

## Digital Contract Execution and Reporting Routing Sheet

FY 19-20 <input type="checkbox"/>	FY 20-21 <input type="checkbox"/>	FY 21-22 <input checked="" type="checkbox"/>	FY 22-23 <input type="checkbox"/>	FY 23-24 <input type="checkbox"/>	FY 24-25 <input type="checkbox"/>	FY 25-26 <input type="checkbox"/>
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**This digital Sub-recipient Agreement routing sheet is to satisfy LAHSA internal review process**

**Contractor Name:** City of Long Beach  
**Contract Number:** Amendment Six to 2020CNGF239  
**Project Name:** Continuum of Care – Homeless Initiative  
**This Am. Six Amount:** N/A  
**FY2020-2021 Amount:** \$2,225,146.00  
**New Total Amount:** \$2,225,146.00  
**This Am. Six Term:** July 1, 2017 to Febraury 28,2022  
**New Total Term:** July 1, 2017 to Febraury 28,2022

**Comment:**

This amendment is for No-Cost Extension to Febraury 28, 2022 for FY 2020-2021 funding and approved Budget modification..

**Completed & Reviewed by**

Joel Brown

Joel Brown (Feb 16, 2022 09:21 PST)

Contracts Specialist

02/16/2022

Date

**Approved Generally by**

Daniel Fisher

Daniel Fisher (Feb 16, 2022 10:53 PST)

A.D./Manager, Contracts & Procurement

Kristina Dixon

Kristina Dixon (Mar 23, 2022 13:07 PDT)

Chief Financial Officer

**Executive execution by**

See Signature Page in the Agreement

Executive Director

**LOS ANGELES HOMELESS SERVICES AUTHORITY  
2020 – 2022 CNGFH AGREEMENT  
AMENDMENT NUMBER SIX**

<b>Contractor:</b>	<b>City of Long Beach</b>
<b>Original Contract Number:</b>	<b>2020CNGFH239</b>
<b>Contract Number:</b>	<b>Amendment 6 to 2020CNGFH239</b>
<b>Procurement Title:</b>	<b>Homeless Initiative</b>
<b>Project Name:</b>	<b>Continuum of Care</b>
<b>This Am. 6 Amount:</b>	<b>No Cost Extension</b>
<b>FY2020-2021 Amount:</b>	<b>\$2,225,146.00</b>
<b>Total Contract Amount as Amended:</b>	<b>\$2,225,146.00</b>
<b>This Amendment Six Term:</b>	<b>July 1, 2017 to February 28, 2022</b>
<b>Total Contract Term As Amended:</b>	<b>July 1, 2017 to February 28, 2022</b>

**CFDA: None**

**DUNS: 07-529832**

35696

AMENDMENT NUMBER SIX  
TO CONTRACT NUMBER 2020CNGFH239  
BETWEEN  
LOS ANGELES HOMELESS SERVICES AUTHORITY  
AND  
CITY OF LONG BEACH  
RELATING TO THE  
2020-2022 CNGFH Agreement

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**THIS AMENDMENT NUMBER SIX** ("Amendment Number Six") to Allocation Reference Number 2020CNGFH239, is made and entered into by and between the Los Angeles Homeless Service Authority ("LAHSA"), a joint powers authority of the City and County of Los Angeles, and **CITY OF LONG BEACH** ("Contractor"), a 501(c)(3) organization incorporated under the laws of the State of California, collectively "the Parties".

**NOW, THEREFORE**, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the Parties agree as follows:

**AMENDMENT**

Effective on the date of LAHSA's Executive Director's signature, the Agreement is amended.

1. **RECITALS** is hereby amended as follows:

Add the following:

**"WHEREAS**, on November 17, 2021, LAHSA and Contractor executed the Amendment number 5 under Allocation Reference Number 2020CNGFH239;

**WHEREAS**, LAHSA and Contractor now desire to amend the Agreement for the purposes of: (a) Extending the contract term to February 28, 2022; (b) modify the budget based on approved Budget modification request; and (c) making such other changes as are required in connection with all of the foregoing, as detailed elsewhere in this Amendment Number **Six**;

**WHEREAS**, Section 72, Change and Amendment to Terms and Conditions, provides for said amendments;"

2. Section 6 **Term**, is hereby amended as follows:

First sentence, delete "November 30,2021" and replace with "February 28, 2022".


