistence Payments. CDBG Funds will be used to reimburse for administration and rental assistance. The primary administrative office is located at 1001 S. Orchard St., Boise. See Attachment 1 for a map of the service location.

II. PROVISION MODIFIED – REIMBURSEMENT REQUESTS. Section II.K.3 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 exceed two hundred one thousand five hundred fifty dollars and ninety nine cents (\$201,550.99) ~~one hundred seventy-nine thousand dollars (\$179,000)~~. 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, timesheets in compliance with 2 CFR 200.430 (if applicable), 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). After the expenditure requirements set forth in section I.B. of this agreement has been met, 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, 2023 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 shall be amended as follows:

Ada County Housing Authority Emergency Rental Assistance CDBG-CV IDIS# 154			Rental Assistance	Admin	Total
Award			\$173,000.00	\$6,000.00	\$179,000.00
Amendment 1			\$22,550.99	\$ -	\$22,550.99
Total Funding			\$195,550.99	\$6,000.00	\$201,550.99
Draw #	Date	Timeframe			
1		May 2023	\$43,974.33		\$43,974.33
2					
3					
4					
5					
Total			\$43,974.33	\$ -	\$43,974.33
Balance			\$151,576.66	\$6,000.00	\$157,576.66

IV. ALL OTHER PROVISIONS IN EFFECT. All provisions of the CDBG-CV 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 CDBG-CV 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:

Ada County Housing Authority

 6-26-2023
Deanna Watson, Executive Director Date

CITY:

City of Meridian

Attest:

By: Robert E. Simison, Mayor

Chris Johnson, City Clerk