

**AMENDMENT NUMBER ONE
TO SUBRECIPIENT AGREEMENT
WITH
FAMILIES FORWARD, INC.
FOR PILOT TENANT-BASED RENTAL ASSISTANCE PROGRAM
UTILIZING HOME PROGRAM FUNDS**

THIS AMENDMENT NUMBER ONE TO SUBRECIPIENT AGREEMENT (“Amendment”) is made and entered into this 8th day of November, 2021 (“Effective Date”), by and between the CITY OF COSTA MESA, a municipal corporation (“City”), and FAMILIES FORWARD, INC., a California nonprofit corporation (“Subrecipient”).

WHEREAS, City and Subrecipient entered into a Subrecipient Agreement dated November 17, 2020 for Subrecipient to administer the City’s Pilot Tenant-Based Rental Assistance (TBRA) Program (the “Agreement”); and

WHEREAS, Section 2.2 of the Agreement provides for a term of one (1) year, with the option to extend the Agreement for one (1) additional one (1) year period; and

WHEREAS, City and Subrecipient desire to extend the term for one (1) year, through November 16, 2022; and

WHEREAS, Section 2.1 of the Agreement provides for up to \$140,000.00 in HOME funding for project expenses (i.e. direct costs of assisting TBRA recipients) and up to \$10,000.00 in HOME funding for allowable administrative expenses; and

WHEREAS, the City desires to amend Section 2.1 to increase the funding to \$280,000 for project expenses and \$20,000 for allowable administrative expenses.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The term of the Agreement shall be extended through November 16, 2022.
2. Section 2.1 of the Agreement shall be amended to read as follows:

2.1 HOME Award

As part of this Agreement, the City is providing up to \$280,000 in HOME funding for project expenses (i.e. direct costs of assisting TBRA recipients) and up to \$20,000 in HOME funding for allowable administrative expenses. HOME funding shall be used to provide monthly rental and utility assistance for or on behalf of TBRA recipients and, as applicable, security deposit and/or utility deposit assistance to TBRA recipients entering a new unit, in accordance with federal requirements, this Agreement, the City’s requirements, and the April 2020 TBRA Memo, to the extent applicable.

3. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
4. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect.
5. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first written above.

CITY OF COSTA MESA

Gloria Ann Jones H
City Manager

Date: 12/01/2021

SUBRECIPIENT

FAMILIES FORWARD

DUNS Number: [REDACTED]

Madelynn Hirneise
Madelynn Hirneise
CEO

Date: 11/16/2021

ATTEST:

Brenda Green 12/2/2021
City Clerk



APPROVED AS TO FORM:

Kimberly Helen Barlow
City Attorney

Date: 12/1/21

APPROVED AS TO INSURANCE:



Risk Management

Date: 11/30/21

APPROVED AS TO PURCHASING:



Finance Director

Date: December 30, 2021