3. **Exhibit B, Project Budget**, is hereby amended as follows:

A. Delete **Exhibit B-5**, project budget for Fiscal Year 2020-2022, and replace with **Exhibit B-6**. Project Budget for Fiscal Year 2020-2022. July 1, 2020 to February 28, 2022, attached hereto and incorporated herein by such reference. Any and all references to **Exhibit B**, Project Budget, in the Agreement, its Table of Contents, and/or Exhibits and any related amendments shall hereby incorporate and include **Exhibit B-6**, Project Budget for Fiscal Year 2020-2022. July 1, 2020 to February 28, 2022.

4. Except as herein amended, all other terms and conditions of the Agreement remain in full force and effect.
5. This Amendment Number **Six** includes **3** pages, which, together with the Agreement, and all Exhibits and Attachments constitute the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the Los Angeles Homeless Services Authority and Contractor have caused this Amendment Six to be executed by their duly authorized representatives.

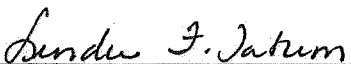
For: Los Angeles Homeless Services Authority

By:   
Kristina Dixon (Mar 23, 2022 13:07 PDT)  
Name: Heidi Marston  
Title: Executive Director

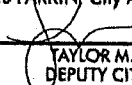
Executed this day 03/23/2022

For: City of Long Beach

Internal Revenue Service ID Number:  
95-6000733

By:   
Name: Thomas B. Modica  
Title: City Manager

Executed this day 3/21/2022

APPROVED AS TO FORM  
February 28, 2022  
CHARLES PARKIN City Attorney  
By:   
TAYLOR M. ANDERSON  
DEPUTY CITY ATTORNEY

Said Agreement shall be referenced as **Amendment Six to 2020CNGFH239**

**Exhibit B-6  
Program Budget and Services**

**(On Next Page)**

**Agreement Number: 2020CNGFH239  
Contract Name: City of Long Beach**

Agency Name: City of Long Beach  
 Program Name: Long Beach Continuum of Care  
 Contract #: 2020CNGFH239  
 Funding Source: Measure H  
 Total Award: 2,225,146  
 Measure H \$ 2,225,146

Funding Allocation - By Funding Source/Contract

Program Component	Measure H A5	Measure H B3	Measure H E6	Measure H E7	Measure H E8	Total
Crisis Housing	\$ -	\$ -	\$ -	\$ -	\$ 643,501	\$ 643,501
Outreach Coordination	\$ -	\$ -	\$ 865,581	\$ -	\$ -	\$ 865,581
Housing Navigation	\$ -	\$ -	\$ -	\$ 323,366	\$ -	\$ 323,366
Rapid Rehousing	\$ 70,855	\$ 321,843	\$ -	\$ -	\$ -	\$ 392,698
Prevention Diversion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 70,855</b>	<b>\$ 321,843</b>	<b>\$ 865,581</b>	<b>\$ 323,366</b>	<b>\$ 643,501</b>	<b>\$ 2,225,146</b>

Funding Term - Dates

Program Component	Measure H A5	Measure H B3	Measure H E6	Measure H E7	Measure H E8
Crisis Housing					07/01/20-02/28/2022
Outreach Coordination			07/01/20-02/28/2022		
Housing Navigation				07/01/20-02/28/2022	
Rapid Rehousing	07/01/20-02/28/2022				
Prevention Diversion	07/01/20-02/28/2022				

