

**FIRST AMENDMENT TO  
TULARE COUNTY AGREEMENT NO. 29245**

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**THIS FIRST AMENDMENT** ("Amendment") to Tulare County Agreement Number 29245 (the "Agreement") is entered into by and between the **COUNTY OF TULARE** ("COUNTY") and **Community Services and Employment Training, Inc.** ("CONTRACTOR") as of \_\_\_\_\_, with reference to the following:

A. The COUNTY and CONTRACTOR entered into Agreement Number 29245 on July 1, 2019, for the purpose of providing families housing assistance through the Housing Support Program.

B. COUNTY and CONTRACTOR now wish to amend Agreement Number 29245 in order to accept an additional Fiscal Year 2019/2020 Housing Support Program Allocation for homeless assistance in the amount of \$253,401 from the State of California.

**ACCORDINGLY, COUNTY and CONTRACTOR agree as follows:**

1. This First Amendment becomes effective upon signature.
1. Exhibit B is hereby replaced and superseded with the attached Exhibit B to reflect the allocation for homeless assistance
2. Except as provided above, all other terms and conditions of the Agreement shall remain in full force and effect.

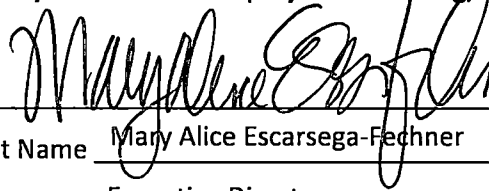
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**THE PARTIES**, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

**Community Services and Employment Training, Inc.**

Date 11/1/2019

By   
Print Name Mary Alice Escarsega-Fechner  
Title Executive Director

Date \_\_\_\_\_

By \_\_\_\_\_  
Print Name \_\_\_\_\_  
Title \_\_\_\_\_

[Pursuant to Corporations Code section 313, County policy requires that contracts with a Corporation be signed by both (1) the chairman of the Board of Directors, the president or any vice-president (or another officer having general, operational responsibilities), and (2) the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer (or another officer having recordkeeping or financial responsibilities), unless the contract is accompanied by a certified copy of a resolution of the corporation's Board of Directors authorizing the execution of the contract. Similarly, pursuant to California Corporations Code section 17703.01, County policy requires that contracts with a Limited Liability Company be signed by at least two managers, unless the contract is accompanied by a certified copy of the articles of organization stating that the LLC is managed by only one manager.]

**COUNTY OF TULARE**

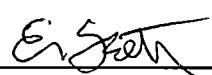
Date \_\_\_\_\_

By \_\_\_\_\_  
Chairman, Board of Supervisors

ATTEST: JASON T. BRITT  
County Administrative Officer/Clerk of the Board  
of Supervisors of the County of Tulare

By \_\_\_\_\_  
Deputy Clerk

Approved as to Form:  
County Counsel

By  11/5/19  
Deputy

Matter # 20191818

## CalWORKs Housing Support Program Detailed Program Budget (2019-20)

Exhibit B

**Instructions: Counties are required to complete all boxes shaded yellow. Blue boxes will be automatically populated by your responses.**

County	Insert
Total amount requested	\$ 635,489.00

Newly House FY 19-20	75
Continue to House	30
<b>Total families to serve</b>	<b>105</b>

<b>Administration and Case Management Cost</b>			<b>36%</b>
	<b>Staff Type</b>	<b>FTE</b>	<b>Projected Expenditures</b>
Employee Compensation and Benefits (Program administration positions may include management, fiscal, data, etc.; include total full time equivalent [FTE] amounts, for example if there is one full time contracted case manager and one half time contracted case manager input 1.5 in FTE column.)	County Program Administration		
	County Case Management		
	County Housing Navigation		
	Contracted Program Administration	0.32	\$ 27,351.00
	Contracted Case Management		
	Contracted Housing Navigation		
	Other County Direct Service Staff		
	Other Contracted Direct Service Staff	2.50	\$ 141,228.00
	<b>Subtotal Employee Compensation &amp; Benefits</b>		<b>\$ 168,579.00</b>
General Administration (e.g., non-staff related program operations, overhead)			\$ 28,846.00
Data tracking (e.g., HMIS license)			\$ 3,000.00
Other Admin or Case Management Costs (Provide details in Box A below)			\$ 30,064.00
<b>Subtotal Admin &amp; Case Management</b>			<b>\$ 230,489.00</b>

<b>Direct Financial Assistance (Guideline: min 50% total allocation)</b>		<b>Projected Families</b>	<b>Projected Expenditures</b>
Rental Subsidies (continued housing from FY 18-19)		30.00	\$ 30,000.00
Rental Subsidies (newly house FY 19-20)		75.00	\$ 189,375.00
Security Deposits		75.00	\$ 84,375.00
Utility Payments		75.00	\$ 11,250.00
Temporary housing (e.g., shelters, motels) (Guideline: should not exceed 20% of total allocation)			
Additional Services (e.g., credit repair, legal services, moving costs, landlord outreach, making home habitable)		75.00	\$ 90,000.00
Other Direct Financial Assistance (Provide details in Box B below)			
<b>Subtotal Direct Financial Assistance</b>			<b>\$ 405,000.00</b>
<b>TOTAL</b>			<b>\$ 635,489.00</b>