Updated: 02/15/2022

## Subrecipient Advance, Administration Rate, Indirect Cost Rate Table

Funding Source	Funding Agency	Funding Type	Eligible Advance (based on 12-month average)	Indirect Cost Rate (%)	Administrative Rate (%)			
Federal	Housing and Urban Development (HUD)	Continuum of Care Program (CoC)	N/A	Up to 10% of Total Direct Costs upon approval	Up to 10% of Total Direct Costs			
	The Business, Consumer Services and Housing Agency (BCSH)	CoC Homeless Housing Assistance Programs (HHAF)	17%	N/A	Up to 12% of Total Direct Costs			
State	California Department of Housing and Community Development (HCD)	California Emergency Solutions and Housing (CESH)	17%					
	County of Los Angeles - CEO	Measure H - Homeless Initiative (HI) Strategies	25%					
		Homeless Housing Assistance Programs (HHAF)	17%					
		General Funds (GF) (i.e., YRP, HSF, CES, WSP)	17%					
		Corona Virus Relief Funds	17%					
		Supervisory District Funds (SD Funds)	As dictated by Supervisory District					
		County	Department of Public Social Services (DPSS)		Housing Support Program (HSP) Non-WW	17%	Up to 10% of Modified Total Direct Costs	N/A
			Department of Children and Family Services (DCFS)		CalWORKs Single Allocation (SA) WW	17%	Up to 10% of Modified Total Direct Costs	
		City	Department of Workforce Development, Aging and Community Services (WDACS)		Independent Living Program (ILP)	N/A	Up to 10% of Modified Total Direct Costs	N/A
	Adult Protective Services-Home Safe Program (WDACS)			N/A				
Los Angeles County Development Authority (LACDA)	CARES Acts Emergency Solutions Grant (ESG-CY) Federal and State		Actual cash need upon approval	Up to 10% of Modified Total Direct Costs				
	Emergency Solutions Grant (ESG) Federal and State		Actual cash need upon approval	Up to 10% of Modified Total Direct Costs				
City	Los Angeles Housing + Community Investment Department (HCID)		General Funds (GF)	17%	Up to 10% of Total Direct Costs			
			Homeless Housing Assistance Program (HHAF)	17%	Up to 10% of Total Direct Costs			
	City		Los Angeles Housing + Community Investment Department (HCID)	Community Development Block Grant (CDBG)	17%	Up to 10% of Total Direct Costs		
				Emergency Solutions Grant (ESG)	17%	Up to 10% of Modified Total Direct Costs		
				CARES Acts Emergency Solutions Grant (ESG-CY)	17%	Up to 10% of Modified Total Direct Costs		
				Emergency Solutions Grant (ESG)	17%	Up to 10% of Modified Total Direct Costs		

### Subrecipient Advance, Distribution, Recapture and Repayment Policy

It is the policy of LAHSA to provide advances to LAHSA Subrecipients only when essential to meet the needs of providing services outlined in their contract and during an established emergency.

Advance appropriations become available for obligation upon the signing of the contract between LAHSA and the subrecipient. Subrecipients may secure advance payment for all eligible contracts, unless directed by the funder. Each funder has specific guidelines that dictate the eligible amount available to LAHSA. As the Joint power of authority, LAHSA has the power to distribute the max eligible advance amount as deemed necessary to subrecipient as long as it is in accordance with the funder guidelines.

Advance payments to subrecipients must be limited to the minimum amounts needed and be timed to be in accordance with the actual, immediate cash requirements of the subrecipients to perform the work of the approved program. This maximum eligible advance amount is detailed in the Exhibit B of all LAHSA contracts with subrecipients. All advances can be recouped across the full contract term and or be repaid in full by the end of the contract term unless otherwise stated by the funder. A refund check for any balance of advanced unexpended funds must be returned within 60 days of the contract expiration.

### General Rules:

- LAHSA subrecipients can only request within 60 days of the execution of a new or amended LAHSA contract with the exception of County LACDA ESG funding
- Advance requests in excess of 60 days, with the exception of County LACDA ESG funding, will be considered upon request and on a case-by-case basis and upon LAHSA determination that this is urgently needed. Repeated advance requests may affect a grantee's risk status assessment.
- LAHSA reserves the right to suspend, deny, or limit advance payments to high-risk subrecipients that is not in compliance with its reporting requirements.
- In no case will LAHSA pass-through funds be commingled with the personal funds of, or be used for personal purposes by, any officer, employee, or agent of the grantee; nor will any of these funds be deposited in personal bank accounts for disbursement by personal

### Subrecipient Requirements

- The LAHSA Subrecipient has established or demonstrated to LAHSA the willingness and ability to establish written procedures that will minimize the time elapsing between the transfer of funds from LAHSA and their disbursement of the funds for services outlined in their contract.
- The LAHSA subrecipient's financial management system meets the standards for fund control and accountability prescribed in Section 21 of OMB Circular A-110. (2 CFR §215.21)
- Advance payments must be deposited and maintained in FDIC insured accounts. Furthermore, interest earned on advance payments deposited in interest bearing accounts must be remitted annually to the Funder in the manner prescribed by LAHSA. However, if this presents an

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## Los Angeles HOMELESS SERVICES AUTHORITY

*"We drive the collaborative strategic vision to create solutions for the crisis of homelessness grounded in compassion, equity and inclusion".*

### MEMO

**To:** Service Providers

**From:**

Chris Dacanay, Director of Finance

Kathy Chen, Acting Associate Director, Finance and Grants Management

**Date:** August 19, 2021

**CC:**

Heidi Marston, Executive Director

Kristina Dixon, Chief Financial and Administrative Officer

Molly Rysman, Chief Programs Officer

**Re:** Administration/Indirect Cost Rate Update

Thanks for your patience as we transition into the new Grants Management System. We acknowledge that the implementation of a new system in the midst of an active fiscal year is challenging, especially following the unprecedented year we just had. While we know this is not ideal, we believe that this system will provide us with the ability to manage our contracts and grants with providers more efficiently and effectively.

With the input of our providers, we have been able to clean up some inconsistencies and correct errors that have been identified. Adjustments to administrative and indirect cost rates have occurred that may impact a few of your contracts. The changes that have been enacted are intended to create better alignment between new more flexible funding sources and existing funding sources where possible. The chart below outlines the funding sources that have been impacted.



Funding Source	Funding Agency	Funding Type	Administrative Rate (%)	Explanation of Changes to Rate
State	The Business, Consumer Services and Housing Agency (BCSH)	CoC Homeless Housing Assistance Programs (HHAP)	Up to 12% of Total Direct Costs	Increased Rate from 10% to 12%
	California Department of Housing and Community Development (HCD)	California Emergency Solutions and Housing (CESH)	Up to 12% of Total Direct Costs	Increased Rate from 10% to 12%
County	County of Los Angeles - CEO	Homeless Housing Assistance Programs (HHAP)	Up to 12% of Total Direct Costs	Increased Rate from 10% to 12%
		Changed from Percentage based on Award Amount to Total Direct Cost	Up to 10% of Total Direct Costs	Changed from Percentage based on Award Amount to Total Direct Cost
		Corona Virus Relief Funds	Up to 10% of Total Direct Costs	Percentage rate added
City	Los Angeles Housing + Community Investment Department (HCID)	Homeless Housing Assistance Program (HHAP)	Up to 10% of Total Direct Costs	Changed from Indirect Rate to Administrative Rate
		Community Development Block Grant (CDBG)	Up to 10% of Total Direct Costs	Changed from Indirect Rate to Administrative Rate

If your agency has submitted a budget for a contract with any of these funding sources above, you will need to update your budget in the EGMS system accordingly to ensure compliance with the new requirements. Some of the changes may only require minimal changes to your budget such as moving from one cost category to another. However, most changes will allow for more administrative and in some cases indirect funds to be allocated as the rates have increased.

If you have not already submitted your budget in the system, please be sure to reference the Subrecipient Advance, Administration Rate, Indirect Cost Rate Table for the correct rates prior to submission. The table is located in the EGMS system under the budgets tab for reference and is regularly updated.

If you have any questions regarding the changes and or need additional assistance with completing your budget, please contact your assigned accountant.

Thanks for your service in this fight to end homelessness.

LAHSA is a joint powers authority of the city and county of Los Angeles, created in 1993 to address the problem of homelessness in Los Angeles County. LAHSA is the lead agency in the HUD-funded Los Angeles Continuum of Care, and coordinates and manages over \$800 million annually in federal, state, county, and city funds for programs providing shelter, housing, and services to people experiencing homelessness.

Los Angeles Homeless Services Authority







# Presenting 2020CNGFH239 Am 6 CoLB

Final Audit Report

2022-03-23

Created:	2022-03-23
By:	Joel Brown (jobrown@lahsa.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0D7CQHNVmBfH_yi5TEso4mLVryJdZC8P

## "Presenting 2020CNGFH239 Am 6 CoLB" History

-  Document created by Joel Brown (jobrown@lahsa.org)  
2022-03-23 - 5:53:09 PM GMT- IP address: 45.49.92.185
-  Document emailed to Kristina Dixon (kdixon@lahsa.org) for signature  
2022-03-23 - 5:55:14 PM GMT
-  Document e-signed by Kristina Dixon (kdixon@lahsa.org)  
Signature Date: 2022-03-23 - 8:07:53 PM GMT - Time Source: server- IP address: 75.84.21.21
-  Agreement completed.  
2022-03-23 - 8:07:53 PM GMT